**Meeting Minutes**

**Wood County Planning Commission**

**December 3, 2019**

**5:30 pm**

The Wood County Planning Commission met in regular session on Tuesday, December 3rd, 2019 at the County Office Building in Bowling Green, Ohio.  Planning Commission staff members in attendance were David Steiner and Jamie Stanley.  Planning Commission members in attendance were Tony Allion, Steve Arnold, Ted Bowlus, Doris Herringshaw (arrived at 5:36pm), John Musteric, Barbara Ruland, Jeffrey Schaller, John Schuerman and Erik Wineland. Nine guests were in attendance.

Chairman John Musteric called the meeting to order.

**Old Business**

**New Business**

Dr. Bowlus made a motion to approve the November 2019 Planning Commission meeting minutes.  Mr. Allion seconded the motion.

Mr. Musteric called for a vote.

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

**SUBDIVISION-MIDDLETON TOWNSHIP**

Mr. Steiner provided an overview of the application. Mr. Steiner stated Feller Finch and Associates has submitted a replat of the preliminary plat of the Village at Riverbend plat and more specifically applicant had elected to add more connectivity within the existing plat by redesigning some of the road layouts in the existing plat, which required a replat.

Mr. Steiner explained that the proposal involved the entire existing Village at Riverbend plat. The developers had elected to redesign the street layouts for better connectivity. By doing so, a new preliminary plat needed to be approved.

Mr. Steiner stated that the subject plat was the entire Village at Riverbend subdivision located in River Tracts 53-54-55 in Middleton Township. Mr. Steiner stated that Roachton Road borders the plat to the north and serves as the primary access to the plat.

Mr. Stated that the plat as presented covers approximately 123.77 acres of land, and contains 305 single family lots (163 of which have yet to be platted). The new plat sees the redesign of what had been depicted as plats 6-12 on the originally approved preliminary plat. Specifically, the applicant had removed a series of cul-de-sacs that had been part of Plats 6-12.

Mr. Steiner explained that all streets have 60’ ft. of right of way and 25’ ft. of paving, and all utilities. Open space is also included and is part of the overall open space requirement.

Mr. Steiner stated all parcels are zoned R-3 Residential and the land use in the area is predominately residential of medium to low density.

Mr. Steiner noted there were a number of concerns – questions – errors that need to be addressed by the applicant before plat approval.

Mr. Steiner advised the Planning Commission that they can approve, approve with conditions, deny or table the item. Mr. Steiner maintained the stance that a preliminary plat is the most important plat in the platting process and what is approved on the preliminary plat sets the plan for how the proposed plat will be developed. Given this stance, Mr. Steiner indicated he feels most comfortable when as many uncertainties as possible are eliminated.

Mr. Steiner recommended that the Commission either approve the plat with the condition that the errors are corrected and the questions are answered satisfactorily, or that the item be tabled until the applicant resubmits a new plat that addresses all of the concerns and errors identified.

The item was then turned over to the Planning Commission for discussion.

The Commission asked for clarity on exactly where the new plats are located relative to Plats 1-5.

The Commission sought clarity as to plats 6-12 and particularly where they were located in the plans. The Commission expressed confusion as to how the plans were labelled. The applicant responded and clarified where Plats 6-12 were located and indicated they would address the concerns and errors to eliminate any confusion of the Commission members.

There was discussion as to any traffic studies near the access points and Mr. Musteric indicated that there had been a study done on Roachton Road.

Mr. Wineland made a motion that the Commission grant approval to the replat as presented contingent upon the developer addressing the Engineer’s letter and the concerns of the Planning Commission office. Mr. Arnold seconded the motion.

Mr. Musteric called for a vote.

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

**ZONING – GRAND RAPIDS TOWNSHIP**

Mr. Steiner provided an overview of an application to update the current zoning resolution of Grand Rapids Township. Specifically, the amendments involved adding language for agritourism, solar power generation and outdoor wood fired boilers. There are additional housekeeping items as well as the Township seeking guidance on whether or not certain items should be modified or included in the current resolution.

Mr. Steiner stated that the changes and updates were very well written and addressed the Township’s needs.

Representatives from the Township stated their goal was to prevent issues before they occur.

The Commission asked for a definition of agritourism and asked about the existence of shipping container specific language. Township representatives stated they thought language regulating shipping containers existed. Mr. Steiner and the Planning Commission indicated they didn’t find the language within the existing and amended resolution, and it was recommend to the township to check and to see if it was this regulation was passed by Trustee resolution.

Mr. Steiner stated that agritourism consisted of uses and activities like pick your own produce operations, corn maze and pumpkin patch businesses.

Mr. Steiner recommended approval and indicated the Planning Commission would continue to assist the Township with their update process.

Ms. Ruland made a motion to recommend that Grand Rapids Township approve the updates and additions with the indicated changes before passing the text amendment request. Mr. Bowlus seconded the motion.

Mr. Musteric called for a vote.

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

**ZONING – PERRYSBURG TOWNSHIP**

Mr. Steiner provided an overview of the application. Mr. Steiner stated that the applicants had submitted an application to rezone approximately 27.2 acres in Section 17 of Perrysburg Township from an A-1 Agricultural zoning classification to an R-5 Suburban Residential District zoning classification. The applicant had stated they wish to construct an active adult living community on the parcel.

Mr. Steiner stated the parcel is specifically located on the west side of Schieder Road. Interstate 75 borders the parcel to the west and State Route 199 is approximately 1,100 feet to the east.

The parcel is zoned A-1 Agricultural. Parcels to the east and south of the subject parcel are also zoned A-1 Agricultural. Lands to west and north are located within the right of way area of Interstate 75. Lands across from the parcel on the opposite side of Interstate 75 are located in the City of Perrysburg and are zoned R-3 and R-4 Residential.

Mr. Steiner stated that the Wood County Land Use Plan has designated this area as being located in a growth management area which is an area where it is advised that land use decisions be carefully made as they have the potential to impact the future land use in the vicinity. Mr. Steiner explained Perrysburg Township’s Land Use Plan has the area where this parcel is located at as being in a medium density residential area.

The applicants indicated that they wish to build a senior citizen living community on the parcel. Mr. Steiner explained the Township’s zoning requirements in an R-5 District and that the applicants would be limited to 69 living units. Mr. Steiner stated there is public water located on the parcel and a package plat serves the wastewater needs of the current uses to the south of the subject parcel and per the Wood County Health Department and EPA would have sufficient capacity to handle additional wastewater.

Mr. Steiner explained that at 27.2 acres, the parcel crosses the threshold of the commonly held standard that anything over 20 acres is not considered a spot zone. Mr. Steiner stated that the requested zoning is in line with what the Township has slated the area for in their master land use plan. Mr. Steiner indicated that there is also medium to high density residential uses occurring towards the east of the parcel in the Eckel Trace subdivision.

Mr. Steiner stated that the area where the subject parcel is located at is highly unlikely to remain agricultural and that it is located in an area where residential uses are either in place, or will be expanding. The Township’s master plan has the area slated for medium density residential.

Mr. Steiner recommends to the Planning Commission that the Commission recommend to Perrysburg Township that the Township approve this request.

The Commission and applicants discussed future plans and the potential for future second access from Carronade roundabout. Perrysburg Township indicated there were no issues from their office.

Ms. Herringshaw made a motion to recommend that Perrysburg Township approve the zoning change request. Mr. Bowlus seconded the motion.

Mr. Musteric called for a vote.

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

**PUBLIC FORUM**

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

Mr. Musteric

**DIRECTOR’S TIME**

Mr. Musteric indicated there were no items to discuss.

Mr. Wineland asked for a description of a package plant. The group stated it was a mini sewage treatment facility that is privately owned under EPA oversight.

The Commission also discussed potential issues for the future.

**Staff Activity Report**

Mr. Steiner extended “Congratulations” to Anthony “Tony” Allion on his retirement. The Commission extended thanks for the many years of service Mr. Allion provided.

Mr. Steiner reviewed the staff activities performed in November 2019. Mr. Steiner stated that 4 rural addresses were issued as of November 22. Mr. Steiner stated that six (6) parcel splits were finalized and five (5) parcel combinations were finalized as of November 22, 2109. Mr. Steiner continued to train Ms. Stanley as the planner. Mr. Steiner prepared the items for the December 2019 Planning Commission Meeting.

Mr. Steiner stated that he, Ms. Stanley and Commissioner’s Staff attended the CDBG grant training on November 18.

Mr. Steiner stated that Ms. Stanley attended a NWOP planning conference on November 14.

Mr. Steiner researched zoning language for solar farms.

Mr. Steiner stated he provided consultation to the Wood County Commissioner’s regarding the creation of a new Community Reinvestment Area (CRA) in Henry Township.

Mr. Steiner updated members regarding grant activity. Mr. Steiner worked on CDBG grants and a CHIP grant. Mr. Steiner stated that the PY2018 Village of Custar street resurfacing project. Mr. Steiner stated that there were no bids received for the roof replacement portion of the PY2018 Perrysburg Heights NRG grant and that it would be rebid. Mr. Steiner also indicated that that PY2018 Village of Risingsun sidewalk project would be scaled back and rebid.

Ms. Ruland made a motion to adjourn the November 5, 2019 Planning Commission meeting. Mr. Allion seconded the motion. Commission members responded in full support. The meeting adjourned.