

Planning Commission Minutes – July 6, 2016

The Planning Commission met on the above date at 7:00 p.m. in the Administrative Services Building, 304 N. Church Street, Bowling Green, Ohio.

Members Present: Jeff Betts, Judy Ennis, Gary Hess,
Mark Hollenbaugh, Kris Phillips, and Erica Sleek

Members Absent: Brady Gaskins, Ryan Holley, and Richard Michel

Minutes: Minutes of the June 1, 2016 Planning Commission meeting were approved as submitted.

LOBBY VISITATION

Lynn Ackerson, 8 Arlington Court, asked the Planning Commission about an annexation policy that had been brought before the board at a prior meeting. She said this was a recommendation of the Land Use Plan adopted nearly 2 years ago and wondered if anything has been done with the annexation review process. Mr. Betts called upon Mr. Hollenbaugh to specifically answer this question, as he had discussions with Lori Tretter, Municipal Administrator, in regards to possible implementation problems with the annexation policy. Ms. Tretter was also in attendance and confirmed she had discussed the issue with Mr. Hollenbaugh, however nothing has been decided.

PUBLIC HEARING

Proposed amendment to Section 150.03, concerning the definition of Indoor Sports Training Facility.

Heather Saylor, Planning Director, gave a staff report about indoor sports training facilities, including that this definition was added in 2012 as a "conditional use" in the M-1 Light Industrial and M-3 Business Park zoning. Ms. Saylor then advised that Sue Clark, Executive Director of Bowling Green Economic Development, would be speaking about the amendment, since it was initiated by her due to a client's interest. Ms. Clark stated her client, "The Beat", was being asked to leave their current space, and they have a limited amount of time to find a new space. Ms. Clark informed the commission that her client was shown several buildings and parcels of land, but that she kept coming back to the M-3 zoned parcel on Newton/Brim Rd. Her client wishes to construct a 7,200 to 7,300 square foot building on a 2-acre parcel, and will have parking spaces available for 35 cars. Ms. Clark felt this use would be compatible with the existing buildings already in that location.

The Planning Commission posed many questions to Ms. Clark regarding things such as how many other commercial properties were looked at, and why can't the business be located in a compliant location? Ms. Clark stated

the biggest issues were the cost of the land, and that her client would like to build the most appropriate facility to fit her business needs. Additionally, there are many customers from Perrysburg, thus a location to the north would be best. There were also concerns as to why this ordinance was amended a short-time ago and needs amended again. Some commission members were concerned this was being rushed and that this may need changed again in the near future. Other members stated ordinances will need changed over time and there is nothing wrong with changing with the times. Mr. Betts then asked if there was any public testimony. Mr. Betts closed the public hearing at that time, as there was no input from the public. The commission went into deliberation with

Ennis moved, Sleek seconded, that this ordinance revision be recommended to City Council. Motion carried unanimously.

Proposed amendment to Sections 150.40 and 150.103 (D), concerning Site Plan Requirements for Zoning Certificates and S-District Site Plans.

Ms. Saylor addressed the commission regarding the importance of site plan requirements that are listed in the Zoning Code, and the need for them to be compatible with what information is needed for a comprehensive review. A letter written by Jason Sisco, City Engineer, stated their division consistently sees a lack of information from project developers. This lack of information requires multiple reviews by the Engineering Division, thus causing a delay in the approval process. Staff agrees these changes would help to reduce the review time and minimize delays for projects. The commission had minor questions regarding the change, and overall felt the change adds to the streamlining of reviewing site plans. Mr. Betts asked for any applicant testimony or public testimony, of which there was none.

Hollenbaugh moved, Betts seconded, that this ordinance revision be recommended to City Council. Motion carried unanimously.

REPORTS

Representative to Zoning Board of Appeals

Judy Ennis gave report on the June Zoning Board Meeting, which included 3 cases. The first request was for an accessory building to be located on a separate lot from the primary structure at 811 East Gypsy Lane Road. The second request was for a 6 foot tall fence to be constructed in the front yard at 624 North Main Street. The third request was for Best Western, 1450 East Wooster Street, to have a sign located too close to the right-of-way line. All of the requests were approved.

Planning Department

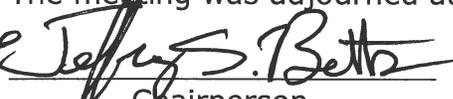
Ms. Saylor gave a report on behalf of the Planning Department and spoke on the number of permits in comparison to that of this time last year. She

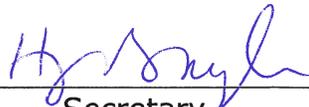
advised that the city was entering into a contract with Camiros, which is a 40 year old firm based out of Chicago. The firm has a full range of services, according to Ms. Sayler, which includes the areas of zoning, planning, urban design, economic development and landscape architecture. Their work is rooted in an understanding that every community is unique, and therefore requires a unique approach. Ms. Sayler who was on the committee when interviewing the potential firms for the upcoming project, stated the committee thought Camiros had a very engaging presentation and in particular liked their focus on the need to update the zoning regulations as a part of the implementation plan.

Ms. Sayler also reported on the International Town & Gown Association Annual Conference that she attended in June. She advised she is in the process of completing a report summarizing the various sessions at the conference. Ms. Sayler also informed the commission she will be attending the first ITGA - Ohio Summit on July 20, 2016.

ADJOURNMENT

The meeting was adjourned at 7:39 p.m.

amk

Chairperson


Secretary