**Meeting Minutes**

**Wood County Planning Commission**

**October 1, 2019**

**5:30 pm**

The Wood County Planning Commission met in regular session on Tuesday, October 1, 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, Ted Bowlus, John Brossia, Doris Herringshaw (arrived after minutes were approved), Craig LaHote, John Musteric, Barbara Ruland, Jeffrey Schaller, John Schuerman and Erik Wineland.  Ten guests were in attendance.

Chairman John Musteric called the meeting to order.

**Old Business**

**New Business**

Mr. Bowlus made a motion to approve the September 2019 Planning Commission meeting minutes.  Mr. LaHote seconded the motion.

Mr. Musteric called for a vote.

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

**SUBDIVISION – TROY TOWNSHIP**

Feller Finch & Associates on behalf of George Katakis submitted a preliminary plat entitled “Eagles Landing” located in Section 3 of Troy Township. Applicant wished to receive preliminary plat approval.

Mr. Steiner provided an overview of the application. Mr. Steiner stated the location was appropriate for the proposed zoning classification. Mr. Steiner stated the zoning of the parcels was R-3 Residential and C-2 Community Business District. Mr. Steiner stated the plat contained 204 single family lots and covered approximately 100 acres of land. Mr. Steiner stated the plat improvements listed included streets, detention ponds, open space areas, and storm water drainage facilities.

Mr. Steiner stated it is the Director’s opinion the applicant’s request should be granted based on the condition that all identified errors are corrected prior to the authorization of official preliminary plat approval.

Mr. Wineland asked about the flood zone and if there would be an impact. The developer indicated yes and there is a plan to limit the impact. Discussion followed and questions were raised with regard to flooding and specifically about the impact of the 2018 floods. Mr. Steiner stated that the flood zone issue would need to be discussed with the Planning Office.

Flooding in other subdivisions was discussed as well as discussion regarding various creeks in the County and the act of petitioning said creeks for maintenance.

The Commission members discussed the issue of connectivity. Mr. Musteric stated the issue needed to be considered even though there is no specific connectivity language. Mr. Allion verified that while there is no requirement, the Commission can require a connection after a specified number of lots have been developed. Mr. Brossia discussed EMS services and the connectivity impact. There is no defined timeline for the street completion as it depends on the market.

Jim Bell, Troy Township Zoning Commission, stated there were concerns over the minimum lot width requirement particularly with pie shaped lots as this would be the first subdivision in Troy Township. The developer and the Director clarified that frontage was measured from building not lot line.

Additionally, Mr. Bell expressed concerns over the street lighting regulations and was told the power company (Edison) dictates the plan.

Mr. Wineland made a motion to recommend that the Commission grant approval of the preliminary plat on the condition that “all identified errors are corrected prior to the authorization of the official plat approval”. Mr. Schaller seconded the motion.

Mr. Musteric called for a vote.

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

**ZONING – MIDDLETON TOWNSHIP**

Mr. Steiner provided an overview of the application. Mr. Steiner stated that the applicants have submitted an application to rezone approximately 279 acres of land in Section 19 of Middleton Township from an A-1 Agricultural zoning classification to an M-1 Light Industrial zoning classification. The applicant indicated they believe an M-1 Industrial zoning classification is the highest and best use of the land given its location along Route 25 as well as its proximity to State Route 582 and Interstate 75. The subject parcels consist of a total of six (6) parcels of land stretching from State Route 25 east to Mercer Road with Dowling Road to the north and State Route 582 located to the south.

Mr. Steiner stated that the area where the subject parcels are located at is identified as being in a growth management area as well as a targeted economic development area. Mr. Steiner stated utilities can be extended to the properties at a developer’s expense.

Mr. Steiner stated that in addition to whatever zoning restrictions and requirements are placed on the parcels if they are zoned M-1, there is also an overlay zoning district along the portion of Route 25 that the parcels border. This overlay district has additional zoning requirements that would need to be complied with in addition to the ones found in an M-1 district.

Mr. Steiner stated that the land use plan in this particular area of the county supports this request. Mr. Steiner noted the trend of “shovel ready” sites where the required zoning is already in place, the infrastructure is adequate, and utilities can be extended to the site so prospective businesses and developers don’t have to wait for a property to be rezoned for their use.

Diane Huffman represented the applicant and stated the request is in line with the area as some of the contiguous properties are utilities and not subject to zoning or are zoned agricultural as well. Ms. Huffman stated that the proximity to Route 25 and Route 582 make the zoning change request compatible with the growth management area.

Ms. Herringshaw made a motion to recommend that Middleton Township approve the rezoning request. Mr. Bowlus seconded the motion.

Mr. Musteric called for a vote.

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

**ZONING – MIDDLETON TOWNSHIP**

Mr. Steiner provided an overview of a text amendment request submitted by Middleton Township to edit their existing fencing language provisions around day care centers and day camps. The Township also submitted the revised language incorporating the proposed changes into their existing Resolution.

Mr. Steiner stated that the adjustment was proposed by the Township and as they are comfortable with it that he recommends the Planning Commission recommend to Middleton Township to approve the text amendments.

Jeff Ford, Zoning Middleton Township, stated the text was simple. Mr. Musteric sought clarity about height and or material restrictions.

Mr. LaHote made a motion to recommend that Middleton Township approve the text amendments request. Ms. Ruland seconded the motion.

Mr. Musteric called for a vote.

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

**SUBDIVISION – PERRYSBURG TOWNSHIP**

The applicant respectfully requested to remove the issue from the agenda on Friday, September 27, 2019.

**PUBLIC FORUM**

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

Ms. Herringshaw stated that a resolution was passed by the County Commissioners to reappoint John Brossia to the Planning Commission with a term of expiration of 12/31/2022. Ms. Herringshaw stated that Tony Allion whose Planning Commission term had expired decided to step down at the end of his term. Ms. Herringshaw stated that if anyone is interested in serving to direct them to fill out and turn in an application available on the Commissioners’ website.

Discussion was had regarding the geographic location of the Planning Commission members and the desire to have a geographically diverse representative pool on the Commission.

The Commission members discussed the issue of connectivity as it relates to subdivisions. The members discussed the issue of turnarounds and what the current regulations are. It was stated that the Wood County Engineer’s office would be responsible for oversight of the temporary turnarounds.

The Commission members discussed the issue of drainage and the maintenance of creeks. Specifically, Crane Creek was discussed and whether it should be brought under maintenance prior to proposed development.

**DIRECTOR’S TIME**

**Staff Activity Report**

Mr. Steiner stated that the next scheduled Planning Commission meeting would be on Election Day. Mr. Steiner asked the Planning Commission to determine if the meeting should be held as scheduled or adjusted. The Commission members stated they would wait to see what items are on the agenda and they would consider the applicants schedules to make a determination.

Mr. Steiner reviewed the staff activities performed in September 2019. Mr. Steiner stated that Jamie Stanley was hired as the new Planner. Mr. Steiner stated that 1 rural address issued as of September 20.

Mr. Steiner stated the planning continued for the Complete Count Committee for the 2020 Census. Mr. Steiner stated he reviewed the rezoning and subdivision proposals for the October 2019 meeting. Mr. Steiner researched the requirements and possibilities of a county wide GIS zoning map. Mr. Steiner stated he included the GIS zoning map in the 2020 Budget Request.

Mr. Steiner stated he investigated a floodplain complaint and issued a violation.

Mr. Steiner continued work on the CDBG and CHIP grants. Mr. Steiner assisted with the annual OPWC grant. Mr. Steiner stated he met with Perrysburg Heights Association representatives, the project engineer and an administrative official to discuss the Perrysburg Heights NRG grant and developed a preliminary project construction timeline.

Mr. Steiner stated that the PY18 Village of Custar CDBG project plans and specs had been received and would be bid out shortly. Mr. Steiner stated the plans for the Village of North Baltimore NRG Grant were undergoing final review.

Mr. Wineland made a motion to adjourn the October 1, 2019 Planning Commission meeting. Mr. Schuerman seconded the motion. Commission members responded in full support. The meeting adjourned.