

**Wood County Planning Commission  
May 6, 2014 @ 5:30pm**

The Wood County Planning Commission met in regular session on Tuesday, May 6, 2014 at the County Office Building in Bowling Green. Planning Commission members in attendance were: John Alexander, Rob Black, John Brossia, Jim Carter, Raymond Huber, Scott Lockwood and Leslee Thompson. Planning Commission staff in attendance was: David Steiner and Katie Baltz. Four (4) guests were present at the meeting.

**Old Business**

Upon calling the meeting to order, Mr. Black asked for a motion from Commission members to modify the order of the agenda items. Ms. Thompson made a motion to alter the order of the agenda for the May 6, 2014 Planning Commission meeting, Mr. Carter seconded, Commission members responded with a vote of 6 in favor, none opposed, motion carried.

Mr. Carter made a motion to approve the April 2014 Planning Commission meeting minutes. Ms. Thompson seconded the motion and Commission members responded in full support.

**New Business**

**STAFF ACTIVITIES REPORT**

Mr. Steiner reported that Planning Commission staff activities will be reported at the June 2014 Planning Commission Meeting.

**ZONING – MIDDLETON TOWNSHIP**

Feller Finch & Associates had submitted an application on behalf of William James, to rezone approximately 8.9 acres of land in River Tract 55 of Middleton Township from an A-1 Agricultural Zoning Classification to an R-2 Residential Zoning Classification. The purpose of the request as stated on the application was that the applicant wished to develop a single family residential subdivision on the property.

Mr. Steiner noted that the re-zoning application had been revised and that the applicants were requesting to rezone 10.9 acres of land rather than the previously reported 8.9 acres of land. Mr. Steiner noted that the property was located in River Tract 55 of Middleton Township directly north of the Riverbend Subdivision.

Mr. Steiner reported that the property was currently zoned A-1 Agricultural and that lands to the South were zoned R-3 Residential, lands to the North and East were zoned A-1 Agricultural, and lands to the West were zoned R-1 Residential and A-1 Agricultural. Mr. Steiner noted that there were no floodplains or wetlands on the parcel, and water and sewer were available from the South. Mr. Steiner stated that the Wood County Land Use Plan had designated the area where the parcel was located at as being in an urban infill area and a residential expansion area.

Mr. Steiner noted that the Planning Commission was only making a recommendation to the township in regards to the rezoning request, and if a subdivision were created it would come before the Planning Commission for review and approval.

Mr. Brossia asked if this parcel was part of the Riverbend Subdivision. Mr. Steiner stated that the parcel was an un-platted lot and was not part of the Riverbend Subdivision. Mr. Huber asked if the existing single family home would still be able to access their home from the driveway on State Route 65. Mr. Steiner stated that he believed that the plan was for them to still have access to their home from State Route 65.

Greg Feller of Feller Finch & Associates explained that the plan was only to develop four (4) lots and that the ravine on site wouldn't allow for further growth, which would minimize additional traffic. Mr. Feller stated that there had been discussion about road access and easements for the future if the plan were to move forward.

Middleton Township Zoning Inspector, Jeff Ford, stated that the proposal met the townships standards for R-2 zoning.

There being no further discussion, Mr. Carter made a motion to recommend that Middleton Township approve the applicants request to rezone 10.9 acres of land from an A-1 Agricultural Zoning Classification to an R-2 Residential Zoning Classification. Ms. Thompson seconded the motion and Commission members responded with a vote of 6 in favor, none opposed, motion carried.

#### **SUBDIVISION RULES AND REGULATIONS UPDATE**

Planning Commission members were given a list of major items to be reviewed and a list of minor items to be reviewed pertaining to the new Wood County Subdivision Rules and Regulations.

Mr. Huber stated that many things needed to be removed from the document by the consultant in regards to the engineering realm of responsibility. Mr. Huber requested additional time for the Engineer's Office to review those items and to make recommendations to the Planning Commission staff accordingly.

Mr. Steiner explained that the goal was to go through the list of major and minor items to determine what items needed to be corrected. Mr. Steiner gave a brief explanation of the procedure that would need to be followed for the adoption of the new regulations.

Mr. Steiner presented the Planning Commission with all of the major and minor discrepancies, errors, questions and concerns found within the proposed Subvision Rules and Regulations. Each item was discussed extensively until Commission members agreed on the appropriate revision.

Following the lengthy discussion, Mr. Black stated that he would like the Planning Commission members to be given a revised copy of the Subdivision Rules and Regulations before the next Planning Commission meeting so that the Planning Commission could make a recommendation for approval to the Wood County Commissioners.

Mr. Steiner noted that the Planning Commission could not adopt the new Subdivision Rules and Regulations until the Wood County Engineer's office adopted their new Wood County Subdivision and Site Improvement Manual (WCSSIM) since it was referenced throughout the Planning Commission's document. Mr. Huber stated that the Engineer's office would work on completing their manual so that it could be adopted.

Mr. Steiner gave a summary of the items he expected to come in for the June Planning Commission meeting

#### **CHAIRMANS TIME**

Mr. Black asked the Commission members if they would like to select the 2014 Community Development Block Grant (CDBG) projects before hearing other items at the June 2014 meeting. Commission members agreed that project selections should occur before hearing other agenda items.

Following a brief discussion, a request was made for Mr. Steiner to research the process required for the Planning Commission to hold a special meeting for the review and approval of the Subdivision Rules and Regulations if necessary.

Mr. Lockwood asked if a motion was needed for the Director to make the revisions to the Subdivision Rules and Regulations as recommended by the Planning Commission. Mr. Black stated that he thought a motion would be a good idea. Ms. Thompson made a motion to have the Planning Commission staff take the recommendations made by the Planning Commission and make revisions to the Wood County Subdivision Rules and Regulations. Mr. Lockwood seconded the motion and Commission members responded in full support.

**DIRECTORS TIME**

Mr. Steiner had no additional items of business.

There being no further discussion, Mr. Carter made a motion to adjourn the May 6, 2014 Planning Commission meeting. Ms. Thompson seconded the motion and Commission members responded in full support.