

Planning Commission Minutes – August 14, 2017

The Planning Commission had a special meeting 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, Ryan Holley, Richard Michel, Kris Phillips and Erica Sleek

Members Absent: Jeff Betts, Will Airhart and Mark Hollenbaugh

Special Meeting

Judy Ennis called the special meeting of the Planning Commission to order. Mr. Holley then made a motion to assign a temporary chairperson due to the absence of the chair and vice-chair. Mr. Holley then appointed Ms. Ennis for the temporary chair position and Ms. Sleek seconded the motion. All members present were in favor of the motion.

Lobby Visitation

None.

Re-Plat

Ms. Ennis advised this special meeting is to consider replat of a parcel of land in Bellard Business Park. She then turned the meeting over to Heather Saylor, Planning Director, to explain the request.

Ms. Saylor advised that the city is requesting the replat for the purpose of splitting the existing 5.15 acre parcel by creating a 2 acre parcel, which leaves a 3.15 acre parcel to sell in the future. Penta Career Center has a purchase agreement for the 2 acre parcel. She also advised that the replat would remove a 2 foot anti-vehicular easement that runs along Newton Road to the entrance of Bellard Business Park and a small portion along Brim Road. She said a portion of the easement, about 100 feet, would be abandoned to allow for access to the 2 acre parcel, but the main portion of the easement would remain.

Mr. Holley then reaffirmed with Ms. Saylor that the replat was just taking one parcel and splitting it into two parcels. Mr. Holley also reaffirmed that Penta wants to purchase the one and develop it, and then leave the other to sell at a later date. Ms. Saylor advised that was correct and that Sue Clark, Executive Director of Bowling Green Economic Development, was in attendance if the commission had further questions for her or if they wanted an update on the project.

Ms. Clark advised that Penta County Career Center is interested in purchasing the 2 acres at the Bellard Business Park. She said their plan is to build a building to hold educational classes in the morning for their students who live in this area and then they would go to work for manufacturers and other employers in the area. She also advised it is their intent down the road to do some adult training classes in this same facility. Ms. Clark stated they have an agreement to purchase the property, with a tentative closing date of August 23, 2017. She stated this will go through as long as the commission agrees to split this property and remove the no access easement. She also advised when she markets the remaining 3.15 acres she will do so explaining that the only access to the 3.15 acre parcel would be from Brim Road.

Mr. Hess said he read the access would be about 400 feet from the intersection of Brim Road and Newton Road, but that he was having difficulty visualizing where that would be. Mr. Phillips stated it would be directly across from the entrance to the water tower. Ms. Saylor advised that the Planning Department has not received a site plan yet, and the driveway location from Newton Road would be determined by the site plan review process. She said the driveway would be located within the 100 foot opening to Newton Road, but that is not yet decided. Ms. Saylor advised the removal of a portion of the anti-vehicular access easement is approximately 400 feet from the intersection, which follows the city's Access Management Policies and Guidelines. These guidelines stipulate the placement of a driveway depending on the speed limit of the road, the category of the road, and the proximity to adjacent driveways and intersections. In this situation, it is recommended to be at least 360 feet from the intersection.

Mr. Holley then asked if the anti-vehicular easement is part of the replat request, which Ms. Clark said yes. She said the 2 acres parcel would not be allowed to have access without the removal of the easement.

Mr. Holley moved, Ms. Sleek seconded, that the re-plat of the south western 5.15 acres of in lot 6771 be approved as submitted. Motion carried unanimously by a roll call vote.

ADJOURNMENT

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

Chairperson

Secretary