**Meeting Minutes**

**Wood County Planning Commission**

**September 1, 2020**

**5:30 pm**

The Wood County Planning Commission met in regular session on Tuesday, September 1, 2020 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: Steve Arnold, Ted Bowlus, Brendyn George, Doris Herringshaw, Craig LaHote, John Musteric, Jeffrey Schaller, John Schuerman, Brian Swope and Erik Wineland.  One (1) guest was in attendance.

Chairman John Musteric called the meeting to order.

**Old Business**

Mr. Schaller made a motion to approve the July 2020 Planning Commission meeting minutes. Mr. LaHote seconded the motion. Mr. Musteric called for a vote.

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

**New Business**

Ms. Herringshaw made a motion to approve the August 2020 Planning Commission meeting minutes with amendments as stated. Mr. Arnold seconded the motion. Mr. Musteric called for a vote.

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

Mr. Steiner introduced Brian Swope as the City of Bowling Green representative on the Planning Commission. Mr. Swope gave a brief biography of himself and the Commission welcomed him.

**ZONING – TROY TOWNSHIP**

Mr. Steiner provided an overview of the application. Mr. Steiner explained that the Troy Township Zoning Commission has submitted language to address and regulate transportation for hire businesses within the township. Mr. Steiner explained the item was previously heard at the July 2002 Planning Commission meeting and the Planning Commission members identified several deficiencies and shortcomings with the language. Mr. Steiner explained that the Commission members recommended that Troy Township deny the language as submitted and re-apply with updated language. Mr. Steiner explained that what is currently being reviewed is the adjusted language that the Township feels addresses the concerns raised by the Planning Commission previously.

Mr. Steiner explained that the some of the issues cited previously of ambiguous language and definitions in the language had been addressed. Mr. Steiner explained that the two largest concerns that needed clarification were the definition of a commercial vehicle and the maximum square footage of an associated building.

Mr. Steiner stated that the staff recommends that the Planning Commission deny the language change request as presented until the issues are further rectified: specifically the vagueness of the commercial definition language and the Township should make sure the maximum storage building size is adequate.

Troy Township representative, James Bell, indicated that they had discussions with legal counsel and used the Middleton Township definition of commercial vehicle to establish the Township definition. Mr. Bell read the Township’s definition of commercial vehicle in their current resolution to alleviate the concerns. Mr. Bell also indicated that the maximum building size is adequate for 3 (three) large size vehicles.

The Commission members discussed the definition and making sure the definition has enough clarity to not impact smaller entities (i.e. limo services, Uber, etc.…).

Mr. Musteric discussed the language regarding Right of Way and front yard setback requirements. Mr. Musteric emphasized the importance of adhering to the established rules and regulations depending on the type of road.

Mr. Wineland made a motion that the Commission recommend that the Township approve the revised language. Mr. Schuerman seconded the motion.

Mr. Musteric called for a vote.

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

The motion to approve carried.

**ZONING – TROY TOWNSHIP**

Mr. Steiner explained that the Troy Township Zoning Commission has submitted zoning language that requires all buildings and dwellings over 200 square feet and not located in a manufactured home park in the Township be affixed to the land upon a properly engineered, permanently sited foundation system that meets the applicable State and Wood County Building Regulations. Mr. Steiner explained that the Township’s reason was that “Troy Township would like to have the same requirements as the Wood County Building Inspector regarding foundations for all buildings”.

Mr. Steiner stated that the language refers the applicant to the Wood County Building Inspection Department and that the applicant would have to adhere to these regulations anyway in order to receive a building permit. In this vein, Mr. Steiner recommends that the Planning Commission recommend to the Township to approve this language.

Mr. Bell, representing Troy Township, stated the language was for safety in the Township.

The Planning Commission discussed a potential change from “over 200 feet” to “equal to or greater than 200 feet in area” as it would have more clarity.

Mr. LaHote made a motion that the Commission recommend the Township approve the language. Mr. Bowlus seconded the motion.

Mr. Musteric called for a vote.

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

The motion to approve carried.

**PUBLIC FORUM**

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

**DIRECTOR’S TIME**

**Staff Activities**

Mr. Steiner stated there would be an October meeting as there is already variance request to be heard in an unzoned area of the County.

Mr. Steiner referred the members to the Staff Activities report. Mr. Steiner explained that the office continues to assist Plain Township with zoning issues. Additionally, Mr. Steiner stated that the office researched and assisted Troy Township officials with a zoning matter.

Mr. Steiner stated that grant activity continued with work on CDBG and CHIP grants including contracts, RFQs and labor interviews.

Ms. Stanley shared that eight (8) rural addresses were issued from June 26, 2020 to August 20, 2020.

Ms. Stanley shared that five (5) parcel splits and five (5) parcel combinations were processed.

**Motion to Adjourn:**

Mr. Bowlus made a motion to adjourn the September 1, 2020 Planning Commission meeting. Commission members responded in full support. The meeting adjourned.