**Meeting Minutes**

**Wood County Planning Commission**

**July 5, 2022**

**5:30 pm**

The Wood County Planning Commission met in regular session on Tuesday, July 5, 2022 at the County Office Building in Bowling Green, Ohio.  Planning Commission staff members in attendance were: David Steiner, Jamie Stanley and Connor Peterson. Planning Commission members in attendance were: Steve Arnold, Ted Bowlus, Brendyn George, Doris Herringshaw, Craig LaHote, John Musteric, Jeffrey Schaller, Brian Swope and Matthew Tewers.  Seven (7) guests were in attendance.

John Musteric called the meeting to order.

**Old Business**

**New Business**

Ms. Herringshaw made a motion to approve the June 2022 Planning Commission meeting minutes. 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 – ABSTAIN, Mr. Schuerman - absent, Mr. Swope – YES, Mr. Tewers - YES

The motion passed. Vote: 8 yes, 0 no, 1 abstain.

**SUBDIVISION – MIDDLETON TOWNSHIP**

Mr. Steiner stated that Feller Finch & Associates have submitted a final plat entitled “The Village at Riverbend Plat Seven” for review and final approval. Said plat is the seventh phase of the Village at Riverbend Development. Plat Seven consists of 37 single family lots and covers approximately 15.75 acres of land.

Mr. Musteric noted that the submitted plat was not the intended one and had been signed and submitted May 24, 2022 and that the plat dated June 10, 2022 had corrections but was not signed. Mr. Musteric stated that due to the number of errors on the signed submittal he did not complete his review.

Due to the number of errors, Mr. Musteric stated that he would cautiously recommend preliminary approval BUT the engineer would have to be more careful and diligent when using the checklist provided by his office. Additionally, Mr. Musteric stated that the submittal would have to be NEW and not the previous two that have been received. There was limited discussion about the plat.

Mr. Swope made a motion to DENY the plat as submitted and that a NEW plat must be submitted for consideration. Mr. Schaller 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 - ABSENT, Mr. Swope – YES, Mr. Tewers - YES

The motion to DENY carried. Vote: 9 yes, 0 no.

**ZONING – MIDDLETON TOWNSHIP**

Mr. Steiner stated that Sally H. Meier, Trustee has 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-2 Industrial zoning classification. Mr. Steiner stated that the reason for the request as stated on the applicant’s application is that they feel that an M-2 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. Parcels consist of a total of six (6) separate parcels of land totaling 279 acres of land located in Section 19 of Middleton Township. The parcels are located in the northern portion of said Section 19 stretching from State Route 25 east to Mercer Road. Dowling Road is approximately 1,770 feet to the north and State Route 582 is located approximately 4,000 feet to the south.

Representatives of Ambrose Development Company, contract purchaser, spoke on behalf of the proposed rezone. There was discussion of road frontage and the representatives stated that according to the preliminary ALTA survey, there is 391 feet of frontage along N. Dixie Highway. Mr. Musteric noted that there is no right of way on Goetz Road as it has been vacated.

During discussion it was noted that the Planning Commission previously recommended approval of the rezone request but there is no evidence or knowledge of further action by the Township on the matter. Mr. Steiner recommended approval as it would fit with the location and the Land Use plan for the County.

Mr. Arnold made a motion to recommend that the Township approve the rezone request. Mr. George 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 - ABSENT, Mr. Swope – YES, Mr. Tewers - YES

The motion to APPROVE carried. Vote: 9 yes, 0 no.

**ZONING – MIDDLETON TOWNSHIP**

Mr. Steiner stated that the Middleton Township Zoning Commission has submitted a text amendments to their current Township Zoning Resolution. Mr. Steiner said the amendment addresses accessory structures.

Mr. Steiner stated that Middleton Township has drafted new language to regulate accessory structures in the Township. Mr. Steiner said the submitted regulations are fairly standard and set forth provisions for setbacks, minimum square footage for permits, and requires that accessory buildings meet applicable building codes.

Mr. Arnold made a motion to approve the text amendment. Ms. Herringshaw 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 - ABSENT, Mr. Swope – YES, Mr. Tewers - YES

The motion to APPROVE carried. Vote: 9 yes, 0 no.

**OPEN SPACE – WOOD COUNTY PARK DISTRICT**

Mr. Steiner stated that the Wood County Park District has expressed interest in acquiring vacant property from Norfolk and Southern in Lake Township near the Village of Millbury. Specifically, the Park District wishes to utilize the funds the Planning Commission has set aside for purchase and development of open space. Mr. Steiner said funds are the result of developers paying fees in lieu of open space in new plat developments. Mr. Steiner stated that Chris Smalley, Director of the Park District will explain the project and Commission members will need to decide if they want to fund the project or not.

Mr. Smalley shared the history of the North Coast Inland Trail and shared the long term plan of the Park District and how different funding strategies are utilized. The fee in lieu of open space dollars would be used as leverage funds for larger fund opportunities.

The Planning Commission discussed what the funds are and how often they are used and Mr. Steiner stated that they had never been utilized under his tenure as Director.

Mr. Tewers made a motion to approve earmarking the entire fund of $45,789.65 of the fee in lieu of open space funds to the Wood County Park District. Mr. Swope 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 - ABSENT, Mr. Swope – YES, Mr. Tewers - YES

The motion to APPROVE carried. Vote: 9 yes, 0 no.

**PUBLIC FORUM**

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

**DIRECTOR’S TIME**

**Staff Activities**

Mr. Steiner stated that June’s activity report would be shared at the next meeting.

**Motion to Adjourn:**

Mr. Arnold made a motion to adjourn the Jul7 5, 2022 Planning Commission meeting. Mr. Schaller seconded the motion and the Commission members responded in full support. The meeting adjourned.