

**Meeting Minutes**  
**Wood County Planning Commission**  
**May 2, 2017 @ 5:30pm**

The Wood County Planning Commission met in regular session on Tuesday, May 2, 2017 at the County Office Building in Bowling Green, Ohio. Planning Commission staff in attendance was David Steiner and Katie Baltz. 4 guests were in attendance.

Chairman Alexander called the meeting to order.

**Roll Call**

John Alexander-Present, Tony Allion-Present, Rob Black-Present, Theodore (Ted) Bowlus-Absent, John Brossia-Present, Doris Herringshaw-Present, Craig LaHote-Absent, John Musteric-Present, Donna Schuerman-Present, Leslee Thompson-Present, David Wirt-Present.

Ms. Herringshaw stated that Mr. LaHote was ill and would not be in attendance.

Mr. Alexander stated that there would be an amendment to the proposed agenda. Mr. Steiner stated that the last item on the agenda, the replat of lots 123 and 124 in the River Bend Lakes Subdivision Plat 12 had been pulled by the applicant.

Mr. Alexander stated that Mr. Feller had been 1 day late in submitting several agenda items. Mr. Alexander stated that he had allowed the items to be placed on the May agenda in the interest of moving things along, and stated that it should not be a habit in the future. Mr. Alexander made a motion to continue the meeting with the amended agenda, Commission members responded with full support.

**Unfinished Business**

Mr. Alexander stated that there was no unfinished business to attend to.

**New Business**

Ms. Thompson made a motion to approve the February 7, 2017 Planning Commission meeting minutes, Mr. Black seconded the motion. Mr. Alexander stated that the February 7, 2017 meeting minutes needed to be corrected to show that Mr. Alexander was absent from the meeting. There being no further discussion, Commission members responded in full support.

**Staff Activities Report**

Mr. Steiner read through the highlights of the staff activities for January, February, March and April.

Mr. Alexander asked if the Planning Commission knew how much Block Grant funding Wood County would receive. Mr. Steiner stated that changes had been made at the State level, and that Wood County would now be receiving funding on even years beginning in 2018.

## **SUBDIVISION - PERRYSBURG TOWNSHIP**

Peter and Catherine Calderon submitted a final plat entitled "Calderon Plat 1" for review and approval.

Mr. Steiner stated that the plat was located in the existing Cambridge Subdivision, and consisted of the combination of Lot 1 in the replat of Lots 7 & 8 in Cambridge, and all of the existing Lot 6 in the Cambridge Subdivision.

Mr. Steiner stated that the plat in question was located in River Tract 75 of Perrysburg Township. Mr. Steiner stated that the lots in question fronted Jacqueline Place, and Bates Road was approximately 985 feet to the east.

Mr. Steiner stated that the subject property was currently zoned R-1 Rural Residential low density, that there were no floodplains or wetlands on the parcel and that land use in the area consisted of low to medium density residential.

Mr. Steiner stated that the applicants wanted to combine the existing Replat of Lots 7 & 8 with Lot 6 in the Cambridge Subdivision into one new lot of record and that the only way to combine the lots was to replat them into one new lot.

Mr. Steiner noted that all utilities, roadways and water and sewer systems had already been installed.

Mr. Steiner stated that it was the recommendation of the Wood County Planning Commission Staff that the Planning Commission grant final approval to the plat "Calderon Plat 1" with the condition that all labeling errors on the plat as presented be corrected.

Mr. Greg Feller stated that he would be representing the applicant.

Mr. Alexander asked if the County Engineer had reviewed the plat.

Mr. Musteric stated that Mr. Steiner had initially forgotten to send the closure reports that were required for the Plat. Mr. Musteric stated that once he had received the closure reports, he had begun his review, but stopped reviewing the plat after a number of errors were identified on the plat.

Mr. Feller apologized for the incomplete application and stated that whatever comments were made would be addressed. Mr. Feller noted that the Engineer's office wouldn't sign off on the plat until all necessary changes were made.

Mr. Musteric stated that he would not continue to review the plat until all necessary information was received.

Mr. Bowlus entered the meeting at 5:41 pm.

Mr. Black made a motion to recommend approval of “Calderon Plat 1” subject to approval by the Wood County Engineer. Ms. Herringshaw seconded the motion. Following a brief discussion, Mr. Alexander called for a vote.

John Alexander-No, Tony Allion-Yes, Rob Black-Yes, Theodore (Ted) Bowlus-Yes, John Brossia-Yes, Doris Herringshaw-Yes, Craig LaHote-Absent, John Musteric-No, Donna Schuerman-Yes, Leslee Thompson-Yes, David Wirt-Yes. Motion Carried.

### **SUBDIVISION - MIDDLETON TOWNSHIP**

Feller Finch and Associates along with McCarthy Builders had submitted a preliminary plat entitled “The Village at Riverbend”.

Mr. Steiner stated that this plat was a redesigned version of a plat that had been granted preliminary approval at the February 2016 Planning Commission meeting. Mr. Steiner stated that this new version contained 306 single family residential lots and covered 123.18 acres of land. Mr. Steiner stated that the lots on the east side of the plat had been redesigned to accommodate single family residential lots, and the layout of the pond had been changed.

Mr. Steiner stated that the plat was part of the larger River Bend development located off River Road in River Tracts 54 and 55 of Middleton Township and that this particular phase of the subdivision would be accessed by the extension of Waterville Drive and from Roachton Road.

Mr. Steiner stated that the underlying plat was zoned R-3 Residential. Mr. Steiner stated that lands to the east, south and west were zoned R-3 Residential, and lands to the north were located in the City of Perrysburg and were zoned R-1 Residential. Mr. Steiner noted that land use in the area was primarily residential and that there were no floodplains or wetlands located on the plat and all utilities were available to the plat.

Mr. Steiner stated that the Planning Commission Staff had a concern about connectivity and that the Middleton Township Officials have also expressed concerns over the newly redesigned pond in relation to their current zoning requirements.

Mr. Musteric stated that the big change was that the cul de sac would cross the existing ditch, and they would put a culvert underneath the road, and in the future they would move the pond and shorten the cul de sacs on the west side so the ditch could run down the existing plat line, and extend the existing cul de sacs on the east side. Mr. Feller stated that another change on the east half of the property had been to change the design from two-family homes to single family homes.

Mr. Black asked if the applicant had spoken with the neighboring Subdivision Developer, Steve Mitchell. Mr. McCarthy stated that he had not spoken to Steve Mitchell about this specific subdivision. Mr. Black stated that in the past Mr. Mitchell had been involved in discussions about this subdivision and would like to know if he is okay with it.

Mr. Black asked if the Commission was approving the changes to the Preliminary plat for the entire subdivision. Mr. Black asked how this plat would impact Plat 2, which would be the next agenda item. Mr. Feller stated that Plat 1 and Plat 2 did not change and would not be impacted.

Mr. Ford stated that in Plat 2 there were three lots (43, 44, and 57) that didn't meet zoning. Mr. Feller stated that every lot was checked, and that it was likely a rounding issue.

Mr. Ford stated that there was an issue for the pond and that the top of bank was not called out and Middleton Township required 10 feet from the top of bank. Mr. Ford stated that this was also an issue on plats 2,5,7,8,6,4.

Mr. Feller stated that this was a preliminary drawing and all easements, dimension rounding issues, ditches and ponds would be shown on a final plat.

Mr. Alexander asked if the re-design of the plat would only affect plats 3-13. Mr. Steiner stated that this plat would only affect plats 3-13.

Mr. Black asked if a preliminary plat were approved, if the Planning Commission could approve minor changes later. Mr. Steiner stated that minor changes could be made.

Following a brief discussion, Mr. Black made a motion to recommend approval of the preliminary plat entitled "The Village at Riverbend" subject to corrections required by the Wood County Engineer. Ms. Schuerman seconded the motion. Following a brief discussion, Mr. Alexander called for a vote.

John Alexander-Yes, Tony Allion-Yes, Rob Black-Yes, Theodore (Ted) Bowlus-Yes, John Brossia-Yes, Doris Herringshaw-Yes, Craig LaHote-Absent, John Musteric-Yes, Donna Schuerman-Yes, Leslee Thompson-Yes, David Wirt-Yes. Motion Carried.

#### **SUBDIVISION - MIDDLETON TOWNSHIP**

Feller Finch and Associates along with McCarthy Builders had submitted a final plat entitled "The Village at Riverbend Plat Two".

Mr. Steiner stated that the plat was part of the larger River Bend development located off River Road in River Tracts 54 and 55 of Middleton Township. Mr. Steiner stated that this particular phase of the subdivision would be accessed by the extension of Sunset Maple Drive and from Roachton Road.

Mr. Steiner stated that it had been decided that before any more plats in the Village at Riverbend development were submitted, a traffic study must be done. Mr. Steiner stated that a traffic study had been done and submitted, but not in time for review by the Wood County Engineer.

Mr. Alexander asked for a reading of the specific motion. Ms. Baltz read from the March 1, 2016 meeting minutes:

*“There being no further discussion, Mr. Alexander made a motion to approve the preliminary plat entitled the Village at Riverbend in Middleton Township with the reminder that a traffic study will be required with plat two, that the issue of connectivity is of great interest to the Planning Commission and that when Silver Pine Court is developed in Plat two that it will be a full cul de sac. Mr. Kuhlman seconded the motion, Commission members responded with a vote of 7 in favor, none opposed, Mr. Huber abstained”.*

Mr. Musteric stated that the traffic study had been received via email.

Mr. Feller stated that the traffic study had been submitted in early January, it had been reviewed, revised and re-submitted, additional counts were done and they had been working with the County Engineer’s office the entire time, and felt like they complied with the requirements.

Mr. Musteric stated that the traffic study wasn’t sealed or signed when it was submitted. Mr. Musteric stated that he spoke to Mr. Dave Kuhn from Feller Finch & Associates regarding the traffic study who stated that it was preliminary and wanted the County Engineers office to look through it and see if any changes needed to be made.

Mr. Alexander stated that the traffic study was not before the Planning Commission, and that the Engineers office hadn’t reviewed the plat.

Mr. Musteric stated the closure sheets hadn’t been submitted for the 31 lots on this plat, and that it would not be reviewed without them.

Following a brief discussion, Mr. Black made a motion to defer the final plat “The Village at Riverbend Plat Two” to the June 6<sup>th</sup> Planning Commission Meeting, Ms. Thompson seconded the motion, Mr. Brossia asked why the item was being deferred, Mr. Black stated that the traffic study hadn’t been reviewed and the Engineer’s office had concerns.

Mr. Alexander called for a vote. John Alexander-Yes, Tony Allion-Yes, Rob Black-Yes, Theodore (Ted) Bowlus-Yes, John Brossia-Yes, Doris Herringshaw-Yes, Craig LaHote-Absent, John Musteric-Yes, Donna Schuerman-Yes, Leslee Thompson-Yes, David Wirt-Yes. Motion Carried.

#### **SUBDIVISION - MIDDLETON TOWNSHIP**

Feller Finch and Associates had submitted a preliminary plat entitled “River Bend Lakes” for review and approval.

Mr. Steiner stated that the plat was the remainder of the original River Bend Lakes Subdivision, however, it had been redesigned. Mr. Steiner stated that the applicant intended to begin submitting final plats 4-6 of the subdivision, and wanted to have a preliminary plat in place.

Mr. Steiner stated that the plat was part of the larger Riverbend development located off River Road in River Tracts 54 and 55 of Middleton Township and lots would have their main access from the extension of Grand Bank Way. Mr. Steiner stated that inner access to the proposed lots would be through Sunset Harbour and North Cape Court.

Mr. Steiner stated that the underlying plat was zoned R-3 Residential. Lands to the east, south and west were zoned R-3 Residential. Mr. Steiner noted that land use in the area was primarily residential and that there were no floodplains or wetlands located on the plat, and all utilities were available to the plat.

Mr. Steiner stated that the main concern with this redesigned plat was the connectivity issue and how it would be addressed. Mr. Steiner stated that there would be a total of 51 lots as proposed when plats 4-6 were completed.

Mr. Musteric stated that the Commission may need to look at requirements for future issues with connectivity and ingress/egress for a certain number of lots. Mr. Musteric stated that the Engineer's office may also look at requirements being used by other counties for building temporary turn arounds.

Mr. McCarthy stated that the plat changes were centered around the ditch. Mr. McCarthy stated that the shorter phase had been created due to the Engineers office wanting to put the ditch under maintenance and to get the culvert established across the ditch. Mr. McCarthy stated that they had been trying to work with everybody to get things accomplished.

Mr. McCarthy stated that plats 4 and 5 were connected before and had been broken apart in order to make smaller phases, and plat 5 would connect to plat 3. Mr. McCarthy stated that traffic would enter and travel down Grand Bank Way to the additional lots.

Ms. Penny Getz, Middleton Township Trustee asked Planning Commission members to look closely at ditch locations and property lines to reduce future water issues with residents.

Mr. Ford asked if this plat would have to follow the new subdivision rules and regulations, and if the road would have to be 29 feet instead of 25 feet. Mr. Musteric stated that this plat would be required to follow the new subdivision rules and regulations, and stated that the applicant could request to stay at 25 feet.

Mr. McCarthy stated that the application would be pulled if the Planning Commission and the new subdivision regulations were going to require them to widen existing roads to meet the requirements. Mr. Musteric stated that it would be silly to make Mr. McCarthy go from 25 feet to 29 feet and he would recommend that the Planning Commission allow the streets to remain 25 feet throughout.

Mr. Alexander asked Mr. McCarthy to address the issue of connectivity.

Mr. McCarthy stated that John McCarthy Drive and Grand Bank Way would not be connected until Plat 5. Mr. Musteric stated that Plat 4 was taking care of getting across the ditch, and would also bring traffic in from the other direction.

Mr. Allion asked if this was the Southern border of what was originally platted. Mr. Steiner stated that yes it was and that it was all zoned R-3 south of this plat. Mr. Allion asked if there were any other stub streets that ran south of this plat to the property to the south. Mr. Allion stated that the possibility existed to consider putting another stub street into this area that would travel southward.

Following a brief discussion, Mr. McCarthy stated that putting a stub street on lot 191 or 192 would make sense, and would be comfortable with that.

Mr. Black made a motion to approve the preliminary plat of River Bend Lakes subject to access to the property to the south through a stub street within Plat 5, and to allow the applicant to adhere to the previous subdivision regulation requirements for 25 feet back to back road requirements instead of 29 feet, and subject to the corrections required by the County Engineer. Mr. Wirt seconded the motion.

Mr. Alexander called for a vote. John Alexander-Yes, Tony Allion-Yes, Rob Black-Yes, Theodore (Ted) Bowlus-Yes, John Brossia-Yes, Doris Herringshaw-Yes, Craig LaHote-Absent, John Musteric-Yes, Donna Schuerman-Yes, Leslee Thompson-Yes, David Wirt-Yes. Motion Carried.

#### **CHAIRMAN'S TIME/COMMISSION MEMBERS' TIME**

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

Mr. Steiner stated that the June Meeting would not have the CDBG project selections as it had in previous years.

There being no further items of business, Ms. Schuerman made a motion to adjourn the May 2, 2017 Planning Commission Meeting. Mr. Black seconded the motion, Commission members responded in full support, meeting adjourned.