

## **Planning Commission Minutes – May 1, 2019**

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, Ryan Holley, Richard Michel, Kris Phillips, Erica Slek and Nathaniel Spittler

**Members Absent:** Will Airhart

**Minutes:** Minutes from the April 3, 2019 Planning Commission meeting were approved as submitted.

### **LOBBY VISITATION**

Mr. Betts asked if anyone wished to come forward and speak to the commission. Due to no interest, the time for lobby visitation was closed.

### **PUBLIC HEARING**

Mr. Betts read the rezoning request as follows:

- For 0.1102 acres at 525 Ridge Street from B-1 Limited Commercial to R-5 University Related Residential zoning classification. David Maurer of Deer Hollow LLC, applicant.

Heather Sayler, Planning Director, advised this request consists of one parcel that is 0.1102 acres in size, with lot dimensions of 40 foot by 120 foot. All procedural requirements for the hearing have been met according to section 150.111 of the codified ordinances. The present use of this location allows the bottom floor to be used for retail services and the upstairs is a legal non-conforming use as an apartment. All public utilities are available for this parcel which includes a 12-inch waterline and 8-inch combined sewer, along with primary electric along Ridge Street. There are sidewalks. The potential use of this property would allow anything listed under the R-5 University Related zoning classification in the city codified ordinances. Ms. Sayler explained according to the application, the owner would like to construct 2 apartments on the first floor of the structure, which is permitted under the R-5 zoning. She then explained any type of traffic change would fall under the city's access management policy. The adjacent zoning of the property has R-5 zoning to the west, R-5 and B-1 Limited Commercial zoning to the north, B-1 zoning to the east and S-3 Planned Institutional zoning to the south.

Ms. Sayler advised staff is in support of the change in zoning classification because the recommendations described in the application align with several

important City initiatives such as the Land Use Plan and the Community Action Plan. The change also creates the potential for new housing choices, and makes this otherwise legal non-conforming structure, conforming. Staff feels the location is walkable and bike-able to campus, which makes this a convenient location.

Mr. David Maurer, applicant, advised the intent of seeking the proposed R-5 zoning classification was to allow this real estate to become a piece of a long-range plan. Mr. Maurer explained by owning other properties in the area, this change in zoning presents the opportunity to do some development long-term. It was his opinion the R-5 use would be the highest and best use of the location. Mr. Maurer also explained he receives very few commercial inquiries for the location, which Deer Hollow LLC has owned since June of 2018.

Mr. Betts asked if there was a plan to convert the bottom section to a residential unit, and if so will that process move forward if the zoning change is approved. Mr. Maurer advised that, yes, the plan was to move forward with the conversion of the lower level to apartments. Mr. Betts then asked what type of drive-way was at the location, whether it was stone or asphalt. Mr. Maurer advised the drive-way to his knowledge was stone or a deteriorated asphalt, however he would guess it was mostly stone. Mr. Betts inquired if there was a plan to update the drive-way. Mr. Maurer advised that at this time there is no plan to update the drive-way, but they do want the property to be functional. Mr. Maurer felt that if he was successful at the meeting today and if the zoning amendment is approved, the condition of the drive-way is something that will be looked into. He stated he does not want to promise that the drive-way will be changed, but that it is something that will be taken into consideration.

Mr. Betts then asked if there was anyone who wished to give public testimony to which nobody came forward. The time for public testimony was closed.

Ms. Ennis stated that this request does fit into the Land Use Plan at which time Ms. Sleek, Mr. Holley and Mr. Betts all agreed. Mr. Betts felt that it made sense since the location was right on the edge of other R-5 zoning areas, which would not be creating an island for the R-5.

***Ms. Ennis moved, Mr. Hess seconded, to recommend to City Council to approve the change from B-1 Limited Commercial to an R-5 University Related Zoning Classification. Yes votes were made by Betts, Ennis, Hess, Holley, Michel, Phillips, Sleek and Spitler.***

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

Ms. Ennis advised the Zoning Board of Appeals met on April 10, 2019 and had 2 requests to review. She read the requests as follows:

Kerry and Aubrie Koontz had requested a variance to construct a single-family dwelling that would encroach 4.5 feet into the 30 foot required rear yard setback to the west at 1500 Short Circle.

Ami Palmer has requested a variance to allow the temporary use of a structure as a two-family dwelling at 210 East Poe Rd for up to 12 months, which is zoned R-2 Single-Family Residential.

Ms. Ennis explained the variance for 1500 Short Circle was granted as requested with no stipulations. However, the variance for 210 East Poe Road was granted with stipulations. Ms. Ennis explained that in order for the Zoning Board of Appeals to grant a variance, there has to be a hardship proven. It was not the feeling of the board after some questioning and insight from the City of Bowling Green legal counsel that a direct hardship was established, according to Ms. Ennis. In this instance, a temporary variance was granted to allow the current occupants' time to find adequate housing. The temporary variance was granted until July 10, 2019, at which time the home needed to be returned single-family use, under the R-2 Single Family Residential requirements.

### **Community Action Plan Implementation Subcommittee**

Mr. Betts advised there was a meeting held by the Community Action Plan Implementation Subcommittee where they tried to lay out what the next steps would be for the committee. Mr. Betts explained the committee felt it was necessary to reach out to Mr. Greg Robinette, Council member (chair of the Planning, Zoning and Economic Development Committee), to seek his input on what tasks are most important at this time. That conversation resulted in a meeting being scheduled to be attended by Ms. Sayler, Greg Robinette, Lori Tretter (Municipal Administrator), Mike Aspacher (President of City Council), and Jeff Betts to decide what the highest priority tasks should be.

Mr. Betts also advised that Mr. Airhart volunteered to work with Ms. Sayler on the scoring committee to review the qualifications that will be coming in from the various consultants who expressed interest in helping to update the City of Bowling Green Zoning Code.

### **Planning Department**

Ms. Sayler advised zoning permits are similar to the numbers at this same time last year. She said the permits are currently at 110 compared to 100 for this same time last year. There were 9 single-family housing starts compared to 18 from last year at this time and 3 commercial building permits, compared to 1 last year. There is 1 industrial permit for this year and 1 institutional project.

Ms. Sayler said several projects are under review which includes Schwind Electric (Miller Drive), Lmaries (333 South Main Street), The Wood County

Senior Center (South Grove Street), and Menards that would be located on South Main Street and Plat 2 of The Reserve at Martindale.

May 20<sup>th</sup> at 6:45pm City Council will have a public hearing about the updates to the subdivision regulations that Planning Commission recently recommended approval of.

The Historic Preservation Commission has set a schedule to hold regular meetings on the 4<sup>th</sup> Friday of every month starting at 3:30pm in the City Administrative Services Building in Council Chambers.

Ms. Sayler also asked the Planning Commission not hesitate to call the office if they see tall grass or noxious weeds.

Ms. Sayler also advised that the Planning Department received a letter from First Energy that was addressed to the Planning Commission. She gave each Planning Commission member a copy of the letter for their review, which involves the review of a new transmission line that would go through the northern edge of the corporation limit.

**ADJOURNMENT**

The meeting was adjourned at 7:25 p.m.

  
Chairperson

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Secretary