

Wood County Planning Commission
March 1, 2011 @ 5:30pm

The Wood County Planning Commission met in regular session on Tuesday, March 1, 2011 at the County Office Building in Bowling Green. Planning Commission members in attendance were: Anthony Allion, John Brossia, Tim Brown, Raymond Huber, Richard Kohring, Alvie Perkins, Donna Schuerman, and Leslee Thompson. Planning Commission staff in attendance was: David Steiner and Katie Baltz. 5 guests were present at the meeting.

Chairman Allion called the meeting to order. Upon calling the meeting to order, Mr. Kohring made a motion to approve the December 2010 Planning Commission meeting minutes. Ms. Schuerman seconded the motion and Commission members responded in full support.

Old Business

Mr. Allion reported that the Nomination Committee had nominated Mr. Allion as Chairperson, Mrs. Thompson as Vice-Chairman, and Ms. Schuerman as Secretary. Mr. Brown made a motion to approve the selection of the 2011 Wood County Planning Commission Officers as noted. Mr. Kohring seconded the motion and Commission members responded in full support.

New Business

STAFF ACTIVITIES REPORT (DECEMBER 2010 – FEBRUARY 2011)

Mr. Steiner reported updates to the Middleton Township Zoning Resolution were reviewed and assistance was provided to Portage Township with updates to their current zoning resolution. Mr. Steiner stated that he attended the Center Township annual re-organizational meeting of their zoning commission and board of zoning appeals. Mr. Steiner reported he met with a developer regarding the possible re-development of the Freedom Estates Subdivision in Lake Township. Mr. Steiner stated that a contract was awarded for the Village of Cygnet roof replacement and reported that preconstruction meetings were conducted for the FY09 Village of Hoytville sanitary sewer manhole rehabilitation project and the FY09 Village of Cygnet water treatment security fence construction project. Mr. Steiner reported applications were processed and bids had been opened for the FY10 Community Housing Improvement Program (CHIP). Mr. Steiner reported the annual Tax Incentive Review Council meeting was scheduled for March 16th, 2011 and reported that a Community Reinvestment Area (CRA) application was reviewed for Medical Evaluators, LLC in Perrysburg Township. Mr. Steiner reported that communications continued with the Ohio Department of Natural Resources regarding the flood map update process for Wood County and stated that work continued with the Village of West Millgrove to join the National Flood Insurance Program (NFIP). Mr. Steiner stated the 2011 budget was finalized and reported that spreadsheets were created for 2011 grants. Mr. Steiner stated that the annual Generally Accepted Accounting Principles (GAAP) report was completed for the Wood County Auditors Office.

ZONING – MIDDLETON TOWNSHIP

Middleton Township completed the process of updating their current Zoning Resolution. The update process has been an ongoing process that has taken a few years, and the end result is a completely new Zoning Resolution. Major changes from the current resolution include: a PUD section that includes provisions for cluster, conservation styled developments, a land use matrix that eliminates the current “tiered” zoning classification system that exists in the township and an expanded administration section that sets forth the policies and procedures of all township commissions and boards involved in the zoning process.

Mr. Steiner highlighted several areas of the new document that he felt Middleton Township may wish to revisit and reported the overall quality of the document was good. Mr. Steiner reported that the Wood County Prosecutors Office also reviewed the updated zoning resolution and distributed additional comments/concerns that were raised by their staff. Mr. Steiner informed Planning Commission members that they could make a recommendation to Middleton Township that they approve the Middleton Township Zoning resolution and take into consideration the comments/concerns that were raised by the Planning Commission staff and the Wood County Prosecutors Office.

When the item was turned over to Planning Commission members for review and discussion, Mr. Kohring addressed the “Height Limitations” under “General Provisions” and questioned if lighting poles should be listed as an exception. Mr. Kohring noted that a height restriction of 60 foot would not be adequate for a football field. Mr. Kohring also noted that some areas of the document may be hard for individuals to interpret. Mr. Reid, Middleton Township Zoning Inspector, addressed several concerns that were raised by the Wood County Planning Commission staff and the Wood County Prosecutors Office.

Mr. Huber questioned if Middleton Township included a time constraint for the length that a preliminary plat approval was effective. Mr. Steiner reported the Wood County Subdivision Rules and Regulations were independent from the Middleton Township Zoning Resolution, but reported the Middleton Township could implement a time restraint for Planned Unit Developments (PUD’s).

When the item was turned over to Planning Commission members for a motion, Mr. Kohring made a motion to recommend that Middleton Township approve the proposed Middleton Township Zoning Resolution with consideration of comments/concerns that were addressed by the Wood County Planning Commission and the Wood County Prosecutors Office. Mr. Huber seconded the motion and Commission members responded in full support.

DIRECTORS TIME

Mr. Steiner informed Planning Commission members about the status of the Wood County Subdivision Rules and Regulations update. Mr. Steiner reported that a Request for Qualifications (RFQ) was published and distributed to planning firms throughout the State of Ohio. Mr. Steiner reported that RFQ’s were due to the Planning Commission office

March 11, 2011. Mr. Steiner questioned how Planning Commission members would like to proceed with the review of the qualified applicants. Mr. Steiner reported that the Wood County Subdivision Rules and Regulations are one of the main planning tools utilized by the Wood County Planning Commission. Mr. Huber suggested that qualified consulting firms give a presentation to Planning Commission members. Mr. Brossia suggested that references for the consulting firms be contacted. Mr. Brown stated that review of the qualified consulting firms needed to be uniform and reported that he would like Mr. Steiner to conduct the initial review along with several other individuals. Mr. Brown reported that reviews needed to be conducted individually. Planning Commission members decided that the Planning Commission Staff would review and select three qualified firms to give presentations to Planning Commission members.

Mr. Steiner distributed a legal opinion received from the Wood County Prosecutors Office regarding preliminary plats. Mr. Steiner reported a question arose at a recent Planning Commission meeting regarding the length of time that a preliminary plat approval is valid. It was the opinion of the Wood County Prosecutors Office that, under the current subdivision rules, the Planning Commission may not grant preliminary plat approval for an entire development for more than one year and allow a developer to submit final plats as the development progresses unless the developer requests and the Commission grants an extension.

There being no further discussion, Ms. Schuerman made a motion to adjourn the March 1, 2011 Planning Commission meeting. Mrs. Thompson seconded the motion and Commission members responded in full support.