

Wood County Planning Commission
October 6, 2015 @ 5:30pm

The Wood County Planning Commission met in regular session on Tuesday, October 6, 2015 at the County Office Building in Bowling Green. Planning Commission staff in attendance was David Steiner and Katie Baltz. 8 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, Doris Herringshaw-Present, Ray Huber-Present, Joel Kuhlman-Absent, Craig Lahote-Absent, Donna Schuerman-Present, Leslee Thompson-Present, David Wirt-Present.

Ms. Thompson made a motion to approve the September 2015 Planning Commission meeting minutes. Mr. Allion seconded the motion and Commission members responded in full support.

New Business

Mr. Kuhlman entered the meeting at 5:35 PM.

SUBDIVISION – PERRYSBURG TOWNSHIP

ESA Engineers and Midland Agency of NW Ohio had submitted a plat entitled “Eckel Trace Plat 3” for final approval.

Mr. Steiner stated that this plat was part of the original Eckel Trace Subdivision and consisted of fourteen (14) single family lots on approximately 5.8 acres of land. Mr. Steiner stated that the property was located in northeastern quarter of Section 17 of Perrysburg Township. Mr. Steiner stated that the plat was located on the south side of Eckel Junction Road and noted that State Route 199 (McCutchenville Road) was located approximately 1,550 feet to the west of the proposed plat, and that the Shawnee Trace subdivision was located to the north of the plat in the City of Perrysburg.

Mr. Steiner stated that the property was currently zoned R-3 Residential and that lands to the south and west were zoned A-1 Agricultural. Mr. Steiner noted that lands to the east were zoned PUD-R and lands to the north were located in the City of Perrysburg and were zoned R-3 Single Family Residential.

Mr. Steiner noted that the Wood County Comprehensive Land Use Plan had designated the area as being located in an urban infill area and noted that land use in the area was medium density residential. Mr. Steiner stated that all utilities were available to this plat and there were no natural hazards such as floodplains or wetlands associated with the property.

Mr. Steiner stated that there were a total of fourteen (14) single family lots located within the plat and that plat improvements included streets with 60 feet of right of way, and included water, sewer, gas, and electric utilities. Mr. Steiner stated that lots with rear

yards facing Eckel Junction Road would have a mandatory 2 foot anti vehicular access easement. Mr. Steiner stated that the new lots would be accessed by Bay Trace and Summer Trace Drives.

Mr. Steiner stated that the errors found by the Planning Commission Staff were for the signature pages to be updated with correct Commissioners' names being listed on the plat.

Mr. Steiner stated that the Engineer's office had given the Planning Commission staff a list of concerns with the plat that day, and that the document had been passed out to Planning Commission members.

Mr. Greg Boudouris of ESA Engineering stated that the location map in the slide show was inaccurate and that plat three was located more to the north and the right.

Mr. Black asked when the plat was submitted. Mr. Steiner stated that he thought the plat was submitted in August but was held up to have a few things corrected before being on the agenda. Mr. John Musteric, Wood County Deputy Engineer stated that the plat was held up because construction plans had not yet been reviewed.

Mr. Alexander stated that there seemed to be a disconnect between the applicants, the Engineer's office and the Planning Commission and that it could make Commission members feel uncomfortable.

Mr. Huber stated that plats needed to be correct as much as physically possible in order to be filed by the County Recorder, and that consultants needed to be submitting correct documents. Mr. Huber stated that in the past he had requested that plats with more than 6 errors would be returned to the consultants.

Ms. Thompson stated that she was confused by the timeline and why the consultants were being penalized when they didn't know about errors.

Following a discussion, Mr. Kuhlman asked if something could be sent out by the Planning Commission or the Engineer's office informing applicants that complete documents needed to be submitted.

Mr. Alexander made a motion to table "Eckel Trace Plat Three" until the Engineer's office's concerns had been addressed, Mr. Allion seconded the motion. Mr. Kuhlman asked if tabling the item would be impacting any development plans. Mr. Boudouris stated that he didn't think so. Commission members voted 7 in favor, none opposed, Mr. Huber abstained.

Brian McCarthy, of McCarthy Builders stated that there seemed to be a disconnect between the Planning Commission, the Engineer's office and the Engineer's and Developers. Mr. McCarthy stated that developers were willing to do anything but need feedback and information. Mr. Black suggested that developers sit down with the Engineer's office to work out any questions.

SUBDIVISION – PERRYSBURG TOWNSHIP

Mr. Steiner stated that Feller Finch & Associates and Midland Agency of NW Ohio had submitted a plat entitled “Eckel Trace Plat 6” for final approval. Mr. Steiner stated that this plat was part of the original Eckel Trace Subdivision that was granted preliminary approval in 2003 and consisted of thirteen (13) single family lots and two (2) open space lots on approximately 7.8 acres of land.

Mr. Steiner stated that this plat was located in the northeastern quarter of Section 17 of Perrysburg Township on the south side of Eckel Junction Road. Mr. Steiner stated that State Route 199 (McCutchenville Road) was located approximately 1,500 feet to the west of the proposed plat and that the Shawnee Trace subdivision was located in the City of Perrysburg to the north.

Mr. Steiner noted that the property was currently zoned R-3 Residential, lands to the south and west were zoned A-1 Agricultural, lands to the east were zoned R-3 Residential and lands to the north were located in the City of Perrysburg. Mr. Steiner stated that land use in the area was medium density residential and The Wood County Land Use Plan had designated the area where the subject plat was located at as being in an urban infill area and all utilities were available to this plat.

Mr. Steiner stated that plat improvements included streets with 60 feet of right of way, and all utilities including water, sewer, gas, and electric were included. Mr. Steiner noted that the new lots would be accessed by the extension of Carronade Drive. Mr. Steiner stated that it was the intent to extend Carronade Drive from its current terminus in Eckel Trace Plat One to State Route 199 (McCutchenville Road) and the thirteen (13) lots would then be accessed by this extension of Carronade Drive.

Mr. Steiner stated that the signature page had Commissioner Carter’s signature listed in the title block and this needed to be corrected. Mr. Steiner noted that the Engineer’s office had given the Planning Commission staff a list of concerns with the plat that day, and that the document had been passed out to Planning Commission members.

Mr. Alexander made a motion to table the Eckel Trace Plat 6 until the next meeting for the Consultant to correct the Engineer’s Office’s concerns. Mr. Allion seconded the motion.

Penny Getz, Middleton Township stated that she drives the area often and urged the Commission to be sure that the right-of-way be wide enough to carry the increased traffic on Carronade Drive.

Commission members voted 7 in favor, none opposed, Mr. Huber abstained.

ZONING – FREEDOM TOWNSHIP

Port’s Petroleum Company, Inc. submitted an application to rezone 5 acres of land from A-1 Agricultural to a B-2 Highway Business Zoning Classification.

Ms. Baltz stated that the property being rezoned consisted of 5.0 acres of land in Section 36 of Freedom Township. Ms. Baltz stated that the parcel was located on the north side of

State Route 6, approximately 330 feet west of State Route 23/Fostoria Road and three quarters of a mile east of Bradner Road.

Ms. Baltz stated that the reason for the requested zoning change as stated on the application was for property redevelopment and expansion of the existing commercial site (Fuel Mart).

Ms. Baltz stated that the property was currently zoned A-1, Fuel Mart was zoned B-2 Highway Business, lands to the north and northwest of the property were zoned A-1 Agricultural. Ms. Baltz noted that the trailer court located approximately a quarter of a mile west of the property was zoned R-3 Multi-Dwelling – Mobile Home and lands to the south of Route 6 were in Montgomery Township which had no zoning.

Ms. Baltz stated the Wood County Comprehensive Land Use Plan had designated the area where the parcel is located at as an urban small town expansion area and bordered an urban infill area. Ms. Baltz stated that there were no wetlands or floodplains on the property. Ms. Baltz noted that the applicant's engineer had said that there was an existing well on site and a septic – treatment facility on site.

Ms. Baltz listed the permitted and conditional uses allowed in a B-2 Zoning Classification. Ms. Baltz stated that given the parcel's location and size of the parcel, land use plan designation and surrounding zoning, the Planning Commission staff would recommend that the Planning Commission recommend to Freedom Township that the Township approve this request.

Troy Barman, of Lewandowski Engineers stated that this was the recent rebuild of the existing facility and the new facility would differentiate more between truck traffic and passenger car traffic. Mr. Barman stated that the applicant was working with ODOT to close a curb cut and shift a curb cut to improve drive locations.

Mr. Alexander asked if it was the Township's responsibility to notify the neighbors of the potential zoning change and not the Planning Commission. Ms. Baltz stated that he was correct; it was the township's responsibility, not the Planning Commission's responsibility.

There being no further discussion, Ms. Schuerman made a motion to recommend that Freedom Township approve the request to rezone a 5 acre parcel of land from an A-1 Agricultural zoning classification to a B-2 Highway Business zoning classification. Ms. Thompson seconded the motion, Commission members responded in full support.

ZONING MIDDLETON TOWNSHIP

Mr. Steiner stated that the Planning Commission had recommended to the Wood County Townships that the Townships address non-traditional accessory buildings in their zoning resolutions.

Mr. Steiner stated that the Middleton Township Zoning Commission had chosen to add language to their current Zoning Resolution to address non-traditional accessory buildings.

Mr. Alexander suggested that the definitions be reviewed in the prosecutor's office to keep current with any land use law changes.

There being no further discussion, Mr. Kuhlman made a motion to recommend that Middleton Township approve the zoning text amendment, Mr. Alexander seconded the motion, Commission members responded in full support.

ZONING TROY TOWNSHIP

The Troy Township Zoning Commission and Trustees had submitted a text amendment to the current Troy Township Zoning Resolution.

Mr. Steiner stated that according to the current Troy Township Zoning Resolution, anyone wanting to install a pond on their property is required to seek a conditional permit to do so. Mr. Steiner stated that by making it a permitted accessory use, none of the steps for a conditional permit would need to be followed.

There being no further discussion, Mr. Allion made a motion to recommend to Troy Township that the Township approve this request, Ms. Thompson seconded the motion, Commission members responded in full support.

PUBLIC FORUM

Mr. Jeff Ford, Middleton Township Zoning Inspector questioned whether the Preliminary Plat for the Village at River Bend Lakes had been signed and granted approval, despite the plat conditions not being met. Mr. Ford stated that the conditions for approval were to perform a traffic study and to address ditch issues. Mr. Ford stated that additional changes to the plat had appeared to have been made.

Mr. Steiner stated that the preliminary plat had been signed.

Mr. Feller stated that changes that were made to the plat were a result of correcting the Engineer's office's concerns. Following a brief discussion, Mr. Black advised the Planning Commission to meet with all of the parties involved and to report back to the Planning Commission next month.

DIRECTOR'S TIME

Staff Activities Report

Mr. Steiner reviewed the staff activities for August and September 2015.

Director's Annual review

Mr. Steiner passed out the essay that was created for his annual review.

Mr. Steiner passed out a list of individuals who had agreed to be part of the new Land Use Plan Steering Committee. Mr. Steiner stated that additional individuals would be added to the list.

Mr. Steiner stated that the next Planning Commission meeting would be on November 3, 2015, which was Election Day. Mr. Allion and Ms. Thompson stated that they would not be at the November meeting.

Mr. Allion stated that the disconnect for plat approval needed be resolved. Mr. Allion suggested that the Planning Commission send out a letter informing engineers that “if you expect an approval of your plat, the checklist that is required will need to be complete”.

Mr. Alexander suggested that the County Engineer’s office host a meeting with the Engineering and Development community to resolve the issues and present the expectations.

CHAIRMAN’S TIME

Mr. Black stated that the follow up responses from the firms interested in drafting the new land use plan confirmed that McBride Dale would be his first choice.

Following a brief discussion, Mr. Alexander made a motion to recommend that the Wood County Commissioners enter into contract negotiations with McBride Dale Clarion to draft the new Land Use Plan, Ms. Thompson seconded the motion, none opposed, motion carried.

There being no further items of business, Ms. Schuerman made a motion to adjourn the October 6, 2015 Planning Commission Meeting. Ms. Thompson seconded the motion, Commission members responded in full support, meeting adjourned.