

**WOOD COUNTY PLANNING COMMISSION**  
**AGENDA**  
**September 1<sup>st</sup>, 2020 at 5:30 PM**

The Wood County Planning Commission will meet in regular session on Tuesday September 1<sup>st</sup>, 2020 at the County Office Building in Bowling Green, Ohio. The time of this meeting is 5:30 pm. A suggested agenda follows:

**OLD BUSINESS**

**NEW BUSINESS**

Approval of the August 2020 Planning Commission Meeting Minutes

**ZONING – TROY TOWNSHIP**

The Troy Township Zoning Commission has submitted language to address and regulate transportation for hire businesses within the township. This item was heard at the July 2020 Planning Commission meeting and Planning Commission members identified several deficiencies and shortcomings with the language and subsequently recommended to Troy Township that the Township deny the language as submitted and re apply with updated language. Troy Township submitted adjusted language that the Township feels addresses the concerns the Planning Commission raised.

**ZONING – TROY TOWNSHIP**

The Troy Township Zoning Commission has submitted zoning language that requires all buildings and dwellings in the township over 200 square feet and not located in a manufactured home park be affixed to the land upon a properly engineered, permanently sited foundation system that meets the applicable State and Wood County Building Regulations.

**PUBLIC FORUM:**

**CHAIRMAN'S/COMMISSION MEMBER'S TIME**

**DIRECTOR'S TIME**

**WOOD COUNTY PLANNING COMMISSION STAFF ACTIVITIES REPORT**

Staff activities for August 2020 will be reviewed.

**ADJOURNMENT**

*Please make plans to attend*

**Please be advised that appropriate facial masks must be worn when in the Courthouse Complex. Individuals not wearing masks will be denied entry.**

July 16, 2020

## **TRANSPORTATION-FOR-HIRE BUSINESS**

Definition to be added to Article 2.02

TRANSPORTATION-FOR-HIRE. A business with not more than three commercial vehicles or trailers on a parcel of land.

TRANSPORTATION-FOR-HIRE-BUSINESS Article 7.20

- A. Transportation-for-hire business with not more than three commercial vehicles or trailers may be located in an “A” or “R” district so long as the business is operated from a parcel with an owner/operator single family dwelling. Any transportation-for-hire business with three or fewer vehicles and/or trailers may be permitted as a conditional use in an “A” district provided: the site, lot or parcel is located along a major roadway as designated in the Wood County Major Street and Highway Plan, access to the site does not require travel on a designated township road, and the business is operated from a minimum 2 acre parcel with an owner/operator single-family dwelling.
- B. Any transportation-for-hire business wherever located in the township must meet the following requirements:
  - 1. All vehicles, used for the Transportation-for-Hire, parts, tires and other vehicle supplies shall be stored in an enclosed building.
  - 2. The driveway surface area shall be graveled or paved and shall be within the established setbacks.
  - 3. No more than one building or structure associated with the transportation-for-hire business shall be located on the property. The maximum floor area of such building or structure shall not exceed 3200 (three thousand two hundred) square feet.
- C. This provision does not apply to the following:
  - 1. Vehicles and trailers licensed as agricultural vehicles or trailers which are integral part of an on-site agricultural business;
  - 2. Buildings or structures of, or the use of land by, a persona engaged in the transportation of farm supplies to the farm or farm products from farm to market or to food fabricating plants; and
  - 3. Infrequent short term parking of a commercial vehicle or trailer for the delivery of goods to a premise for use on the premises.

# **ATTACHMENT 1-A**

July 16, 2020

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  - 3. Infrequent short term parking of a commercial vehicle or trailer for the delivery of goods to a premise for use on the premises.

**ATTACHMENT  
2-A**

All buildings and dwellings *200 square feet and above* not located in a manufactured home park shall be affixed to the land upon a properly engineered, permanently-sited foundation system that meets the applicable state and Wood County Building Regulations.

Reason for proposal as listed on the Township's application: "Troy Township would like to have the same requirements as the Wood County Building Inspector regarding foundations for all buildings."

## WOOD COUNTY PLANNING COMMISSION

### Staff Activities Report September 2020

#### PLANNING AND ZONING

- Researched and assisted Troy Twp. Zoning officials with zoning matter.
- Assisted Plain Township with zoning issues.

#### COMMUNITY DEVELOPMENT

- Continued to work on all CDBG grants as well as CHIP grant.
- Held pre-bid meeting with potential bidders for the Perrysburg Heights NRG grant.
- Began PY18 Village of Pemberville street and sidewalk improvement project.
- Prepared a Request for Qualifications (RFQ) for fair housing services for PY2020 CDBG Grant.
- Entered into contract with the Henry W. Bergman Company for the Village of North Baltimore NRG Grant.
- Continued to assist the Village of Pemberville and North Baltimore with the possibility of demolishing two condemned buildings within their respective boundaries.
- Performed 2 (two) Labor Interviews for the PY18 Village of Pemberville street and sidewalk improvement project.

#### ADMINISTRATIVE

- *Continued to train new planner.*
- *Prepared items for September 2020 Planning Commission meeting.*
- *Issued 8 rural addresses issued from June 26, 2020 through August 20, 2020*
- *Processed 5 parcel splits (28.002 acres) and 5 parcel combinations (149.04 acres)*

**Meeting Minutes**  
**Wood County Planning Commission**  
**August 11, 2020**  
**5:30 pm**

The Wood County Planning Commission met in regular session on Tuesday, August 11, 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, John Brossia, Brendyn George, Doris Herringshaw (arrived at 5:40pm), Craig LaHote, John Musteric, Jeffrey Schaller and John Schuerman. Four (4) guests were in attendance.

Chairman John Musteric called the meeting to order.

**Old Business**

**New Business**

Mr. Steiner noted the resignation of Ms. Barbara Ruland who was the representative from the City of Bowling Green.

The approval of the July 2020 Wood County Planning Commission minutes was tabled until an was corrected.

**ZONING – PERRYSBURG TOWNSHIP**

Mr. Steiner provided an overview of the application. Mr. Steiner explained the applicant wished to rezone approximately 149 acres of land from R-4, R-3 and C-3 zoning classifications to an I-2 industrial zoning classification. Mr. Steiner noted that the applicant has stated that they wish to rezone the parcel due to the parcels location and proximity to the new Amazon fulfillment center and that the land use in the area is trending towards industrial use.

Mr. Steiner explained that the subject parcel is located in Fractional Section 10 Road Tract 12 of Perrysburg Township, specifically on the west side of Lime City Road and the north side of Fremont Pike-US Route 20. Mr. Steiner explained that the parcels located to the southeast are zoned I-2. Mr. Steiner also explained that the land to the west and north are located in the City of Rossford and the lands to the east on the opposite side of lime City Road are zoned R-2 Residential.

Mr. Steiner stated that according to the Wood County Land Use Plan, the area is located in a growth management area. A growth management area is defined as: “areas of the county have the most intersecting factors which contribute to growth. They are located in close proximity to existing development, and have dense transportation networks, access to sewer and water services, and are in areas already exhibiting growth pressures. These are the parts of the county

that are likely to experience the greatest transition in character from rural/agricultural to more suburban in character”.

Mr. Steiner explained that the applicant felt that the zoning classifications of the subject parcels were no longer conducive to the highest and best use of the land. Mr. Steiner stated that the applicant indicated that with the Amazon distribution facility that is now located in the vicinity that an industrial zoning classification is the best fit for the area.

Mr. Steiner explained that Perrysburg Township currently has an overlay zone in place along Route 20 and that this is another layer of zoning regulations governing access, setbacks, screening, etc.... that will impact end use. Mr. Steiner stated that any use allowed in an I-2 district would be permitted on these parcels.

Mr. Steiner further explained that there are no floodplains on the parcels, however, per the National Wetlands Inventory Map, there appears to be some wetlands located in the wooded portion of the lots. Mr. Steiner explained that these are regulated by the Army Corp of Engineers and the applicants and or end user would need to comply with their regulations.

Mr. Steiner explained that the Planning Commission staff is concerned about the condition of Lime City Road in regards to the potential of increased heavy traffic that industrial uses may bring. Mr. Steiner noted that this would be an issue that would affect land owners along Lime City Road as well as the Township in that their administration building is located directly around the subject parcels.

Mr. Steiner noted that the subject parcels are located in an area that is highly unlikely to remain residential or commercial and given the location of the new Amazon facility, the probability of the parcels being used for any other use is slim.

Mr. Steiner indicated that based on the current information available, the Director recommends to the Planning Commission that the Commission recommend to Perrysburg Township that the Township approve this request.

Representatives of the applicant spoke about the parcels and that prior to 2009, the parcels had been rezoned from Industrial to Residential in order to build additional multifamily residences. The applicant further stated that now the better use would be industrial. The applicant's representative stated that the information provided by Mr. Steiner was acceptable to them.

The Commission discussed the road concerns. Mr. Musteric discussed funding of and contract with the engineer to design Deimling Road up to Lime City Road. There was discussion of a traffic study and road re-design along with the requirements to be met for development depending on the end use.



Mr. Arnold made a motion to recommend that the Commission recommend approval of the zoning change request. Ms. Schuerman seconded the motion.

Mr. Musteric called for a vote.

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

The motion to approve carried.

## **PUBLIC FORUM**

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

### **DIRECTOR’S TIME**

#### **Staff Activities**

Mr. Steiner reviewed the staff activities performed in July 2020. Mr. Steiner stated he continued to train the new planner. Mr. Steiner and Ms. Stanley prepared items for the August 2020 Planning Commission meeting.

Mr. Steiner explained that Barbara Ruland had tendered her resignation from the Wood County Planning Commission and that the Mayor of Bowling Green would be selecting and recommending her replacement.

Mr. Steiner stated that the staff continued to work on various grants and grant activities.

Mr. Steiner stated that he visited two buildings in downtown North Baltimore to determine if they may qualify for a downtown rehabilitation grant.

Mr. Steiner and Ms. Stanley visited a derelict building in downtown Pemberville to see if it was eligible for demolition.

Mr. Steiner indicated that the Planner would update rural address numbers as well as parcel split and combination information for the August meeting.

#### **Motion to Adjourn:**

Mr. LaHote made a motion to adjourn the July 7, 2020 Planning Commission meeting. Mr. Schaller seconded the motion. Commission members responded in full support. The meeting adjourned.

DRAFT

**Meeting Minutes**  
**Wood County Planning Commission**  
**July 7, 2020**  
**5:30 pm**

The Wood County Planning Commission met in regular session on Tuesday, July 7, 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: Ted Bowlus, John Brossia, Brendyn George, Doris Herringshaw, Craig LaHote, John Musteric, Jeffrey Schaller, John Schuerman and Erik Wineland (5:35pm). Two (2) guests were in attendance.

Chairman John Musteric called the meeting to order.

**Old Business**

**New Business**

Mr. LaHote made a motion to approve the June 2020 Planning Commission meeting minutes with amendment as stated. Mr. Bowlus seconded the motion. Mr. Musteric called for a vote.

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

**ZONING – PLAIN TOWNSHIP**

Mr. Steiner provided an overview of the application. Mr. Steiner explained the applicant wishes to rezone a 1.6 acre parcel of land at 17347 N. Dixie Highway from an A Agricultural zoning classification to a C Commercial zoning classification. Mr. Steiner noted that the applicant has stated that they wish to rezone the parcel to match the commercial use of the neighboring parcel at 17327 N. Dixie Highway.

Mr. Steiner explained that the subject parcel is located in Section 12 of Plain Township on the west side of State Route 25, approximately 1100' ft. south of Bishop Road. Mr. Steiner noted that Dayspring Church is located directly to the east of the parcel on the opposite of State Route 25.

Mr. Steiner explained that the applicant owns the subject parcel as well as the parcel directly to the north. Mr. Steiner shared that the applicant has stated on the application that they wish to rent out an existing barn on the parcel to the business located to the north of the subject parcel.

Mr. Steiner shared that after review of the current Plain Township zoning map, it appears that the parcel to the north is zoned A Agricultural, not Commercial. Mr. Steiner explained that if

this is the case, then the commercial use on this parcel directly north of the subject parcel is likely existing as a legal non-conforming use. Based on this, Mr. Steiner explained that it makes sense to recommend rezoning that parcel as well.

Mr. Steiner stated that in regards to compatibility of the requested zoning classification, a commercial zoning classification is a good fit for the parcel. Mr. Steiner shared that there are commercial lands around the parcel and it is highly unlikely that any non-commercial or industrial uses will occur in the vicinity of the parcel.

Mr. Steiner explained that the Planning Commission staff does feel that the parcel directly to the north of the subject parcel should be rezoned commercial as well. Mr. Steiner stated that doing so would bring this parcel into conformance with the use that currently exists on that parcel.

There was discussion for clarification about zoning of North parcel and impact on current requirements for Commercial zoning.

Mr. Schaller made a motion to recommend that the Commission recommend approval of the zoning change request along with a recommendation to also change the zoning on the North parcel. Ms. Herringshaw seconded the motion.

Mr. Musteric called for a vote.

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

The motion to approve carried.

## **ZONING-TROY TOWNSHIP**

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 proposed language is standard language that most townships use for regarding transportation for hire. Mr. Steiner explained that this version is a little more comprehensive than other townships' language, which is good. Mr. Steiner indicated that the staff recommends approval.

The Planning Commission discussed the clarity of the definitions of "transportation for hire", trailer and commercial vehicle. The Commission discussed if Uber or similar ventures also fell under this language. Mr. Wineland suggested a more specific definition of "transportation for hire".

The Commission discussed if the language regarding "3 or fewer vehicles" indicates a business of a single person or is an actual business with more than just the property owner.

The Commission discussed the purpose of an additional building associated with the “transportation for hire” business and is it requiring the equipment to be stored in it. The Commission discussed the adequacy of the size listed for the additional building.

The Planning Commission suggested that the Township should clarify the following: Section A with regard to location on a major roadway as designated in the Wood County Major Street and Highway Plan; Section B(2) with indicating minimum with regard to parking area and Section B(3) with the additional building size and if it is adequate.

Mr. Wineland made a motion to the Commission to recommend that Troy Township deny the new zoning resolution language. Mr. Brossia seconded the motion.

Mr. Musteric called for a vote.

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

The motion to deny carried.

## **PUBLIC FORUM**

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

Mr. Brossia asked about allowing a CDBG applicant to not have a solid figure for a project. The Commission and Planning Commission discussed that the project estimates are re-evaluated when projects start and are then adjusted according to the State amendment process. The discussion surrounded the time lapse from the time the CDBG application is submitted in June and then the monies being disbursed in January of the following year and how this impacts a project cost estimate.

### **DIRECTOR’S TIME**

#### **Staff Activities**

Mr. Steiner reviewed the staff activities performed in June 2020. Mr. Steiner stated he continued to train the new planner. Mr. Steiner and Ms. Stanley prepared items for the June 2020 Planning Commission meeting.

Mr. Steiner stated he continued to assist the new Plain Township Zoning Inspector in zoning matters. Mr. Steiner stated he worked with the unincorporated Village of Rudolph in Liberty Township on a zoning matter.

Mr. Steiner stated that the staff completed and submitted the PY2020 CDBG grant.

Mr. Steiner stated that he continued to work on all CDBG grants as well as the CHIP grant.

Mr. Steiner stated the pre-bid meeting was held for the Village of North Baltimore NRG grant. Mr. Steiner stated that bids were opened for the PY2018 Village of North Baltimore NRG grant.

Mr. Steiner stated that he completed and submitted the PY2020 CHIP application.

Mr. Steiner stated he held mandatory public hearing for the PY2020 Sugar Ridge Residential Public Infrastructure Grant.

Mr. Steiner stated he reviewed Statements of Qualifications (SOQ) for firms interested in preparing possible applications for a downtown revitalization grant. Mr. Steiner stated he began reviewing statements from firms interested in providing engineering and architectural services as well.

Mr. Steiner stated that the following PY2018 projects were completed: Village of Custar road resurfacing project, Village of Risingsun sidewalks project and a roofing project for the Perrysburg Heights Community Center.

The Planning Commission staff issued 4 rural addresses from May 20, 2020 through June 25, 2020.

The Planning Commission staff processed 5 parcel splits (167.558 acres) and 5 parcel combinations (275.309 acres).

#### **Motion to Adjourn:**

Mr. Bowlus made a motion to adjourn the July 7, 2020 Planning Commission meeting. Mr. Schaller seconded the motion. Commission members responded in full support. The meeting adjourned.

## **ITEM # 1 – ZONING -TROY TOWNSHIP**

### **APPLICANT**

Troy Township Zoning Commission  
P.O. Box 921  
Luckey, OH 43443

### **PROPOSAL**

The Troy Township Zoning Commission has submitted language to address and regulate transportation for hire businesses within the township. This item was heard at the July 2020 Planning Commission meeting and Planning Commission members identified several deficiencies and shortcomings with the language and subsequently recommended to Troy Township that the Township deny the language as submitted and re apply with updated language. What is currently being reviewed is adjusted language that the Township feels addresses the concerns the Planning Commission raised.

### **ATTACHMENTS**

1-A: proposed regulations

### **STAFF ANALYSIS**

The language presented at the July 2020 meeting contained ambiguous language and definitions in several sections of the proposed language. The Director feels that some of the areas of concern have been addressed and corrected. There are areas the Director feels still need clarification, mainly, the definition of a commercial vehicle as well as the maximum square footage of a building.

Differences between the language presented at the July 2020 meeting and the proposed language that will be presented at the September 2020 meeting is as follows:

- The newest version allows for a total of three vehicles to be located on a parcel of land opposed to one vehicle that was proposed in the original language.
- In the latest version the township requires that all vehicles be located in an enclosed building. This is opposed to the original language which only requires that parts, tires, and other vehicle supplies be located in an enclosed building.
- The minimum parking areas that were proposed in the original language have been eliminated in the new version.
- The newest version allows for a structure associated with a transportation for hire business to be up to 3200 sq. ft. as opposed to 2000 sq. ft. in the previous version.
- In the newest regulations under Section C the township has eliminated “the delivery or moving of goods to or from a dwelling unit”.

As noted, the Director feels that some of the areas of confusion identified in the previous language have been sufficiently addressed and corrected.

That being said, there are areas the Director feels still need clarification, mainly, the definition of a commercial vehicle as well as the maximum square footage of a building dedicated to the transportation for hire operation.

In regards to the definition of a commercial vehicle, the Director feels strongly that the definition presented is not precise enough. In zoning resolutions there are some areas that ambiguous and broad definitions are better suited than a precise definition. For the Commercial Vehicle definition, the Director feels that a precise definition is needed. It will be up to the township to decide what they want the definition of commercial vehicle to be.

Another area that the Director feels warrants a further examination is the size of the allowable building that can be used in conjunction with the transportation for hire business. In this latest version, the township is proposing that a building associated with the business cannot exceed 3220 square feet. Depending on the type of transportation, this might not be large enough to accommodate the three vehicles that an owner is allowed. The Director readily admits that he is not an expert on storage buildings and the size they need to be to accommodate specific uses, however, he feels that it behooves the Planning Commission to discuss this.

#### **STAFF RECOMMENDATION**

The Director feels that some of the concerns presented by the Planning Commission at the July 2020 meeting have been addressed and or clarified. This being said, the Director still feels that the definition of a commercial vehicle needs to be more precise. The Director is also concerned about the maximum square footage of a building that is allowable for the operation.

This being said, the Planning Commission Staff recommends to the Planning Commission that the commission deny the language as presented. The primary reason for the Director's thoughts on this decision is that he feels that the definition of a commercial vehicle as presented is too vague. The Director also feels that the issue of the maximum square footage for a building to operate the business needs to be examined to ensure that the maximum of 3200' sq. ft. is large enough to meet the needs of a transportation for hire business.

The Planning Commission can follow the Director's recommendation, it can recommend approval to the township with the strong recommendation that the commercial vehicle definition is better defined and that (if warranted) the maximum square footage of the building housing the operation be adjusted if needed. Lastly, the Commission can recommend to the township that the township approve the language as presented.



## **ITEM # 2 – ZONING -TROY TOWNSHIP**

### **APPLICANT**

Troy Township Zoning Commission  
P.O. Box 921  
Luckey, OH 43443

### **PROPOSAL**

The Troy Township Zoning Commission has submitted language that requires all buildings and dwellings in the township over 200 square feet and not located in a manufactured home park be affixed to the land upon a properly engineered, permanently sited foundation system that meets the applicable State and Wood County Building Regulations.

### **ATTACHMENTS**

2-A: proposed regulations

### **STAFF ANALYSIS**

This language essentially just refers an applicant to the Wood County Building Inspection Department. In order to receive a building permit, an applicant would need to adhere to these regulations anyway.

### **STAFF RECOMMENDATION**

The Director recommends approval of this addition to the Troy Township Zoning Resolution. It's essentially what the Building Inspection Department requires, but it may serve as a prompt to a potential applicant that they need to adhere to the established regulations.