

Wood County Planning Commission
August 18, 2015 @ 5:30pm

The Wood County Planning Commission met in regular session on Tuesday, August 18, 2015 the County Office Building in Bowling Green. Planning Commission staff in attendance was David Steiner and Katie Baltz. 2 guests were in attendance

Chairman Black called the meeting to order.

Mr. Black introduced Mr. Craig Lahote and Mr. David Wirt as the newest Planning Commission members. Mr. Black noted that Mr. Lahote represented the County Commissioners, and Mr. Wirt was a citizen of Bowling Green, a required citizen from the largest city in Wood County.

Roll Call

John Alexander-Present, Tony Allion-Absent, Rob Black-Present, John Brossia-Present, Doris Herringshaw-Absent, Ray Huber-Present, Joel Kuhlman-Present, Craig Lahote-Present, Donna Schuerman-Present, Leslee Thompson-Present, David Wirt-Present.

Mr. Alexander made a motion to approve the July 2015 Planning Commission meeting minutes with corrections. Ms. Thompson seconded the motion and Commission members responded in full support.

New Business

Mr. Black noted that Eckel Trace Plat 3 and Eckel Trace Plat 6 were withdrawn from the agenda by the applicant.

SUBDIVISION – MIDDLETON TOWNSHIP

Midland Agency of NW Ohio and ESA Engineers had submitted a final plat entitled "Saddlebrook Plat Fifteen" for final plat approval.

Mr. Steiner stated that the plat was located in the existing Saddlebrook Subdivision and that this particular phase was located in the west central portion of the subdivision. Mr. Steiner noted that Saddlebrook Plat Thirteen bordered the plat to the north, Saddlebrook Plat Four and Saddlebrook Plat Thirteen were to the north, unplatted lands that were part of the overall Saddlebrook development bordered the plat to the south and west, and Saddlebrook Plat Nine was located to the east.

Mr. Steiner stated that the underlying plat property was zoned R-3 Residential and lands surrounding the plat were also zoned R-3. Mr. Steiner stated that the plat consisted of seventeen (17) single family lots (not 16 as originally listed in the agenda report) and covered approximately 5.6 acres of land.

Mr. Steiner stated that this plat was the fifteenth phase of development in the overall Saddlebrook Subdivision and would contain the following plat improvements: sidewalks, streets with back to back paving and curbs and gutters, public water and sanitary sewer, and other utilities such as gas, electric and cable.

Mr. Steiner stated that lots would have access through the extension of Saddle Horn Drive and Stonebridge Lane and all lots met Middleton Township's minimum lot requirements for lots located in an R-3 District.

Mr. Steiner stated that Commissioner Carter's signature block would need to be changed to list Mr. Lahote's name for signature.

Mr. Steiner stated that the Engineer's Office had not provided the Planning Commission Office with their comments and concerns at the time of the drafting of the agenda reports. Mr. Steiner noted that a letter drafted by the County Engineer's office had been passed out to all Planning commission members to address all of the issues and errors.

Mr. Steiner stated that the Planning Commission Office would recommend that the plat be granted final approval with the condition that the items that the Engineer's Office discovers are not of a serious nature.

Mr. John Musteric, Deputy Engineer, Wood County Engineer's office stated that the letter summarized all of the issues.

Mr. Alexander asked at what point the Commission would deny plats due to a certain number of errors. Mr. Musteric stated that he had suggested doing just that, but the Commission hadn't chosen to do that.

Following a brief discussion, Mr. Alexander made a motion to grant Saddlebrook Plat Fifteen conditional approval until all of the Engineer's findings have been corrected. Mr. Kuhlman seconded the motion, Commission members voted 7 in favor, none opposed, Mr. Huber abstained.

DIRECTOR'S TIME

Staff Activities Report

Mr. Steiner reviewed Planning Commission staff activities performed in July 2015.

Mr. Steiner stated that individual pictures of Planning Commission members would be needed for the updated website.

Director's Annual review

Mr. Black stated that volunteers would be needed for the Director's annual review, Ms. Thompson volunteered.

Land Use Plan Update

Mr. Steiner stated that 3 firms were invited to attend the September 1, 2015 Planning Commission meeting to give presentations to the Planning Commission, and were mailed a list of questions to be completed before the meeting.

Mr. Huber asked if the firms would be prepared to be grilled on the spot about their proposal and if the Planning Commission would make a decision based off of their

performance that evening. Mr. Steiner stated that the firms should be prepared to answer questions and that a decision would be made at that meeting.

Following a brief discussion, Commission members stated that they may not feel comfortable choosing a firm on the spot, and that the decision may be made at a later time. Mr. Brossia asked if references had been checked. Mr. Steiner stated that he would call references and send the responses to Planning Commission members.

Ms. Thompson stated that the idea of an open-ended time frame on the contract could lead to the project being drawn out. Mr. Steiner stated that he could talk to the fiscal – contract manager to come up with language to give a time frame as well as the inability to request change work orders. Mr. Black stated that people lose interest over a long period of time, and that he would be in favor of a deadline, and that 14 to 16 should be the maximum amount of time.

Mr. Steiner stated that the next meeting would be September 1, 2015.

CHAIRMAN’S TIME

There being no further items of business, Ms. Schuerman made a motion to adjourn the August 18, 2015 Planning Commission Meeting. Ms. Thompson seconded the motion, Commission members responded in full support, meeting adjourned.