

## Planning Commission Minutes – July 5, 2017

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, Richard Michel, Gary Hess, Mark Hollenbaugh, Ryan Holley, and Kris Phillips

**Members Absent:** Will Airhart and Erica Sleek

**Minutes:** Minutes from the June 7, 2017 Planning Commission meeting were approved as submitted.

### **LOBBY VISITATION**

Mr. Betts asked if anyone wished to come forward and speak about anything that is not already scheduled for public hearing. Due to no interest, the time for lobby visitation was closed and the meeting proceeded forward.

### **PUBLIC HEARINGS**

Two annexations were read together by Mr. Betts because they applied to the same development, however the votes remained separate. The annexations were read as follows:

- **Annexation of approximately 43.03 acres on the south side of East Poe Road, identified as parcel number C11-511-21000002000, from Center Township. Susan J. Ragan, petitioner.**
- **Annexation of approximately 60.102 acres on the north side of East Wooster Street, east of Wood Bridge Business Park, identified as parcel number C11-511-210000011000 (not entire parcel), from Center Township. Richard & Judith Carpenter, petitioners.**

The staff report was reviewed by Heather Sayler, Planning Director, where she advised the two annexations are for the expansion of Woodbridge Business Park to accommodate a warehouse development and prepare for future development. Annexation is required for city utility service and this expansion of the business park would create jobs for economic development, which is why Sue Clark has been involved in this project. Ms. Sayler then asked Sue Clark, Executive Director of Bowling Green Economic Development, to expound on the specifics of the project.

Sue Clark explained that when the City of Bowling Green developed Woodbridge Business Park, a right-of-way was purposely left between two of the sites for future connection to the east. The right-of-way allowed for the

potential expansion of the business park to the east, if the city decided they wanted to do so. She said a developer had purchased the land and is intending to build a 100,000 square foot warehouse. Eventually, a new road will run down through the Carpenter property and out to East Wooster Street. Further road and infrastructure improvements would happen as future development were to occur. Ms. Clark reaffirmed from the previous meeting that only having one entrance and exit from the business park has always been a concern of hers. This was partially because of a power outage from a wind shear that knocked down all of the power lines to the business park on Dunbridge Road, and the road had to be closed down. Ms. Clark stated that by creating a second entrance it would be possible to have a second circular drive for distribution of utilities, which would allow utilities to be picked up if one section went down. She also expounded on the desire of the already existing business owners at the park to have nearby warehousing to store their products. Ms. Clark stated this is because the existing businesses do not have enough space to store their products in their own facilities and this opens up additional space for processing.

Mr. Betts asked Ms. Clark to further discuss how the warehousing is going to be handled. Ms. Clark explained that it is a private developer who has purchased the land and will build the buildings. The developer will then lease the warehouses to manufacturers here in the city. She explained that with the new warehouses the developer will be able to attract other manufacturers to come in and use their warehousing. Ms. Clark described the developer as being a logistics company out of Findlay that has many years of experience in logistics. She said they have been doing very well in the Findlay area and is excited that they are moving north. She advised that one of their largest users is Honda and that the city currently has manufacturers that are Honda suppliers. She feels this will be a real advantage to a lot of the companies that currently exist in our city.

Mr. Betts then asked if there was anyone who had public testimony in regard to the current discussion. Lynn Ackerson, 8 Arlington Court, came forward and stated she did not have a fundamental problem with the annexation for the Woodbridge Business Park. However, she was trying to understand the city's process for its decision to fund the water and sewer infrastructure. She stated that she assumed the city plans to recoup some of the money for the utilities by the jobs that will be created and the additional income tax. However, she feels that warehousing does not create a lot of jobs and neither does manufacturing, since a lot of it is automated. Ms. Ackerson inquired as to whom, how, why and when it was decided that it made sense for the city to use its money to put in water and sewer for this development. She went on to say she assumed some cost-benefit analysis was done to show it would be beneficial for the city. She also felt that at some point there had to be a discussion on how the water and sewer infrastructure fund would at least partially be replenished with new income tax revenue created by the development. Mr. Betts stated that he does not have the formula or the specifics on the process that the city uses to determine if the city will fund utility infrastructures. He advised Ms. Ackerson that the water and sewer infrastructure and how it was financed is not what the commission is vested

in with this meeting. Mr. Betts said he does know that the utilities that will be needed at the business park is a topic that has been discussed over the past 12 months. He also stated her question is one that she has asked on multiple occasions at different meetings. Mr. Betts asked the committee if anyone had any additional information regarding this subject that he was not aware of. At which time, no one from the Planning Commission came forward. Mr. Betts advised Ms. Ackerson they were unable to answer her question. Due to not getting any additional information from the Planning Commission members, Ms. Ackerson then asked Ms. Clark if she knew who makes this decision. Ms. Clark advised the city has made money from water and sewer fees. She stated the city has been successful in this model over the years and that the board of public utilities has control of the utility funds. She further explained that the Board of Public Utilities and her board members work together to come up with a decision. She said these decisions are not made lightly and that police and fire also need to be involved. She stated in order to create additional jobs, the city needs to acquire land to attract businesses. She advised Ms. Ackerson that she could be contacted at her office to discuss how the decision is made and what formulas are used.

Beverly Robie, 16760 Carter Road, came forward to discuss her questions in regard to the name of Bowling Green Road East being changed to East Wooster Street and about the lack of upkeep of the Woodbridge Business Park. Ms. Robie expressed her concerns of the ugly site that already exists at the business park and is concerned this will expand further down East Poe Road. Ms. Robie said trash blows across the fields and unsightly racks are outside of Vehtek. She explained when there have been high winds, some of those racks have fallen down into the ditch. She questioned how this is going to be contained so that it does not become an even bigger issue. Ms. Robie stated she understands jobs are important, however she did not move out to this area to look at trash. Ms. Clark responded in agreement of the racks outside of Vehtek and that she has tried working with them to get them moved inside of a building, since outside storage is not permitted within the restrictions of the business park. She informed Ms. Robie that new businesses will be reminded of the covenant attached to the deed, but there are no teeth in the covenant to make them comply. Mr. Betts then suggested Ms. Robie speak directly with the businesses that are causing issues.

Mr. Hollenbaugh then brought up the issue of parking at Woodbridge Business Park. He advised he has seen people parked on the grass at that location and wanted to know if this is allowed. Ms. Clark advised that it is city-patrolled land and they are allowed to park in the grass because of parking issues. She advised they do not like them to do it and added the city would like to continue working with them on the parking on the grass issue.

Mr. Phillips went back to the original discussion of the city funding the water and sewer infrastructure and stated the cost for it would be minimal. He said this is not a remote area that water and sewer are being extended to.

During Planning Commission deliberation Mr. Holley stated that Ms. Saylor's report last month and this month, along with Ms. Clark's reports on the plans for why the expansion is needed is enough for him to support the annexation. He stated if we do not approve this, the business will go somewhere else and jobs will go somewhere else. He felt that the minimal cost of the water and sewer for 35 jobs in the next 3 years is a positive change. Mr. Holley also stated that even with Ms. Robie's concerns at the business park he does not feel it is particularly fair to judge an entire area just by one culprit, which sounded to him to be Vehtek. He stated that does not mean that it will not happen, but the city ordinances will need to be enforced. He feels that if a business is abiding by that code the only thing that can be done is to reach out individually to the business and voice the concerns. He said if they are giving the availability to use the new storage space to clean up their area that may take care of some of the issues at Vehtek. He also stated that once Vehtek starts using the new storage and the racks are gone, that may open up more parking and things will look better. Mr. Holley stated he is very much in favor of both A and B on the agenda as they stand.

Mr. Phillips stated having worked at a place where our customers were Honda, Toyota, General Motors and Ford he can guarantee those people take what they use and their appearance seriously. He also stated they are not going to want anything that is not of a clean and of a neat appearance. Mr. Phillips also commented on the city funding the utility infrastructure and stated that these new businesses will be paying property taxes so even though it is a different fund it is still income for the city.

*Mr. Betts moved, Mr. Holley seconded, that the annexation of approximately 43.03 acres on the south side of East Poe Road, identified as parcel number as parcel number C11-511-21000002000, from Center Township be recommended to City Council. Motion carried unanimously by a roll call vote.*

*Mr. Betts moved, Ms. Ennis seconded, that the annexation of approximately 60.102 acres on the north side of East Wooster Street, east of Wood Bridge Business Park, identified as parcel number C11-511-210000011000 (not entire parcel), from Center Township be recommended to City Council. Motion carried unanimously by a roll call vote.*

- **Annexation of 0.50 acres at 16471 Brim Rd, identified as parcel number R63-510-130302002000, from Plain Township. Sandra K. Miller, petitioner.**

Ms. Saylor advised that earlier this summer the city installed sanitary sewer along Brim Road. Because of the new sewer installation, the owner of this property would like to attach to the existing sanitary sewer. Ms. Saylor also acknowledged that according to city ordinance, annexation would be required for this property. She stated this will be an annexation that cleans up the city boundaries to make it consistent and clearer for city service response calls. She also advised instead of having a 5-digit county address, the house will be assigned a 4-digit city address.

After Ms. Saylor's report, Mr. Betts asked if there was anyone in attendance that wished to address the commission in regard to this annexation. Due to no one in attendance wishing to make public comment, the public hearing portion of the meeting was closed and the commission went into deliberation.

*Mr. Hollenbaugh moved, Ms. Ennis seconded, that the annexation of 0.50 acres at 16471 Brim Rd, identified as parcel number R63-510-130302002000, from Plain Township be recommended to City Council. Motion carried unanimously by a roll call vote.*

- **Ordinance amendment to Section 150.03 Definitions, Section 150.37 M-3 Business Park, 150.45 S-4 Planned Business Park, and 150.59 (A) Off-Street Parking requirements to add the use of "Vocational Training School".**

Ms. Saylor said this request to change the Zoning Code is related to a project that Sue Clark has been in negotiations with. She advised that Penta Career Center would like to build a satellite school within Bellard Business Park. The Planning Commission was informed that under the current M-3 zoning the proposed use as a vocational training school is not allowed. Ms. Saylor said she and Ms. Clark discussed the project and what assets it would bring to the city. It was stated it would be very unique to have a business park setting with manufacturers already there for collaboration with Penta Career Center. Ms. Saylor advised that when rewriting codes it is a best practice to try and find a model to work from. However, after researching several different zoning codes, there was nothing close to fit the proposed use. Ms. Saylor felt the city would be unique in the aspect of having this type of collaboration in a business park. She stated this would be a conditional use in the M-3 Business Park and S-4 Planned Business Park zoning district. She stated there was no feedback received from the newspaper postings that informed the community about the proposed ordinance change.

Sue Clark advised Penta Career Center is currently operating a training school within the city and it is their desire to own their own facility. She advised they would also like to have the opportunity to do more adult training and specialized training for certain plants as part of their curriculum. She felt it necessary to move forward with the possibility of having a training facility inside an industrial park after she was approached by several people with the idea. Ms. Clark said she thinks the facility will be well-used and it increases the potential for making young people ready to be placed in positions for employment within the business park and local industries. She stated it is necessary to have a balance between skilled labor and individuals who attend 4-year institutions and receive degrees. In her discussion with local manufacturers, there are many that would be willing to take young people and train them to be their employees.

Mr. Betts asked how she sees this playing out down the road having and having application in the future. Ms. Clark said to look to the northern part of the county, which supplies a lot of skilled labor to the Toledo market. There

are training facilities right next to union halls that are apprenticeship programs. These are either adjacent to a manufacturer or on their own property. She said there are companies here that do have unions and she is currently in a discussion with a company about an apprentice program where they may need a training center and it could be located on their own facility site. The changing of this code would allow them to have this training center, according to Ms. Clark.

Ms. Ennis advised the Ohio Department of Education is going after apprenticeships and internships and it is even outlined in the Governor's budget. She said she sees the importance of having the training facility inside an industrial park, as it cuts down on the travel time for students and it allows for the interchange between the industry and the classroom, along with being much more convenient and cohesive. She also advised that Penta originated in an industrial park, near Owens Community College. According to Ms. Ennis this is not an original concept, it is going back to what worked and why these types of institutions were created in the first place. Ms. Ennis said this is a win/win for everyone.

Mr. Holley then asked both Ms. Saylor and Ms. Clark if Penta had a chance to review the ordinance and parking requirements to make sure that it would work for their vision. Ms. Ennis answered the question by advising that you cannot write an ordinance specific for an industry and the ordinance has to work for the city.

At this time Mr. Betts asked for any public testimony at which time no one responded.

*Mr. Holley moved, Mr. Phillips seconded, that the Ordinance amendment to Section 150.03 Definitions, Section 150.37 M-3 Business Park, 150.45 S-4 Planned Business Park, and 150.59 (A) Off-Street Parking requirements to add the use of "Vocational Training School" be recommended to City Council. Motion carried unanimously by a roll call vote.*

### **INTERIM ZONING**

- **For approximately 43.03 acres on the south side of East Poe Road, identified as parcel number C11-511-21000002000.**

Ms. Saylor advised that by ordinance she has to recommend the current zoning of a parcel under the township zoning resolution. Ms. Saylor advised that in this case the parcel is zoned for agricultural uses. Ms. Saylor reminded the commission that they are able to decide on their own what they feel the zoning should be.

*Mr. Holley moved, Mr. Hess seconded, that the zoning classification of M-3 interim zoning classification be recommended to City Council. Motion carried unanimously by a roll call vote.*

- **For approximately 60.102 acres on the north side of East Wooster Street, east of Wood Bridge Business Park, identified as parcel number C11-511-21000011000 (not entire parcel).**

Ms. Saylor advised that by ordinance she has to recommend the current zoning of a parcel under the township zoning resolution. Ms. Saylor advised the parcel is zoned for industrial uses, which does match the M-3 district. Ms. Saylor advised the board they are able to decide on their own what they feel would be best for a parcel, however, per earlier discussions the commission is aware of the city's desire for this to match the zoning of the existing Woodbridge Business Park.

*Mr. Holley moved, Mr. Betts seconded, that the zoning classification of M-3 interim zoning classification be recommended to City Council. Motion carried unanimously by a roll call vote.*

- **For approximately 0.50 acres at 16471 Brim Rd, identified as parcel number R63-510-130302002000.**

Ms. Saylor advised that under the Plain Township Zoning Resolution this parcel is zoned as "special", which is equivalent to the city's institutional zoning. Ms. Saylor advised by ordinance she must recommend that the current zoning of the parcel stay the same. However, she stated the board is able to decide on their own what they feel would be best for a parcel. Ms. Saylor advised that several of the parcels in that area along Brim Road have been annexed in the past and they have been annexed as R-2 Single Family Residential.

Mr. Holley asked Ms. Saylor if the current home met the current setback requirements of the R-2. Ms. Saylor advised that it does meet the current setback requirements.

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

## **SUBDIVISION**

- **Preliminary Plan with Waiver Request for Pheasant Farms Plat 8.**

Ms. Saylor advised this was a request to approve a preliminary drawing for Plat 8 of Pheasant Farms. She stated the parcel was a little less than 5 acres in size with 10 lots proposed. Ms. Saylor said that Mr. Huntley, an engineer from Poggemeyer Design Group was here to answer any specific questions on behalf of his client.

Mr. Huntley advised that the last plat, which was Plat 7, was approved back in 2005. Mr. Huntley advised the area for Plat 8 was zoned S-5 and it was done this way in case they wanted to do something a little different with it. Mr. Huntley stated it does meet most of the same requirements as the rest of the plat.

Three waivers were requested on the drawing which included the cul-de-sac width (no longer needed a waiver), a front setback of 25 feet instead of 35 feet, and 3 corner lots that are over the 2.5 times the width/depth ratio. Those lots consist of lots 7568, 7570 and 7563. Mr. Huntley advised these lots are over the ratio because of their location and because one lot has an existing pond on the lot which is capable of serving the subdivision as a whole.

Mr. Phillips asked which lot the drainage easement belonged to and Mr. Huntley advised it belonged to lot 7568. He advised the pond was placed where it was so that only one property owner would have the maintenance responsibilities for that.

Ms. Saylor reviewed the waiver requests and agreed with Mr. Huntley that the setback was not impacting any of the adjoining neighbors. She said the encroachment would not be closer to any neighbors, only the right-of-way. Additionally, the 25' front yard setback would match the existing subdivision setback requirements. She advised as far as the width/depth ratio, the differences are minimal and in some cases only about 10 feet. The biggest width/ratio difference is with the proposed parcel with the pond, which she said Mr. Huntley explained adequately the reasoning behind this. Ms. Saylor advised that city staff in reviewing the waivers had no concerns. She also advised the cul-de-sac is not part of that, she advised the ordinance is not clear on how the 120 foot is measured until you go to the appendix and figure 3, which makes it not a pavement to pavement measurement but actually a measurement from the right-of-way. Ms. Saylor also advised this was not the last approval step for the subdivision and that there will be a final plat that goes before the commission and construction plans to be reviewed by staff.

*Mr. Betts moved, Ms. Ennis seconded, that the preliminary plan with waiver requests be approved. Motion carried unanimously by a roll call vote.*

## **REPORTS**

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

Judy Ennis reported that there was no Zoning Board of Appeals meeting on June 14, 2017 due to lack of agenda items. She advised there will be a meeting on July 12, 2017, where there is one request for a variance.

## **Planning Department**

Ms. Sayler said zoning permits are currently exceeding the number at this same time last year. Currently, the permit numbers are at 201 for this year compared to 171 for last year. There were 21 single-family housing starts compared to 19 from last year at this time, and also three commercial building permits, compared to 4 last year. There are 2 industrial permits for this year compared to 2 last year, and 3 institutional projects compared to 1 for the previous year.

Permits had just been issued for the remodeling of Planet Fitness that will be located 1135 South Main Street. A permit application was just received for the distribution warehouse for Ohio Logistics which will be a 200,000 square foot building with potential office space. Permits are also currently under review or on hold for the McDonald's on East Wooster Street for site improvements.

There will be a draft of the Community Action Plan with an Open House to be announced soon to review the draft, most likely in late August or early September.

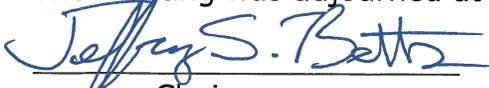
The potential land donation for Habitat for Humanity is going before City Council and will require a zoning change that will come before Planning Commission.

The Ohio Town and Gown Summit is scheduled for the end of July at Miami University in Oxford. There will be a group going from the university and the city. The city will also be working with the university on a session on partnerships at the summit.

Ms. Sayler attended a 2020 census session at TMACOG, which is to start preparation for the next census. The city will be working on educating the public on the importance of the Census, as it is required by the U.S. Constitution and it is crucial to have citizens respond to this for several reasons.

## **ADJOURNMENT**

The meeting was adjourned at 8:06 p.m.

  
Chairperson

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Secretary

