

## **Planning Commission Minutes – November 2, 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:** Judy Ennis, Gary Hess, Mark Hollenbaugh, Ryan Holley, Richard Michel, Kris Phillips.

**Members Absent:** Jeff Betts, Brady Gaskins, and Erica Sleek.

**Minutes:** Minutes of the October 5, 2016 Planning Commission meeting were approved as amended.

### **LOBBY VISITATION**

None

### **ANNEXATION**

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

*Mark Hollenbaugh, vice-chairperson, set this for Public Hearing at the December 7, 2016 meeting.*

### **REPORTS**

#### **Representative to Zoning Board of Appeals**

Judy Ennis said there was one variance request on October 12, 2016. She said it was for the expansion of an existing driveway at 217 South Grove Street that would encroach 3 feet into the 3 foot required setback from the property line. She said it was approved by the Zoning Board of Appeals.

#### **Planning Department**

Heather Saylor, Planning Director, said the number of permits are still stable, with a slight increase this year at this time compared to last year (340 compared to 333). Additionally, 28 permits were issued to build single-family houses this year so far, compared to 26 at this time last year. She also stated permits were recently issued for a new building for The Beat Dance Studio at 1330 Brim Road, Checkers Car Wash at 1073 South Main Street, and an addition to Nova Vision at 524 East Woodland Circle. Permits are currently under review for site improvements to McDonald's on East Wooster Street and an addition to Brathaus on North Main Street in downtown.

Ms. Saylor informed the commission that the second Community Action Plan Meeting was held on October 11, 2016 at the union on the campus of Bowling Green State University. The meeting focused on visioning exercises and an early action plan was voted on. The highest votes went to a Better Block Project on East Court Street and the second highest votes went to created a Code Enforcement Handout. She stated both projects are currently being outlined by Camiros for implementation, along with their formulation of some initial ideas and concepts to outline the CAP. She also reminded the commission of the website, where all documentation from meetings is posted, and of the Facebook page. Additionally, Camiros will recommend zoning code updates, which is a tool to make sure aligns with the community goals. The next and third community meeting is anticipated to be some time in January of 2017.

Ms. Saylor spoke on staff discussions regarding the need to update the zoning and subdivision regulations in Chapter 150 and 151. She asked members to continue to think about being an active member of a future committee.

Lastly, she told the commission they may be seeing the update to the Parks and Recreation Section of the Master Plan on their agenda at the December meeting. She is waiting for Director of the Parks and Recreation to see when she is ready for sending it through the public review and approval process.

### **ADJOURNMENT**

The meeting was adjourned at 7:10 p.m.

  
Chairperson

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Secretary