

## **Planning Commission Minutes – December 7, 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, Brady Gaskins, Gary Hess, Mark Hollenbaugh, Ryan Holley, Kris Phillips and Erica Sleek

**Members Absent:** Richard Michel

**Minutes:** Minutes from the November 2, 2016 Planning Commission meeting were approved as submitted.

### **LOBBY VISITATION**

None

### **PUBLIC HEARING**

**Annexation of approximately 0.75+/- acres at 16415 Brim Road, identified as Parcel Number R63-510-130302005000, from Plain Township. Linda St. Arnaud, petitioner.**

Ms. Heather Saylor, Planning Director, stated the annexation has been requested due to the new sewer line currently under construction down Brim Road. City Ordinances require annexation with city-owned utility services are requested. She said once this annexation is completed there will only be one home left on the block not within the City limits.

The petitioner was not present at the time of the meeting and no guests spoke in regard to the annexation. Mr. Betts ended the public hearing.

*Ms. Ennis moved, Mr. Gaskins seconded, that this annexation be recommended to City Council. Motion carried unanimously.*

### **INTERIM ZONING**

**For approximately 0.75+/- acres at 16415 Brim Road, identified as Parcel Number R63-510-130302005000**

Ms. Saylor said the parcel is currently zoned "Special" under the Plain Township Zoning Resolution, which is similar to the I-1 Institutional zoning district in the City's Zoning Code, and is the zoning she is required to recommend. However, Planning Commission is able to recommend the zoning that they see appropriate. Mr. Hollenbaugh discussed the R-2 Single-Family zoning classification, since he said this is same as the neighboring properties and would be consistent with recently annexed properties. Mr.

## **Planning Commission Minutes – December 7, 2016 – Page 2**

Betts asked the difference between the R-1 Single-Family zoning and R-2, of which Ms. Sayler said essentially a difference between the front yard setback and minimum lot frontage.

*Mr. Holley moved, Ms. Ennis seconded, that the zoning classification of R-2 Single-Family Residential be recommended to City Council. Motion carried unanimously.*

### **REZONING REQUESTS**

**For 0.2795 acres at 510 East Wooster Street from B-2, General Commercial to B-5 Transitional Central Business District zoning classification. Myles and Myles Partnership, applicant.**

*Mr. Betts set this item for a public hearing at the January 4, 2017 meeting.*

**For 0.0924 acres at 516 East Wooster Street from B-2, General Commercial to B-5 Transitional Central Business District zoning classification. Jay Williams, applicant.**

*Mr. Betts set this item for a public hearing at the January 4, 2017 meeting.*

### **MASTER PLAN**

**Update to the Parks & Recreation Section**

*Mr. Betts set this item for public hearing at the January 4, 2017 meeting.*

### **REPORTS**

**Representative to Zoning Board of Appeals**

Judy Ennis informed the Planning Commission that there was one variance request on the November 9, 2016 Zoning Board of Appeals Agenda. She advised it was to allow the construction of a 6 foot (6') tall fence located at 254 Eberly Avenue, which would be located within the 25 foot (25') front yard setback. Ms. Ennis stated the variance was approved.

**Planning Department**

Ms. Sayler stated the number of permits issues are still stable, with 358 this year compared to 361 this time last year. Thirty-one permits were issued to build single-family homes this year so far, compared to twenty-six at this

**Planning Commission Minutes – December 7, 2016 – Page 3**

time last year. She also stated there were five commercial permits so far this year, compared to two at this time last year. We have one industrial permit compared to one from this time last year and also two institutional permits compared to zero from this time last year.

She informed the commission that the third Community Action Plan Meeting, which will be an open house, is scheduled for February 7, 2017. This meeting will be held at the Atrium of the Wood County Courthouse starting at 6:00 p.m. until 8:00 p.m. She advised this meeting will be in regard to finding strategies for neighborhood improvements that were heard at prior meetings.

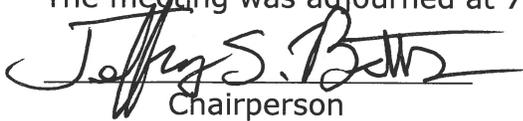
Ms. Saylor explained that Camiros was in Bowling Green for a short visit two weeks ago to discuss Early Action Projects. Camiros representatives were also meeting with staff during their visit to provide staff updates. Additionally, volunteers are needed to help with the Better Block Project on East Court Street.

Ms. Saylor advised of the joint City Council/Planning Commission meeting that was scheduled for January 31, 2017 at 6:00 p.m. This meeting will take place at the Wood County District Public Library in the Meeting Room. During this meeting an update will be given on the CAP process, along with Camiros presenting their observations and general recommendations regarding the Zoning Code.

Lastly, she referred to City Prosecutor Matt Reger, who introduced the new City Prosecutor, Hunter Brown, who will be taking on the new job January 1, 2017.

**ADJOURNMENT**

The meeting was adjourned at 7:15 p.m.

  
Chairperson

\_\_\_\_\_  
Secretary