**Meeting Minutes**

**Wood County Planning Commission**

**February 2, 2021**

**5:30 pm**

The Wood County Planning Commission met in regular session on Tuesday, January 5, 2021 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, Doris Herringshaw, Craig LaHote, John Musteric, Jeffrey Schaller, John Schuerman and Brian Swope.  Eight (8) guests were in attendance.

Chairman John Musteric called the meeting to order.

**Old Business**

None

**New Business**

Mr. Swope made a motion to approve the January 2021 Planning Commission meeting minutes. Mr. Arnold seconded the motion. Mr. Musteric called for a vote.

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

The motion to approve carried. Vote: 7 yes and 2 abstentions

**Subdivision – Perrysburg Township**

Mr. Steiner explained that Bennett Enterprises LLC and Mannik Smith Group were submitting a final plat of “French Quarter Square A Replat of Lots 11, 12 and 13 Holiday Park PlatVol. 13, Pg 11 Part of Road Tract No. 1, Town 4, ESR Perrysburg Township Wood County, Ohio” for approval. Mr. Steiner explained that according to the application, the end goal is to reconfigure the layout of the existing lots into a new plat.

Mr. Steiner presented the information submitted and highlighted that the plat would include 5 lots, that utilities are available, a 60’ existing right of way, and an existing curb cut on Fremont Pike. Refer to the submission documents.

Mr. Steiner also shared the 1/27/2021 letter from the County Engineer that refers to the Final Plat Checklist. This letter indicates a number of concerns and issues to be addressed.

There was group discussion of the historical ownership of the diversion channel and getting the intended lots re-platted to better meet the needs of the site. The applicants indicated they would address the issues raised.

The Planning Commission members discussed the four options of denial, full approval, conditional approval or tabling until a later date.

Mr. Arnold made a motion to recommend conditional approval of the preliminary plat. Mr. Swope seconded the motion.

Mr. Musteric called for a vote.

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

The motion to approve carried. Vote 9 yes

**Zoning – Troy Township**

Ms. Stanley explained that Michael J. Rouen, Trustee for Rouen Chrysler Dodge Jeep Ram has submitted a request to rezone approximately 5.00 acres of land in Road Tract #75 of Troy Township from an A-1 Agricultural Zoning Classification to a C-1 Neighborhood Commercial Zoning Classification. Ms. Stanley said the applicants have indicated that they would like to use the acreage as part of their auto sales business.

Ms. Stanley explained that the subject 5.00 acre parcel is part of a 7.79 acre parcel that is located at the southwest corner of Fostoria Road (US Route 23) and Route 420. The easterly 2.79 acres are currently zoned C-1 Neighborhood Commercial and the other 5.00 acres is zoned A-1 Agricultural The parcel is adjacent to and owned by Rouen Chrysler Dodge Jeep Ram.

Ms. Stanley explained that there are two different zoning classifications on the parcel and with the easterly part currently being used for the auto sales business, the zoning change would create a single zoning classification for the parcel and would allow for the entire property to be utilized.

Ms. Stanley shared that there are no floodplains or wetlands on the parcel.

Ms. Stanley stated that the Wood County Planning Commission Staff recommends that the Commission recommend the approval of the rezoning request. Ms. Stanley emphasized that this is only a recommendation.

Mr. Brossia made a motion to recommend approval of the rezoning request. Mr. Schaller seconded the motion.

Mr. Musteric called for a vote.

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

The motion to approve carried. Vote 9 yes

**PUBLIC FORUM**

**NOMINATION OF OFFICERS**

Mr. Steiner explained that it was time to nominate and choose officers for the Planning Commission. Mr. Steiner further explained that a Chair and Vice Chair would be the officers selected and by default Ms. Stanley would be the Secretary as the Planner in the office.

The current officers are: John Musteric, Chair and Erik Wineland, Vice Chair.

Ms. Herringshaw moved to keep the same officers. Mr. Swope seconded the motion.

A vote was called.

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

The motion carried: 8 yes, 1 abstain.

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

**DIRECTOR’S TIME**

**Staff Activities**

Mr. Steiner referred the members to the Staff Activities report.

Mr. Steiner explained that he had reviewed and provided assistance to several floodplain issues. Additionally, Mr. Steiner indicated that he investigated two (2) floodplain violation reports and the investigations are ongoing.

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

Mr. Steiner noted that he began work on the Critical Infrastructure Grant (CIG) for Village of Bradner for water tower and main water line improvements.

Mr. Steiner stated that the County had entered into a contract with Comte Construction for the construction of a new pavilion for the Perrysburg Heights Community Center (the project is part of the NRG grant and construction is underway).

Mr. Steiner stated that he continued work on the PY18 Village of North Baltimore NRG grant.

Ms. Stanley shared that nine (9) rural addresses were issued from December 19, 2020 through January 31, 2021.

Ms. Stanley shared that eleven (11) parcel splits and five (5) parcel combinations were processed.

Mr. Steiner noted that there have been multiple zoning classification requests from citizens, title companies and real estate professionals.

Mr. Musteric noted that the next meeting is scheduled for March 2, 2021.

**Motion to Adjourn:**

Mr. Schaller made a motion to adjourn the February 2, 2021 Planning Commission meeting. Mr. LaHote seconded the motion. Commission members responded in full support. The meeting adjourned.