



**WOOD COUNTY PLANNING COMMISSION
AGENDA
OCTOBER 4th, 2016 at 5:30 PM**

The Wood County Planning Commission will meet in regular session on Tuesday, October 4th, 2016 at the County Office Building in Bowling Green, Ohio. The time of this meeting is 5:30 pm. A suggested agenda follows:

OLD BUSINESS

NEW BUSINESS

Approval of the August 2016 Planning Commission Meeting Minutes.

WOOD COUNTY PLANNING COMMISSION STAFF ACTIVITIES REPORT

Staff activities for August - September 2016 will be reviewed.

ZONING LIBERTY TOWNSHIP

The Liberty Township Zoning Commission has submitted a series of "housekeeping" items for their current zoning Resolution. They have also submitted a new article setting forth requirements for demolition of structures in the township.

ZONING MIDDLETON TOWNSHIP

CTE, LTD. submitted an application to rezone one parcel of land from an A-1 Agricultural Zoning Classification to a M-1 Light Industrial Zoning Classification. The parcel is 73.98 acres in size and is located on the north side of Devils Hole Road in section 29 of Middleton Township. The reason for the zoning change as stated on the application is to allow for the expansion of CTE's tenant, Principle Business Enterprises, the anticipated need for additional production equipment, and to potentially build a new warehouse/distribution building.

SUBDIVISION - MIDDLETON TOWNSHIP

ESA Engineers have submitted a final plat entitled "Saddlebrook Plat 18" for review and final approval. Said plat is the eighteenth (18th) phase of the overall Saddlebrook Subdivision. Plat 18 consists of a total of twenty (20) single family residential lots covering approximately 7.11 acres of land in Middleton Township.

SUBDIVISION - PERRYSBURG TOWNSHIP

ESA Engineers have submitted a final plat entitled "Eckel Trace Plat 4" for review and final approval. Said plat is the fourth phase of the existing Eckel Trace Subdivision, and contains 14 single family lots and covers approximately 5.38 acres of land in Perrysburg Township.

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OCTOBER 4TH, 2016 MEETING
WOOD COUNTY PLANNING COMMISSION

SUBDIVISION - MIDDLETON TOWNSHIP

Feller Finch & Associates on behalf of Brian McCarthy – McCarthy Builders have submitted a preliminary plat entitled “Riverbend Lakes Plat Three” for preliminary review and approval. Said plat is the third phase of the Riverbend Lakes Subdivision. The plat as presented contains a total of 22 single family residential lots and covers approximately 11.95 acres in Middleton Township.

SUBDIVISION – MIDDLETON TOWNSHIP

Feller Finch & Associates on behalf of Brian McCarthy – McCarthy Builders have submitted a final plat entitled “Riverbend Lakes Plat Three” for final review and approval. Said plat is the third phase of the Riverbend Lakes Subdivision. The applicants submitted the preliminary plat of this subdivision as the prior agenda item. It is the applicant’s desire to be granted preliminary approval and then right after receiving preliminary approval receive final approval. The final plat as presented contains a total of 22 single family residential lots and covers approximately 11.95 acres. The plat as proposed will contain all necessary and required plat improvements such as water, sewer, storm sewer, gas, electricity and sidewalks.

PUBLIC FORUM

CHAIRMAN’S/COMMISSION MEMBER’S TIME

DIRECTOR’S TIME

ADJOURNMENT

Please make plans to attend!

ITEM #1 – ZONING LIBERTY TOWNSHIP

APPLICANT

Liberty Township Zoning Commission
23577 Jerry City Road
Custar, OH 43511

PROPOSAL

Liberty Township has submitted a series of zoning text updates and one new article to their current zoning resolution. The updates consist of standard “housekeeping” items. The new article consists of language that regulates demolitions of structures over 200 square feet in size.

ATTACHMENTS

1-1: Updated items and new article.

STAFF ANALYSIS

As noted above, the majority of these items are housekeeping items such as adjusting vocabulary, punctuation, etc. The new article deals with demolition of structures over 200 square feet.

This new article requires that anyone seeking to demolish a structure in Liberty Township over 200 Square Feet in size is required to obtain a permit from the township zoning inspector prior to commencing with the demolition.

The new article is comprehensive and well thought out. The requirements are written to address several health and safety concerns such as making sure all utilities are shut off prior to demolition, all wells, septic tanks and cisterns must be secured, and the debris – offal needs to be disposed of in a manner approved by the EPA and/or Wood County Health District.

STAFF RECOMMENDATION

As stated in the analysis above, the Staff feels that the new article is well thought out and well written. There are, however, some items that the Township will want to at least discuss prior to any official action being taken on this article.

The first item is in regards to the actions applicants need to take prior to obtaining a demolition permit. Liberty Township may want to insert language that makes it very clear that the applicants need to have the necessary information (utility shut off confirmation, flammable storage tanks removed, etc.) in hand to present to the zoning inspector at the time the permit is applied for. This will give some assurance that an applicant will simply acquire a permit and then proceed with the demolition process without following the outlined rules. It will also place the burden of acquiring this information on the applicant, not the zoning inspector.

The second item pertains to enforcement. While it does not need to be inserted into the new article, the township needs to understand going into this new process that there will be an increased need for enforcement, specifically that the township rules for demolitions are being followed by permit holders. Additionally, if demolition is occurring without a permit, the township must stop the process until a permit is obtained.

As long as the township gives consideration to the two items listed above, then the Planning Commission Staff that the Commission recommend to Liberty Township that the Township approve these amendments and new article.

ITEM #2 – ZONING MIDDLETON TOWNSHIP

APPLICANT(S)

CTE, LTD/Principle Business Enterprises
20189 Pine Lake Rd.,
Bowling Green, OH 43402

PROPOSAL

The applicants wish to rezone one parcel of land from an A-1 Agricultural Zoning Classification to a M-1 Light Industrial Zoning Classification. The parcel is 73.98 acres in size. The reason for the zoning change as stated on the application is to allow for the expansion of CTE's tenant, Principle Business Enterprises, the anticipated need for additional production equipment, and to potentially build a new warehouse/distribution building.

LOCATION

The property being rezoned consists of 73.98 acres of land in Section 29 of Middleton Township. More specifically, the land is located on the north side of Devils Hole Road, approximately 675 feet east of I-75 and approximately 1375 feet west of Dunbridge Road.

LAND USE AND ZONING

The property is currently zoned A-1 Agricultural. Lands to the west are currently zoned M-1 Industrial. Lands to the north, east and south of the property are zoned A-1 Agricultural.

The Wood County Comprehensive Land Use Plan has designated the area where the parcel is located at as an Employment Center Area and the lands to the North and west are Urban/Small Town Expansion areas. The property does not have floodplains or wetlands. Public utilities are not available to this property.

ATTACHMENTS

2-A. - Location and Zoning Map

STAFF ANALYSIS

The applicant's proposal is to rezone 73.98 acres of land from an A-1 Agricultural Zoning Classification to an M-1 Light Industrial Zoning Classification. The applicant desires the ability to expand the existing business and anticipates the need for additional production equipment and/or warehouse/distribution building.

The parcel directly to the west is zoned M-1 Light Industrial. Lands to the north, east and south are zoned A-1 Agricultural

There is a residence located just south of the area being rezoned and there are additional residential properties (zoned agricultural) east of the property. If the parcel were to be rezoned, there would be landscaping and buffering requirements that would be enforced in the M-1 Industrial district.

The Wood County Comprehensive Land Use Plan has designated the area where the parcel is located at as an Employment Center Area and the lands to the North and west are Urban/Small Town Expansion areas. The property does not have floodplains or wetlands on the property. Public utilities are not available to this property.

STAFF RECOMMENDATION

Given the parcel's location which adjoins another industrially zoned parcel and the Wood County Land Use Plan's designation of this area as an Employment Center Area, an M-1 Agricultural land use is a fitting use of the land.

Given the above factors, it is the recommendation of the Wood County Planning Commission Staff that the Planning Commission recommend to Middleton Township that the Township approve this request.

ITEM #3 – SUBDIVISION - MIDDLETON TOWNSHIP

APPLICANT(S)

ESA Engineers
5353 Secor Road
Toledo, OH 43623

PROPOSAL

Applicants have submitted a final plat entitled “Saddlebrook Plat 18” for review and final approval. Said plat is the eighteenth (18th) phase of the overall Saddlebrook Subdivision. Plat 18 consists of a total of twenty (20) single family residential lots covering approximately 7.11 acres of land.

LOCATION

As noted above, the plat is located within the existing Saddlebrook Subdivision. It is bordered to the north by Saddlebrook Plat 17, to the south by Hull Prairie Meadows Plat Two and The Village at Hull Prairie Meadows Plat 1, to the west by unplatted lands, and to the east by Saddlebrook Plat 11.

LAND USE AND ZONING

The underlying plat is zoned R-3 Residential. Lands to the east, north and west are zoned R-3 Residential as well. Lands to the south in the Hull Prairie development are zoned R3-PUD. Land use in the area is primarily residential, and the Comprehensive Land Use Plan has designated this area as being in an urban – small town expansion area. There are no floodplains or wetlands located on the plat and all utilities are available to the plat.

ATTACHMENTS

- 3-1: Location Map
- 3-2: Plat Map
- 3-3: Letter from Wood County Engineer

STAFF ANALYSIS

This item is the 18th phase of the Saddlebrook Subdivision. This particular phase consists of twenty (20) single family residential lots and covers approximately 7.1 acres of land. Access to the plat will be through a new street entitled Reddington Court and through the extension of Saddle Horn Drive. The proposed lots meet Middleton Township’s minimum requirements for parcels in an R-3 Residential district.

Plat improvements include streets with 60 feet of right of way, curbs, gutters, storm and sanitary sewers, and all necessary utilities.

The Wood County Engineer’s Office reviewed the plat and found errors that they identified as “major”. (Said letter is attached as an attachment item.)

Middleton Township has expressed concern regarding the issue of connectivity and traffic flow within the plat. There is concern that emergency services will have a hard time getting in and out of the plat.

STAFF RECOMMENDATION

The Planning Commission Staff feels that the plat errors identified by the Engineer's Office, while present, do not warrant a denial of approval by the Planning Commission. This being said, the Planning Commission Staff recommends approval of Saddlebrook Plat 18 with the understanding that the plat will not be released for recording until the Wood County Engineer's Office is satisfied that all errors and deficiencies have been corrected.

ITEM # 4 – SUBDIVISION - PERRYSBURG TOWNSHIP

APPLICANT:

ESA Engineers
5353 Secor Road
Toledo, OH 43623

PROPOSAL

Applicants have submitted a final plat entitled “Eckel Trace Plat 4” for review and final approval. Said plat is the fourth phase of the existing Eckel Trace Subdivision, and contains 14 single family lots and covers approximately 5.38 acres of land.

LOCATION

The plat is located in Section 17 of Perrysburg Township within the existing plat of Eckel Trace. More specifically it is located approximately 370 feet south of Eckel Junction Road, and 1200 feet east of State Route 199. Eckel Trace Plat 2 is located to the west of and south the plat, Eckel Trace Plat 3 borders the plat to the north, and Emerald Lakes Plat 2 is located to the east of the plat

LAND USE AND ZONING

Lands to the west, south and north of the plat are zoned R-3 Suburban Residential. Lands to the east in the Emerald Lakes development are zoned PUD-R (Planned Unit Development Residential). Land use in the area is medium density residential, and the Wood County Land Use Plan has designated the area where the subject plat is located at as being in an urban infill area. All utilities are available to this plat and there are no natural hazards such as floodplains or wetlands associated with the property.

ATTACHMENTS

- 4-1 Location Map
- 4-2 Plat Map
- 4-3 Letter from Engineer

STAFF ANALYSIS

Eckel Trace Plat 4 is the fourth (4th) phase of the larger Eckel Trace subdivision. Plat 4 contains fourteen (14) single family lots and covers approximately 5.38 acres of land. All utilities are present including water, sewer, storm sewer, gas, electric, etc. The lots will be accessed extension of Summer Trace and Spring Trace Drives. Said streets have 60 feet of right of way with curbs and gutters.

Upon Planning Commission Staff review of this item, it was noted that there is an error regarding the zoning listed on the lands to the east of the plat in the Emerald Lakes Subdivision. The plat drawing has these lands listed as being zoned R-3 Suburban Residential, but further research indicates that these lands are actually zoned PUD-R (Planned Unit Residential)

The Wood County Engineer’s Office also identified errors and or deficiencies, which are listed in an attached letter from their Office. These errors are listed as “major” items by the Engineer’s Office.

STAFF RECOMMENDATION

It is the opinion of the Planning Commission Office that the Engineer's Office comments, while certainly relevant and need corrected, are not of the nature that warrants denial of the plat. This recommendation is further justified by the fact that the Engineer's Office will not release the plat for recording until all errors are corrected.

ITEM # 5 - SUBDIVISION – MIDDLETON TOWNSHIP

APPLICANT(S)

Feller Finch & Associates
1683 Woodlands Drive
Maumee, OH 43537

McCarthy Builders Inc.
3818 King Road
Toledo, OH 43617

PROPOSAL

Applicants have submitted a preliminary plat entitled “River Bend Lakes Plats 3” for preliminary approval. The residential subdivision consists of twenty two (22) single family lots covering approximately 11.95 acres of land in River Tracts 53 and 54 of Middleton Township.

LOCATION

The plat is part of the larger River Bend development located off River Road in River Tracts 54 and 55 of Middleton Township. This particular phase of the subdivision will be accessed by the extension of John F. McCarthy Way.

LAND USE AND ZONING

The underlying plat is zoned R-3 Residential. Lands to the east, south, north and west are zoned R-3 Residential as well. Land use in the area is primarily residential, and the Comprehensive Land Use Plan has designated this area as being in an urban – small town expansion area. There are no floodplains or wetlands located on the plat and all utilities are available to the plat.

ATTACHMENTS

- 5-1. Location Map
- 5-2. Plat Map
- 5-3: Letter from Wood County Engineer’s Office

STAFF ANALYSIS

This is the third phase of the Riverbend Lakes subdivision. The Riverbend Lakes subdivision was the first portion of the overall Riverbend development to be platted. Plat three continues this platting process.

Riverbend Lakes Plat Three was granted preliminary approval at the July 2014 Planning Commission meeting. In July of 2015 Feller Finch & Associates, engineers for the plat, requested a one year extension on the preliminary approval. This extension was granted. The extension deadline has since passed and as a result, the applicants are submitting a new preliminary plat.

In regards to plat specifics, the plat contains twenty two (22) single family residential lots and covers approximately 11.95 acres of land. Access to the plat will be through the extension of John F. McCarthy Drive. Plat improvements include sidewalks, water and sewer, storm sewers, gas and electric. In addition to these improvements, a sixty (60) foot wide landscape easement is shown along the rear lot lines of Lots 151 through 161. Said easement is also the location of a pipeline easement. After inquiring with the engineer for the plat, the director was told that the pipeline easement holder has no issues with landscaping on the easement site provided that only shrubs, no trees be planted in the easement area.

In regards to this landscape easement, it was revealed by Middleton Township that mounding is occurring on said easement. Upon inquiring with the engineer of the plat, the Director learned that per the pipeline easement holders, mounding was allowed as well as shrub type landscaping. Middleton Township has also stated that there appears to be a possible zoning violation in regards to the rear yard setback requirements and the placement of the mound. This item will need to be addressed by the applicant and Middleton Township at the meeting.

Middleton Township has requested that if the road "eyebrow" planned along the east portion of John F. McCarthy Way is intended to be landscaped, then the township requests that it be asphalt instead.

The Planning Commission Staff when reviewing said plat for items specific to the Planning Commission, found the following errors:

1. Waterville Drive needs to be shown on the plat.
2. The existing detention basin needs to be shown.

The Engineer's Office provided the Planning Commission Office with their comments and concerns in a letter dated September 19th, 2016. Said letter is attached and outlines in detail the errors and concerns the Engineer's Office has identified, including two (2) of the ones that the Planning Commission Staff review found.

STAFF RECOMMENDATION

As noted in the Staff Analysis, the Planning Commission Staff have found two (2) errors in regards to the items the Planning Commission Office is reviews. The Engineer's Office has noted several other items based on what their Office reviews. The items identified by the Engineer's Office have been classified as "major" errors by their Office.

In regards to a formal recommendation from the Planning Commission Staff, it is the recommendation that the Commission carefully consider the errors and deficiencies noted by the Engineer's Office and the Planning Commission Office. Upon consideration, if the Commission feels comfortable approving the preliminary plat as presented, then approval is warranted. If the Commission feels that the errors and deficiencies are severe and numerous enough to deny approval, then denial is warranted.

Lastly, it is recommended that if the preliminary plat is denied approval, then the next agenda item which is the final version of the plat, be passed over or pulled from the agenda. The reasoning being that if the plat cannot receive preliminary approval, it stands to reason that the final plat will have the same errors and therefore not be able to meet approval either.

ITEM # 6 - SUBDIVISION – MIDDLETON TOWNSHIP

APPLICANT(S)

Feller Finch & Associates
1683 Woodlands Drive
Maumee, OH 43537

McCarthy Builders Inc.
3818 King Road
Toledo, OH 43617

PROPOSAL

Applicants have submitted a final plat entitled “River Bend Lakes Plats 3” for final approval. The residential subdivision consists of twenty two (22) single family lots covering approximately 11.95 acres of land in River Tracts 53 and 54 of Middleton Township.

LOCATION

The plat is part of the larger River Bend development located off River Road in River Tracts 54 and 55 of Middleton Township. This particular phase of the subdivision will be accessed by the extension of John F. McCarthy Way.

LAND USE AND ZONING

The underlying plat is zoned R-3 Residential. Lands to the east, south, north and west are zoned R-3 Residential as well. Land use in the area is primarily residential, and the Comprehensive Land Use Plan has designated this area as being in an urban – small town expansion area. There are no floodplains or wetlands located on the plat and all utilities are available to the plat.

ATTACHMENTS

- 6-1. Location Map
- 6-2. Plat Map
- 6-3: Letter from Wood County Engineer’s Office

STAFF ANALYSIS

This is the third phase of the Riverbend Lakes subdivision. The Riverbend Lakes subdivision was the first portion of the overall Riverbend development to be platted. Plat three continues this platting process.

Riverbend Lakes Plat Three was granted preliminary approval at the July 2014 Planning Commission meeting. In July of 2015 Feller Finch & Associates, engineers for the plat, requested a one year extension on the preliminary approval. This extension was granted. The extension deadline has since passed and as a result, the applicants submitted a new preliminary plat, which is detailed in the agenda item above. The applicants have stated that their goal at this meeting is to receive preliminary approval and if granted, then receive final approval.

In regards to plat specifics, the plat contains twenty two (22) single family residential lots and covers approximately 11.95 acres of land. Access to the plat will be through the extension of John F. McCarthy Drive. Plat improvements include sidewalks, water and sewer, storm sewers, gas and electric. In addition to these improvements, a sixty (60) foot wide landscape easement is shown along the rear lot lines of Lots 151 through 161.

The Planning Commission Staff when reviewing said plat for items specific to the Planning Commission, found the following errors:

1. On the plat certification page, the Health Department's sign off needs to have Lana Glore listed as the Health Director, not the assistant Health Director.
2. The existing detention basin needs to be shown.

The Engineer's Office provided the Planning Commission Office with their comments and concerns in a letter dated September 19th, 2016. Said letter is attached and outlines in detail the errors and concerns the Engineer's Office has identified, including two (2) of the ones that the Planning Commission Staff review found.

Said letter listed several issues and deficiencies the Engineer's Office found the plat to have. These items were classified as "major" issues by the Engineer's Office.

STAFF RECOMMENDATION:

As noted in the Staff Analysis, the Planning Commission Staff have found two (2) errors in regards to the items the Planning Commission Office is reviews. The Engineer's Office has noted several other items based on what their Office reviews. The items identified by the Engineer's Office have been classified as "major" errors by their Office.

In regards to a formal recommendation from the Planning Commission Staff, it is the recommendation that the Commission carefully consider the errors and deficiencies noted by the Engineer's Office and the Planning Commission Office. Upon consideration, if the Commission feels comfortable approving the final plat as presented, then approval is warranted. If the Commission feels that the errors and deficiencies are severe and numerous enough to deny approval, then denial is warranted.