

**Meeting Minutes**  
**Wood County Planning Commission**  
**February 5, 2019 @ 5:30pm**

The Wood County Planning Commission met in regular session on Tuesday, February 5, 2019 at the County Office Building in Bowling Green, Ohio. Planning Commission staff members in attendance were David Steiner and Deminique Heiks. Planning Commission members in attendance were: Tony Allion, Steve Arnold, Ted Bowlus (arrived at 5:42 pm), John Brossia, Doris Herringshaw, Craig LaHote, John Musteric, Jeffrey Schaller, John Schuerman, and Erik Wineland. No guests were in attendance.

Chairman John Musteric called the meeting to order.

**Old Business**

**New Business**

Mr. Schuerman made a motion to approve the January 2018 Planning Commission meeting minutes. Mr. Wineland seconded the motion. Mr. Musteric called for a vote.

Mr. Allion - Yes, Mr. Arnold - Yes, Mr. Bowlus - Absent, Mr. Brossia - Yes, Ms. Herringshaw - Yes, Mr. LaHote - Yes, Mr. Musteric - Yes, Ms. Ruland - Absent, Mr. Schaller – Yes, Mr. Schuerman - Yes, Mr. Wineland - Yes.

**ZONING – MIDDLETON TOWNSHIP**

The Middleton Township Zoning Commission submitted an application to make a series of “housekeeping” updates to their current zoning resolution.

Mr. Steiner stated the Middleton Township zoning inspector told him he was not going to attend the Planning Commission meeting because the application was self-explanatory.

Mr. Steiner provided an overview of the application. Mr. Steiner stated the updates predominantly included language and use changes. Mr. Steiner stated the township zoning commission had drafted the changes and that the township trustees have the final decision as to whether or not to approve the amendments.

Mr. Wineland asked Mr. Steiner if there were any recent zoning changes regarding medical marijuana. Mr. Steiner answered no. Mr. Steiner stated he encourages trustees to pass a resolution prohibiting these businesses when townships reach out to him for guidance on this matter. Mr. Steiner stated prohibiting these businesses would give the townships time to develop zoning regulations for them. Mr. Steiner stated the zoning approach he would suggest would be treating the businesses like adult entertainment.

Mr. Schuerman made a motion to recommend that Middleton Township approve the request to make the series of updates to the zoning resolution. Mr. Allion seconded the motion.

Mr. Musteric called for a vote.

Mr. Allion - Yes, Mr. Arnold - Yes, Mr. Bowlus - Absent, Mr. Brossia - Yes, Ms. Herringshaw - Yes, Mr. LaHote - Yes, Mr. Musteric - Yes, Ms. Ruland - Absent, Mr. Schaller – Yes, Mr. Schuerman - Yes, Mr. Wineland - Yes.

## **PUBLIC FORUM**

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

#### **DIRECTOR’S TIME**

Mr. Steiner asked the members if they would be interested in him providing short presentations on specific topics during the upcoming meetings.

Mr. Wineland asked for clarification on the different types of authority held by the Planning Commission and the County Commissioners over the office of the Planning Commission. Mr. Wineland specifically asked if the Planning Commission office answers to the Planning Commission or the County Commissioners. Mr. Steiner stated that the Planning Commission is the appointing authority, so the office answers to the Planning Commission. Mr. Steiner also noted that the County Commissioners sit on the Planning Commission and provide the funding for the office. Mr. Steiner stated he reports to the County Administrator for day-to-day operations.

Mr. Musteric asked if the Planning Commission staff could send out information to the commission members about the new addresses they issue. Mr. Steiner stated he already includes that information in the staff activities report. Ms. Herringshaw stated it would be helpful to also receive the address locations. Multiple commission members stated they were interested in receiving a more detailed version of the staff activities report prior to the meetings.

Mr. Steiner asked for more specifications for the new report. Mr. Wineland suggested forming a subcommittee to determine some guidelines. After much discussion, the commission members decided the Planning Commission staff should send the staff activities report with the agenda packet. They instructed the staff to include more details.

#### **Staff Activity Report**

Mr. Steiner reviewed the staff activities performed in January 2019.

Mr. Schaller asked if the address and split totals were typical. Mr. Steiner answered the numbers were lower than usual.

Mr. Wineland asked if any of the Planning Commission grants help with flooding issues. Mr. Steiner answered no.

Mr. Musteric provided an update on Freedom Estates. Mr. Musteric stated nobody has come to his office to petition for maintenance to place the existing storm water drainage system(s) under maintenance.

Mr. Wineland made a motion to adjourn the February 5, 2019 Planning Commission meeting. Mr. Schaller seconded the motion. Commission members responded in full support. The meeting adjourned.

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