

**Wood County Planning Commission**  
**June 2, 2015 @ 5:30pm**

The Wood County Planning Commission met in regular session on Tuesday, May 5, 2014 at the County Office Building in Bowling Green. Planning Commission staff in attendance was David Steiner and Katie Baltz. 4 guests were in attendance

Chairman Black called the meeting to order.

**Roll Call**

John Alexander-Present, Tony Allion-Present, Rob Black-Present, John Brossia-Absent, Jim Carter-Present, Doris Herringshaw-Present, Ray Huber-Absent, Joel Kuhlman-Absent, Donna Schuerman-Present, Leslee Thompson-Present.

Mr. Alexander made a motion to approve the May 2015 Planning Commission Special meeting minutes with corrections. Mr. Alexander noted that the word feet needed to be added on page three (3) paragraph four (4), following the number fifteen (15). Ms. Schuerman seconded the motion and Commission members responded in full support.

**New Business**

**MIDDLETON TOWNSHIP – SUBDIVISION EXTENSION REQUEST**

Feller Finch & Associates on behalf of McCarthy Builders had submitted a request for a one year preliminary plat extension for the plat(s) Riverbend Plats 3, 4, and 5.

Mr. Steiner stated that Riverbend Plats 3-5 were granted preliminary approval at the July 1, 2014 Planning Commission meeting and that these plats were the last plats to be granted preliminary approval under the old subdivision rules and regulations. Mr. Steiner noted that these plats were not subject to the preliminary plat extension policies in the new subdivision regulations and would only be subject to the new policies if the plat layout were to be changed from what was granted preliminary approval.

Steve Darmofal of Feller Finch and Associates stated that they were just requesting a one year extension as Mr. Steiner had noted.

There being no further discussion, Mr. Alexander made a motion to approve the one year plat extension request for Riverbend Plats 3, 4 and 5, Mr. Carter seconded the motion, Commission members responded with a vote of 6 in favor, none opposed, motion carried.

**SUBDIVISION REGULATIONS VARIANCE REQUEST – MONTGOMERY TOWNSHIP**

Judith Keiser had submitted an application seeking a variance from the 175 foot lot frontage requirement set forth in the Wood County Subdivision Rules and Regulations.

Mr. Steiner stated that the applicant's property was located in Montgomery Township, an unzoned township, and that the Wood County Subdivision Rules and Regulations pertaining to minimum parcel frontages and lot sizes were enforced in unzoned townships through the Subdivision Regulations.

Mr. Steiner stated that the applicant wished to subdivide the subject property in order to settle an estate and in order to split the property as desired, a variance on the minimum lot front frontage would need to be granted.

Mr. Steiner stated that the subject parcel consisted of 38 acres of land and was located on the west side of Wayne Road. Mr. Steiner noted that the applicant did reach out to the Planning Commission Staff prior to the adoption of the new Regulations and at that time, what they were proposing would have been allowable. Mr. Steiner noted that in the time between receiving verbal approval and actually hiring a surveyor, the regulations had changed.

Mr. Steiner stated that the Planning Commission Staff recommended that the Planning Commission grant a variance from the 175 feet of frontage for the parcel.

Following much discussion, the Planning Commission determined that a drawing or survey would need to be submitted to show exactly what was being proposed in order to avoid a blanket variance for the entire property.

Mr. Kuhlman entered the meeting at 5:40 PM.

Mr. Allion made a motion to table the item until such time that a drawing was submitted showing the dimensions of the parcel splits being proposed, and what the variance would be for. Ms. Thompson seconded the motion, Commission members responded with a vote of 6 in favor, none opposed, Ms. Schuerman abstained.

#### **WOOD COUNTY PLANNING COMMISSION LAND USE PLAN**

Mr. Steiner stated that the Planning Commission had received 7 Statements of Qualifications (SOQ) from firms from Ohio and Michigan in response to the published Request for Qualifications to create a new Land Use Plan for Wood County. Mr. Steiner stated that he would need Planning Commission members to volunteer to help review the SOQ's in order to choose three or four firms to come before the Planning Commission to be interviewed.

Mr. Black, Mr. Alexander and Ms. Schuerman all volunteered to meet in July to review the Statements of Qualifications before the next Planning Commission meeting on July 7, 2015.

#### **DIRECTOR'S TIME**

Mr. Steiner reviewed Planning Commission staff activities performed in April and May.

#### **CHAIRMAN'S TIME**

Following a brief discussion and there being no further items of business, Ms. Thompson made a motion to adjourn the June 2, 2015 Planning Commission Meeting. Mr. Kuhlman seconded the motion, Commission members responded in full support, meeting adjourned.