

Wood County Planning Commission
June 3, 2014 @ 5:30pm

The Wood County Planning Commission met in regular session on Tuesday, June 3, 2014 at the County Office Building in Bowling Green. Planning Commission members in attendance were: John Alexander, Anthony Allion, Rob Black, John Brossia, Jim Carter, Doris Herringshaw, Raymond Huber, Joel Kuhlman, Scott Lockwood, Donna Schuerman and Leslee Thompson. Planning Commission staff in attendance was David Steiner and Katie Baltz. 27 guests were present at the meeting.

Chairman Black called the meeting to order. Upon calling the meeting to order, Ms. Thompson made a motion to approve the May 2014 Planning Commission meeting minutes. Ms. Herringshaw seconded the motion and Commission members responded in full support.

New Business

STAFF ACTIVITIES REPORT

Mr. Steiner summarized the various Planning Commission staff activities for April and May 2014. Mr. Steiner noted that Planning Commission staff had worked with the County Engineer's office to finalize new Subdivision Rules and Regulations, met regarding a future replat in Lake Township, entered into contract for engineering for FY13 CDBG projects, worked on the FY14 CHIP grant application and partnered with the City of Northwood for the \$800,000 CHIP application, Amended the FY12 grant agreement to use all funds, continued sewer taps for FY12 CDBG program, processed parcel splits and combinations among other activities.

FY14 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

Mr. Steiner began his review and discussion of this item and reported that a total of 13 applications had been submitted for the FY14 Community Development Block Grant (CDBG) Allocation Program, with a total of \$427,239 being requested. Mr. Steiner stated that \$181,000 was available for funding in FY14, and reported that a total of \$155,660 would be available for up to 4 projects. Mr. Steiner stated that a portion of the funds would be used for the fair housing program and administration of the grant. Mr. Steiner then reviewed the FY14 CDBG applications and briefly detailed the projects that were proposed. They were as follows:

VILLAGE OF BRADNER

Replace approximately 620 linear feet of 4" water main on Main Street. Project will include installation of new 8" ductile iron waterline with new valves and the relocation of existing fire hydrants and meter pits.

Total Project Cost	\$92,144
Total CDBG Funds Requested	\$45,000
Local Contribution	\$47,144 (Bradner Water CAP Fund)

VILLAGE OF BLOOMDALE

Replace 6 existing collapsed catch basins with new precast concrete basins, clean the existing storm sewer and replace the adjacent pavement, curb, walk and lawn to catch basins.

Total Project Cost	\$38,870
Total CDBG Funds Requested	\$28,870
Local Contribution	\$10,000 (Village of Bloomdale)

VILLAGE OF HASKINS

Install approximately 38 ADA compliant curb ramps throughout the Village of Haskins to meet current ADA standards.

Total Project Cost	\$48,700
Total CDBG Funds Requested	\$43,900
Local Contribution	\$ 6,200 (Village of Haskins)

VILLAGE OF HOYTVILLE

Perform widening, repair and resurfacing of 810 linear feet of roadway on East Church Street (Hoytville Road).

Total Project Cost	\$58,000
Total CDBG Funds Requested	\$49,300
Local Contribution	\$ 8,700 (Village of Hoytville)

VILLAGE OF JERRY CITY

Resurface 230 cubic yards of asphalt concrete on First St., North St., Dickson St. and Factory Street.

Total Project Cost	\$56,300
Total CDBG Funds Requested	\$50,670
Local Contribution	\$ 5,630 (Village of Jerry City)

VILLAGE OF NORTH BALTIMORE

Install 14 ADA compliant curb ramps along North Main Street from Walnut Street to Elm Street in the Village of North Baltimore.

Total Project Cost	\$21,953
Total CDBG Funds Requested	\$18,453
Local Contribution	\$ 3,500 (Village of North Baltimore)

VILLAGE OF NORTHWOOD

Perform pavement improvements in the Foster Place Subdivision in the City of Northwood.

Total Project Cost	\$74,600
Total CDBG Funds Requested	\$37,300
Local Contribution	\$37,300 (City of Northwood)

VILLAGE OF PEMBERVILLE

Help fund the addition to the Pemberville Town Hall and Opera House to make it ADA Compliant. The addition will include an elevator and handicapped restrooms.

Total Project Cost	\$372,000
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Total CDBG Funds Requested	\$ 50,000	
Local Contribution	\$ 322,000	(State of Ohio capital Bill Funding, Corporate and Private Donations)

CITY OF ROSSFORD

Install 2 Automatic door operators to the main entrance of the Rossford Community Recreation Center to become ADA compliant.

Total Project Cost	\$5,416
Total CDBG Funds Requested	\$5,416
Local Contribution	\$0

VILLAGE OF TONTOGANY

Install 13 ADA compliant curb ramps located along Tontogany Creek Road from Crom Street to Kellogg Road in the Village of Tontogany.

Total Project Cost	\$19,500
Total CDBG Funds Requested	\$17,550
Local Contribution	\$ 1,950 (Village of Tontogany)

VILLAGE OF WALBRIDGE

Install approximately 7 ADA compliant curb ramps with truncated domes along Main Street from Clayton Street to Wilber Street.

Total Project Cost	\$16,310
Total CDBG Funds Requested	\$13,460
Local Contribution	\$ 2,850 (Village of Walbridge)

VILLAGE OF WESTON

Demolish the 2,000 SF abandoned concrete water treatment plant building, fill the tank holes with crushed concrete and fill embankments where building and tanks existed.

Total Project Cost	\$27,900
Total CDBG Funds Requested	\$22,320
Local Contribution	\$ 5,580 (Village of Weston)

WOOD COUNTY BOARD OF DEVELOPMENT DISABILITIES

Remove and replace the roof on a home that provides housing for individuals served by Wood County Board of Developmental Disabilities. (Will require income surveys)

Total Project Cost	\$45,000
Total CDBG Funds Requested	\$45,000
Local Contribution	\$ 0

After summarizing the details of the applications, Mr. Steiner turned the item over to the Planning Commission members for review and discussion. Mr. Black then allowed all individuals who were present in the audience to give a brief summary of their projects.

After much discussion regarding the projects that would be funded, Mr. Alexander made a motion to recommend to the Board of County Commissioners to fund the following projects and amounts:

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|---------------------------|-------------|
| 1. Village of Bloomdale | \$28,870.00 |
| 2. Village of Haskins | \$43,900.00 |
| 3. Village of Pemberville | \$50,000.00 |
| 4. Village of Tontogany | \$17,550.00 |

Ms. Schuerman seconded the motion and Commission members responded with a vote of 7 in favor, 3 opposed (Mr. Brossia, Ms. Herringshaw, Mr.Kuhlman), motion carried.

After a brief discussion of alternate projects and remaining project dollars, Ms. Schuerman made a motion to select the following projects as alternate projects:

ALTERNATES:

- | | |
|-----------------------|-------------|
| 1. Village of Bradner | \$45,000.00 |
| 2. Village of Weston | \$22,320.00 |

Included in that motion was the recommendation that the Planning Commission split the remaining unallocated program dollars equally (if applicable) between the four (4) selected projects to lessen the local share required. Ms. Thompson seconded the motion and Commission members responded with a vote of 8 in favor, 2 opposed (Ms. Herringshaw, Mr. Kuhlman), motion carried.

The final calculations of the projects being recommended to the Board of County Commissioners were as follows:

- | | |
|---------------------------|-------------|
| 1. Village of Bloomdale | \$32,705.00 |
| 2. Village of Haskins | \$47,735.00 |
| 3. Village of Pemberville | \$53,835.00 |
| 4. Village of Tontogany | \$21,385.00 |

ZONING – LAKE TOWNSHIP

Brad Delventhal had submitted an application on behalf of the East Side Suburban Animal Clinic to rezone approximately 2.8 acres of land in Section 3 of Lake Township from an R-2 Residential Zoning Classification to a B-1 Neighborhood Business Zoning Classification. The purpose of the request was that the applicants wished to construct a new animal clinic on the parcel.

Mr. Steiner stated that the parcel was located on the southwest corner of Woodville and Pemberville Roads. Mr. Steiner noted that Owen Road was located approximately one half mile to the west and the City of Northwood was located approximately 2200 feet to the north.

Mr. Steiner stated that the parcel was zoned R-2 Residential, Lands to the west and south were also zoned R-2 Residential, Land to the east was zoned B-2 General Commercial, and land to the north was zoned B-1 Neighborhood Business. Mt. Steiner noted that existing land use in the area was fairly diverse with a mixture of commercial and residential uses occurring near each other and that the Wood County Comprehensive Land Use Plan had identified the area where the parcel was located at as being in an Urban Infill area.

Mr. Steiner stated that there were no identified floodplain or wetland areas on the parcel and all utilities were available.

Mr. Steiner noted that the proposed end use and desired zoning classification did fit in with what existed in the immediate area. Mr. Steiner stated that the subject parcel would be subject to screening and buffering requirements where commercial areas abutted the residential areas, and would need to be enforced by the township.

Mr. Allion asked the applicant if the site would have access from Woodville Road. Mr. Gary Holfinger stated that the new clinic would have access from the existing drive on Woodville Road as well as a side entrance from Pemberville Road that would be set back away from the intersection.

There being no further discussion, Ms. Schuerman made a motion to recommend to Lake Township that the Township approve the request to rezone approximately 2.8 acres of land in Section 3 of Lake Township from an R-2 Residential Zoning Classification to a B-1 Neighborhood Business Zoning Classification. Ms. Thompson seconded the motion and Commission members responded in full support.

ZONING – FREEDOM TOWNSHIP

Countyline Co-Op submitted an application to rezone approximately 10.3 acres of land in Section 2 of Freedom Township from an A-1 Agricultural Zoning Classification to an M-1 Industrial Zoning Classification. The purpose of the request was that the applicant wished to construct a new fertilizer manufacturing facility on the parcel.

Mr. Steiner stated that the parcel is located on the east side of Pemberville Road, directly adjacent to the northerly corporation line for the Village of Pemberville. Mr. Steiner noted that the subject parcel was currently zoned A-1 Agricultural, lands to east were also zoned A-1 Agricultural, lands to the west were zoned M-1 Industrial, lands to the north were zoned B-1 Neighborhood Commercial and lands to the south were located in the Village of Pemberville. Mr. Steiner stated that the Wood County Comprehensive Land Use Plan had designated the area where the parcel was located as being in an Urban Infill area. Mr. Steiner stated that there were no floodplains or wetlands on the parcel and all utilities were available to the parcel.

Mr. Steiner noted some of the permitted, accessory and conditional uses allowed in an M-1 zoned area of Freedom Township and noted that if the property were to be rezoned to M-1, the end user would need to meet all of Freedom Township's requirements for setbacks, parking, screening and buffering.

Mr. Black asked if the applicant was present, Ms. Schuerman noted that the applicant had left the meeting. Mr. Alexander asked if all of Freedom Township was zoned, Mr. Steiner noted that the entire township was zoned.

There being no further discussion, Mr. Carter made a motion to recommend to Freedom Township that the township approve the request to rezone approximately 10.3 acres of

land in Section 2 of Freedom Township from an A-1 Agricultural Zoning Classification to an M-1 Industrial Zoning Classification. Ms. Thompson seconded the motion and Commission members responded in a vote of 10 in Favor, Chairman Black opposed, motion carried.

SUBDIVISION – MIDDLETON TOWNSHIP

ESA Engineers had submitted a plat on behalf of Midland Agency entitled “Saddlebrook Plat Twelve” for final plat approval. The plat consisted of eleven (11) single family lots and covered approximately 5.2 acres of land. This plat was the twelfth phase of development in the existing Saddlebrook Subdivision.

Mr. Steiner stated that the plat was located in the existing Saddlebrook Subdivision. Mr. Steiner noted this particular phase was in the northwest portion of the subdivision. Mr. Steiner noted that Roachton Road bordered this phase to the north and access to it would be from the extension of Thistledown Lane as well as from a new street entitled Addington Court.

Mr. Steiner stated that the underlying plat property was zoned R-3 Residential, lands to the south, east and west were also zoned R-3 Residential, and lands to the north were located in the City of Perrysburg.

Mr. Steiner stated that this plat contained the following plat improvements: sidewalks, streets with 25 feet of back to back paving with curbs and gutters, public water and sanitary sewer, and other utilities such as gas, electric and cable. Mr. Steiner noted that lots would have access through the extension of Thistledown Lane as well as through the newly created Addington Court.

Mr. Steiner stated that all the lots meet Middleton Township’s minimum zoning requirements with the exception of Lot 222 which contained 56.08 feet of frontage and Middleton Township required 56.25 feet of frontage for a cul-de-sac lot. All other items of concern to the Planning Commission appeared to have been met. Mr. Steiner noted that some minor items found by the Engineer’s office would need to be corrected before the plat was filed.

There being no further discussion, Mr. Allion made a motion to grant final approval to “Saddlebrook Plat Twelve” with the conditions that the recommendations of the Engineer’s office and the frontage discrepancy be corrected first. Mr. Kuhlman seconded the motion and Commission members responded in full support, motion carried.

SUBDIVISION - PERRYSBURG TOWNSHIP

Chairman Black noted that the “Replat of Lots 7 & 8 in Cambridge” had been removed from the evening’s agenda per the applicant’s request.

SUBDIVISION - PERRYSBURG TOWNSHIP

George Oravec submitted an application on behalf of Randall and Deborah Ernsthausen for a final replat entitled “Replat of Lots 16 & 17 Waterford Beside the River”. This replat proposed to combine the existing Lots 16 & 17 in the plat of Waterford Beside the River into one new lot of record.

The purpose for this was that the applicant wished to construct a new dwelling on the lots that would straddle the existing lot lines. Per Perrysburg Township Zoning, the lots needed combined into one single lot in order to place the dwelling across the parcels.

Mr. Steiner stated that the lots were located on the east side of East Waterford Drive and State Route 65, and River Road was located approximately 400 feet to the south. Mr. Steiner noted that the two (2) existing lots were currently zoned PUD-R which was Planned Unit Development Residential. Mr. Steiner stated that all lands surrounding the lots also had a PUD-R designation. Mr. Steiner noted that land use in the area was medium to low density residential and that there were no floodplains or wetlands on the lots and all utilities were available.

Mr. Steiner noted that the Engineer's office had found multiple errors on the plat and would need several revisions. Mr. Steiner explained that the plat could be given final approval upon the condition that all of the errors be corrected before it was released for recording.

Mr. Alexander asked if this plat could be tabled due to there being multiple errors and deficiencies. Mr. Steiner stated that it was up to the Planning Commission to decide that. Mr. Aaron Schoen of Schoen Builders asked to know what type of errors were noted. Mr. John Musteric, Wood County Deputy Engineer, noted that there were surveying errors and labeling errors among other items.

Following additional discussion, Mr. Alexander made a motion to defer the plat back to the applicant until the developer made the corrections and re-submitted the plat for review. Mr. Carter Seconded the motion. Following additional discussion about future plats being submitted and limiting the number of errors allowed, the Commission members voted 10 in favor, none opposed, motion carried.

(Ms. Thompson then exited the meeting)

SUBDIVISION RULES AND REGULATIONS

Mr. Steiner reported that the Planning Commission staff had worked extensively with the Wood County Engineer's office to make revisions to the Subdivision Rules and Regulations. Mr. Steiner pointed out that under the new regulations, a plat that had been given preliminary approval under the old regulations that had not expired, nor been amended, would be allowed to follow the old regulations for the final plat, even if the new regulations were in effect.

Mr. Alexander asked about the relationship between the Wood County Subdivision Site Improvement Manual (WCSSIM) and the Wood County Subdivision Rules and Regulations. Mr. Steiner noted that the two documents worked together and that the Subdivision Regulations referenced the WCSSIM often for specific details required by the Wood County Engineer's office.

Following a brief discussion, Mr. Alexander made a motion to recommend the updated Subdivision Rules and Regulations to the County Commissioners for approval. Mr. Kuhlman seconded the motion and Commission members responded with a vote of 9 in favor, none opposed, motion carried.

CHAIRMAN'S TIME

Mr. Black thanked everyone for their time and attendance at the meeting, and noted that he would not be present at the July Planning Commission meeting.

DIRECTOR'S TIME

Mr. Steiner reported that the July Planning Commission meeting would be held on July 1, 2014 and that the River Bend Plat 3-5 would be on the agenda.

Mr. Steiner noted that he had looked into Mr. Black's inquiry regarding special meetings. Mr. Steiner reported that according to the Planning Commission by-laws, a special meeting could be called by the Chairman or Vice Chairman fulfilling the duties of Chairman on 2 days' notice or by any three members of the Planning Commission with 5 days' notice.

Following a brief discussion about the CDBG selection process, Ms. Schuerman made a motion to adjourn the June 3, 2014 Planning Commission Meeting. Mr. Lockwood seconded the motion, Commission members responded in full support, meeting adjourned.