

**RECORD OF PROCEEDINGS
CITY OF BOWLING GREEN CITY COUNCIL**

Minutes of

Meeting

DAYTON LEGAL BLANK, INC., FORM NO. 101-98

TUESDAY, JANUARY 21, 2020

Held

20

The regular meeting of the Bowling Green City Council, held in the Council Chamber, 304 North Church Street, Bowling Green, Ohio was called to order at 7:00 p.m. by Council President Hollenbaugh. The meeting began with the Pledge of Allegiance.

On roll call, Council Members Herald, Hollenbaugh, Leontis, Phipps, Robinette, and Zanfardino were present. Council Member Rowland was not present. Also present were Mayor Mike Aspacher, City Attorney Michael Marsh, Public Works Director Brian Craft, Utilities Director Brian O'Connell, Planning Director Heather Saylor, and Parks and Recreation Director Kristin Otley. Municipal Administrator Lori Tretter was not present.

Council Member Leontis moved, Zanfardino seconded, to approve the minutes of the regular meeting held January 6, 2020 as distributed. On unanimous voice vote, Council President Hollenbaugh declared motion carried.

CORRESPONDENCE

Clerk of Council Kay Scherreik noted that a listing of budget transfers for the month of January was received from Finance Director Brian Bushong and distributed to Council prior to the meeting for approval. Council Member Zanfardino moved, Robinette seconded, to approve the transfers as presented. On unanimous voice vote, Council President Hollenbaugh declared motion carried. A copy of the transfers is attached and made a part of these minutes.

Clerk presented a Board and Commission appointment on behalf of Mayor Aspacher. The appointment was for Brett Pogan to the Board of Public Utilities. Council Member Herald moved, Hollenbaugh seconded, to confirm the appointment as requested by the Mayor. On unanimous voice vote, Council President Hollenbaugh declared motion carried.

SPECIAL RECOGNITIONS - MAYOR ASPACHER

There were no special recognitions.

LOBBY VISITATIONS

There were no lobby visitations.

NEW LEGISLATION

The following new legislation was recommended by the Administration and presented to Council for introduction:

Council Member Robinette, for the Committee-of-the-Whole, introduced a resolution honoring Richard A. Edwards for distinguished public service and designating him Mayor Emeritus of the City of Bowling Green, Ohio.

Council Member Robinette, for the Finance Committee, introduced an ordinance authorizing the Municipal Administrator to advertise for bids and enter into a contract or contracts for sidewalk improvements, pavement striping, deicing salt, and improving streets, alleys, and other public ways in the City of Bowling Green, Ohio.

Council Member Robinette, for the Finance Committee, introduced an ordinance authorizing the Municipal Administrator and the Utilities Director to enter into a contract or contracts with specified vendors for work that may exceed \$50,000 annually for calendar year 2020.

Council Member Robinette, for the Finance Committee, introduced an ordinance authorizing the Municipal Administrator and the Utilities Director to advertise for bids and enter into a contract or contracts and/or participate in State of Ohio or federal purchasing programs for the purchase and/or lease of vehicles, equipment and completion of projects as well as the trade-in or outright sale of vehicles and equipment no longer needed for municipal purposes.

Council Member Leontis, for the Public Utilities Committee, introduced an ordinance authorizing the Utilities Director to advertise for bids and enter into a contract or contracts for lime sludge disposal services.

Council Member Leontis, for the Public Utilities Committee, introduced an ordinance authorizing the Utilities Director to accept a utility easement from David C. Maurer.

Council Member Phipps, for the Planning, Zoning and Economic Development Committee, introduced an ordinance authorizing the City Attorney to file a petition to annex approximately 40 acres of city-owned property at the southwest corner of Carter Road and East Poe Road to the City of Bowling Green, and declaring an emergency.

OFFICIAL REPORTS

Mayor Mike Aspacher thanked Public Works employees who worked diligently over the weekend to clear the City's roads from the snow and ice. He also thanked the residents for their cooperation in getting vehicles off the streets to allow for the snow plows to clear the streets. Mayor Aspacher also noted that as he has taken office this year, he has been making a point to visit every City facility across every shift to introduce himself to all the employees in an effort to thank them and gain a perspective on what exactly their jobs are and what's required of them. The Mayor noted that he has been impressed with the quality of people that are working for the City, their expertise and skill along with their commitment and dedication to what they do. He encouraged Council Members to engage with the City employees through their department heads and observe how they perform their jobs.

Municipal Administrator Lori Tretter was not present.

Planning Director Heather Saylor announced that there would be a joint meeting of the Planning Commission and City Council on Tuesday, February 11, at 6:00 p.m. at the Simpson Building. Saylor indicated that this will be an opportunity to hear from Calfee Zoning regarding the gateway zoning area around E. Wooster Street and Manville/Thurstin Avenue. Saylor also indicated that Calfee will be sharing the zoning diagnostic table which compares the zoning code to the seven principles of the land use plan. Saylor also noted that on February 11 from 12:00 noon to 2:00 p.m. at the Wood County Library there will be a public meeting regarding TMACOG's 2045 Transportation Plan. Saylor asked Council Members to save the date for the annual Interfaith Breakfast that will be held on April 21, at 7:15 a.m. at the new Veteran's Building in City Park.

Parks and Recreation Director Kristin Otley reported to Council regarding upcoming Parks and Recreation events.

City Attorney Michael Marsh had no report.

Council Member Leontis asked questions of the City Attorney regarding legislation that was recently adopted by Rossford. He asked if the 4th amendment issues have been taken care of or if they will have to be dealt with in the future. Mike Marsh responded that he is unable to respond to that until it actually happens. Marsh and Leontis discussed civil versus criminal penalties for violations to property inspections and fees involved.

Utilities Director Brian O'Connell updated Council in the upgrades at the Water Treatment Plant to the microfiltration system.

Public Works Director Brian Craft had no report.

COUNCIL COMMITTEE REPORTS

Council Member Zanfardino reported that the Community Improvement Committee held its first meeting earlier this evening to begin exploring the idea of rental licensing, registration and inspections. Zanfardino reported that as a result of the meeting, two additional meetings have been scheduled for February. One will be held Tuesday, February 4, at 5:00 p.m. and the second is scheduled for Tuesday, February 18, at 6:00 p.m. Both meetings will be held in the Council Chamber.

Council Member Robinette reported on behalf of the Finance Committee that the meeting he scheduled for February 3 has now been canceled. On behalf of the Planning, Zoning and Economic Development Committee, Robinette updated Council Members and the Administration on the CAP implementation, redevelopment update and strategy for East Wooster Street, and other Planning, Zoning and Economic Development Committee issues. Robinette distributed a copy of his report to Council Members and gave a brief summary of the report. A copy of this report is attached to and made a part of these minutes.

Council President Hollenbaugh commented that he does plan to schedule Council's annual strategic planning session for some time in early February.

READING OF LEGISLATION

Clerk read Resolution #3754 honoring Richard A. Edwards for distinguished public service and designating him Mayor Emeritus of the City of Bowling Green, Ohio, for first reading.

Council Member Herald moved, Zanfardino seconded, to suspend the rules and give Resolution #3754 its second and third reading. On roll call vote, Council Members Hollenbaugh, Leontis, Phipps, Robinette, Zanfardino, and Herald voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Resolution #3754 for second and third reading by number and title only.

Council Member Herald moved, Zanfardino seconded, to adopt Resolution #3754. On roll call vote, Council Members Leontis, Phipps, Robinette, Zanfardino, Herald, and Hollenbaugh voted yes. Council President Hollenbaugh declared motion carried, and Resolution #3754 adopted.

Clerk read Ordinance #8819 authorizing the Municipal Administrator to advertise for bids and enter into a contract or contracts for sidewalk improvements, pavement striping, deicing salt, and improving streets, alleys, and other public ways in the City of Bowling Green, Ohio, for first reading.

Clerk read Ordinance #8820 authorizing the Municipal Administrator and the Utilities Director to enter into a contract or contracts with specified vendors for work that may exceed \$50,000 annually for calendar year 2020, for first reading.

Clerk read Ordinance #8821 authorizing the Municipal Administrator and the Utilities Director to advertise for bids and enter into a contract or contracts and/or participate in State of Ohio or federal purchasing programs for the purchase and/or lease of vehicles, equipment and completion of projects as well as the trade-in or outright sale of vehicles and equipment no longer needed for municipal purposes, for first reading.

Clerk read Ordinance #8822 authorizing the Utilities Director to advertise for bids and enter into a contract or contracts for lime sludge disposal services, for first reading.

Clerk read Ordinance #8823 authorizing the Utilities Director to accept a utility easement from David C. Maurer, for first reading.

Clerk read Ordinance #8824 authorizing the City Attorney to file a petition to annex approximately 40 acres of city-owned property at the southwest corner of Carter Road and East Poe Road to the City of Bowling Green, and declaring an emergency, for first reading.

Council Member Phipps moved, Zanfardino seconded, to suspend the rules and give Ordinance #8824 its second and third reading. On roll call vote, Council Members Phipps, Robinette, Zanfardino, Herald, Hollenbaugh, and Leontis voted yes. Council President Hollenbaugh declared motion carried, and rules suspended.

Clerk read Ordinance #8824 for second and third reading by number and title only.

Council Member Phipps moved, Zanfardino seconded, to adopt the emergency clause for Ordinance #8824. On roll call vote, Council Members Robinette, Zanfardino, Herald, Hollenbaugh, Leontis, and Phipps voted yes. Council President Hollenbaugh declared motion carried, and the emergency clause adopted.

Council Member Phipps moved, Leontis seconded, to adopt Ordinance #8824. On roll call vote, Council Members Zanfardino, Herald, Hollenbaugh, Leontis, Phipps, and Robinette voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8824 adopted.

Clerk read Ordinance #8817 authorizing an agreement between the City of Bowling Green, Ohio, and the Wood County Regional Airport Authority, for second reading.

Council Member Leontis distributed some information to Council Members regarding the airport indicating that he plans to discuss it at the next meeting prior to adopting Ordinance #8817.

Clerk read Ordinance #8818 amending and adopting Section 91.18(B) of the Codified Ordinances of the City of Bowling Green, Ohio, regarding indigent burials and amending and adopting Section 35.70 regarding city fees, for second reading.

Clerk noted that there is no legislation for third reading.

Clerk noted that Ordinance #8813 amending and adopting Sections 150.03, 150.16, 150.55, 150.90, 150.92 and 150.103 of the Codified Ordinances of the City of Bowling Green, Ohio, regarding zoning code regulations comes off the table automatically.

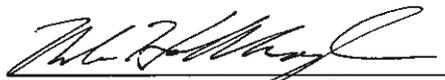
Council Member Phipps moved, Robinette seconded, to adopt Ordinance #8813. On roll call vote, Council Members Herald, Hollenbaugh, Leontis, Phipps, Robinette, and Zanfardino voted yes. Council President Hollenbaugh declared motion carried, and Ordinance #8813 adopted.

Council Member Herald moved, Zanfardino seconded, to excuse Council Member Rowland from this evening's meeting. On unanimous voice vote, Council President Hollenbaugh declared motion carried.

Council Member Herald moved, Leontis seconded, to adjourn. On unanimous voice vote, Council President Aspacher adjourned the January 21, 2020 regular meeting of the City Council at 7:53 p.m., subject to call.



Kay D. Scherrek, Clerk of Council



Mark Hollenbaugh, President of Council



**FINANCE DEPARTMENT
CITY OF BOWLING GREEN**

January 21, 2020

TO: Bowling Green City Council
FROM: Brian Bushong, Finance Director

Transfers requested for the month of January include:

Fund	Dept.	Account	Description	From	To
1010	190	92400	General, Miscellaneous, Transfer To Capital Projects	\$ 2,911.67	
4030	000	69410	Green Space Acquisition Fund, Revenue, Transfer From General		\$ 2,911.67
4030	710	92100	Green Space Acquisition Fund, Recreation Department, Transfer To General	\$ 2,225.00	
1010	000	69440	General, Revenue, Transfer From Capital Projects		\$ 2,225.00
2078	170	92300	Municipal Court Special Projects, Municipal Court, Transfer To Debt Service	\$ 7,500.00	
3025	000	69420	Debt Service, Revenue, Transfer From Special Revenue		\$ 7,500.00
4018	810	92300	Capital Improvement, Capital Improvement, Transfer To Debt Service	\$ 33,621.88	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 33,621.88
4018	810	92400	Capital Improvement, Capital Improvement, Transfer To Capital Projects	\$ 28,283.33	
4005	000	69440	Equipment Capital Reserve, Revenue, Transfer From Capital Projects		\$ 28,283.33
4029	423	92300	Street Repair, Street Repair, Transfer To Debt Service	\$ 37,824.90	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 37,824.90
1010	190	92200	General, Miscellaneous, Transfer To Special Revenue	\$ 4,320.33	
2021	000	69410	ODOT Transportation Grant (Taxi), Revenue, Transfer From General		\$ 4,320.33
4055	710	92300	Aquatic Facility Capital Improvement, Recreation Department, Transfer To Debt Service	\$ 20,764.06	
3025	000	69440	Debt Service, Revenue, Transfer From Capital Projects		\$ 20,764.06

2016	710	92300	Park, Playground and Recreation, Recreation Department, Transfer To Debt Service	\$ 19,209.90	
3025	000	69420	Debt Service, Revenue, Transfer From Special Revenue		\$ 19,209.90
2024	545	92200	Community Development, CDBG Block Grant, Transfer To Special Revenue	\$ 39,900.00	
2021	000	69420	ODOT Transportation Grant (Taxi), Revenue, Transfer From Special Revenue		\$ 39,900.00
2007	190	92100	Payroll Stabilization, Miscellaneous, Transfer To General	\$ 255,000.00	
1010	000	69420	General, Revenue, Transfer From Special Revenue		\$ 255,000.00
5111	651	92500	Electric Revenue, Administrative and General, Transfer To Enterprise	\$ 184,213.00	
5112	000	69450	Electric Capital Reserve, Revenue, Transfer From Enterprise		\$ 184,213.00
5221	651	92500	Water Revenue, Administrative and General, Transfer To Enterprise	\$ 91,772.50	
5222	000	69450	Water Capital Reserve, Revenue, Transfer From Enterprise		\$ 91,772.50
5331	651	92500	Sewer Revenue, Administrative and General, Transfer To Enterprise	\$ 42,064.00	
5332	000	69450	Sewer Capital Reserve, Revenue, Transfer From Enterprise		\$ 42,064.00
Total				\$ 769,610.57	\$ 769,610.57

From Greg Robinette
Chair, Planning, Zoning, and Economic Development Committee

Greg Robinette CAP Implementation Recommendations:

1. Ask the city administrator and the planning director to forward to the Planning Commission for study and review CAP priorities 1A, 1B, dealing with Zone Code issues, with the goal of providing to City Council recommendations for specific amendments to the city of Bowling Green Code of Ordinances and other recommendations necessary to implement CAP priorities 1A and 1B.
2. Ask the city administrator and the planning director to forward to the Planning Commission for study and review CAP priority 3E, with the goal of reviewing the Zoning Code for consistency of language regarding variances and conditional use requests, and if appropriate, providing to City Council recommendations for specific amendments to the city of Bowling Green Code of Ordinances to make the definitions and requirements for variances and conditional use requests consistent throughout the Bowling Green Code of Ordinances.
3. Ask the city administrator to work with the appropriate city department to provide to City Council a recommendation for implementing the micro-grant program outlined in CAP priority 2C.
4. Ask the city administrator and the planning director to forward to the Bicycle Commission and/or other appropriate city department CAP priority 1F, dealing with a grant application, for implementation.
5. Ask the city administrator to provide to City Council at a future meeting an explanation of the processes and requirements for Tax Increment Financing (TIF) in the event that City Council chooses to implement CAP priority 1G to fund public infrastructure improvements within the Core Development Area.
6. Ask the city administrator and the Mayor to review CAP priority 3D, dealing with a Historic Preservation Ordinance and Commission, and to provide to City Council a recommendation for its implementation. Including at a minimum the structure, mission, and target completion dates for such a commission.
7. Ask the city administrator to work with the appropriate city department to draft a plan that implements CAP priority 5D, dealing with bicycle infrastructure, and present the plan to City Council.
8. Ask the city administrator and the Parks & Recreation Director to work with the Parks & Recreation Board and any other appropriate city department to draft a plan that includes a recommendation for improvements to Carter Park in accordance with CAP priority 5H, and present the plan to City Council.
9. Ask the city administrator to review CAP priorities 2J and 4G, dealing with focused development areas near BGSU to: (1) determine if these goals will be addressed in the on-going BG City-BGSU joint project

Bowling Green City Council Meeting
April 16, 2018

From Greg Robinette
Chair, Planning, Zoning, and Economic Development Committee

- Received input from all 7 members, copies distributed
- 10 of 16 short term, 10 of 35 medium term, and 5 of 10 long term projects were identified as a focus of at least one member.
- There is some consensus: 2 CAP priorities were identified as a focus by 5 members, 6 CAP priorities were identified as a focus by 4 members, and 4 CAP priorities were identified as a focus by 3 members.
- This gives us an opportunity to move forward on implementing 12 projects immediately. Significantly, these 12 projects represent almost 20% of the 61 enumerated priorities. In each of these 12 projects, the City is sole agent or the lead partner for implementation.
- See CAP pages 1 & 5.
- I have the following 10 proposals designed to begin implementation of 12 projects for which we have council member consensus.

From Greg Robinette
Chair, Planning, Zoning, and Economic Development Committee

to develop a Land Development Strategy, and (2) if the specific projects identified in CAP priorities 2J and 4G are not addressed in the Land Development Strategy project, then prepare a recommendation for implementation that includes a structure for collaboration with BGSU and any other required stakeholders.

10. Ask the city administrator in cooperation with the appropriate city departments to draft a preliminary inspection program in accordance with the recommendation outlined in CAP priority 2A. Specifically, CAP priority 2A recommends the creation of a city-wide rental property registration program that includes a landlord self-certification process to improve rental property conditions. This program can result in improved rental property conditions without the need for potentially intrusive home inspections conducted by code enforcement staff. The program emphasizes open communication between landlords, city staff, renters, and university representatives, along with a self-certification process conducted by landlords as part of the rental registration effort. This self-certification allows the City to develop a checklist of common violations, gives landlords discretion as to whether these violations exist on the property, and provides this information to renters to help them evaluate their current or potential apartments. CAP priority 2A specifically recommends review of the program developed and implemented by a peer community in the case study on page 49 of the CAP document, and notes that peer communities have utilized similar programs to provide benefits to landlords, tenants, and all citizens in the City.

We request that the city identify the resources currently available, the resources needed to implement the program, and cost estimates for implementation.

It is understood that this is a complicated priority and that the administration's preliminary inspection program proposal may be further reviewed and amended by any or all of the Planning mechanisms available, including study and action by the Planning Commission, before reaching City Council for a vote.

Bowling Green City Council
Planning, Zoning, and Economic Development Committee Update
January 21, 2020

- I. *CAP Implementation Recommendation Update*
- II. *East Wooster Street – Strategy for Redevelopment Update &*
- III. *Planning, Zoning, and Economic Development Update*

I. **CAP Implementation Recommendation Update** (The numbers indicate the original priority as determined by City Council and as appeared in the document dated April 16, 2018, which identified 10 CAP priorities.)

Actions Completed - Recommendations Implemented

[These items will not appear in future CAP Implementation Updates]

Priority 1. CAP priorities **1B** and **1D** were included in the new Gateway District zoning district (see item II below).

Priority 3. Ask the city administrator to work with the appropriate city department to provide to City Council a recommendation for implementing the micro-grant program outlined in CAP priority **2C**.

- Micro-grant Program started.

Priority 6. Ask the city administrator and the Mayor to review CAP priority **3D**, dealing with a Historic Preservation Ordinance and Commission, and to provide to City Council a recommendation for its implementation. Including at a minimum the structure, mission, and target completion dates for such a commission.

- Ordinance creating the Historic Preservation Commission adopted; commission functioning.

Priority 8. Ask the city administrator and the Parks & Recreation Director to work with the Parks & Recreation Board and any other appropriate city department to draft a plan that includes a recommendation for improvements to Carter Park in accordance with CAP priority **5H**, and present the plan to City Council.

- Partially Implemented, partially deferred:

1) Shelter improvements moving forward.

2) Other improvements to Carter Park not in current Parks and Rec Five-Year Plan. Intent is to take a hard look at potential Carter Park improvements during the next Five-Year Plan process.

**The next Parks and Rec Five-Year Plan will be published in 2020; the next levy is in 2021. Focus groups will be formed this fall.*

***Request that the BGCC trail project we included in the discussion of priorities in the next Five-Year Plan.*

Bowling Green City Council
Planning, Zoning, and Economic Development Committee Update
January 21, 2020

- I. *CAP Implementation Recommendation Update*
- II. *East Wooster Street – Strategy for Redevelopment Update &*
- III. *Planning, Zoning, and Economic Development Update*

Implementation Tabled Indefinitely

[This item will not appear in future CAP Implementation Updates]

Priority 9B (Priority 9 was divided into 9A & 9B). Ask the city administrator to review CAP priorities **2J** and ~~4G~~, dealing with focused development areas near BGSU to: (1) determine if these goals will be addressed in the on-going BG City-BGSU joint project to develop a Land Development Strategy, and (2) if the specific projects identified in CAP priorities **2J** and ~~4G~~ are not addressed in the Land Development Strategy project, then prepare a recommendation for implementation that includes a structure for collaboration with BGSU and any other required stake-holders.

- *L. Tretter contacted BGSU to ask what if any plans BGSU has for the properties identified in **2J** and ~~4G~~. BGSU has no immediate plans for the property identified in **2J**: "Develop vacant University-owned property west of the CSX tracks between Evers Avenue and Ridge Street as well as existing parking lots between Ridge Street and Court Street."*

Implementation Started, But Not Complete:

Priority 7+4 (Priority 4 was combined with 7). Ask the city administrator to work with the appropriate city department to draft a plan that implements CAP priority **5D**, dealing with bicycle infrastructure, and present the plan to City Council. Now includes original priority 4 (CAP priority **1F**), dealing with a grant application for bicycle infrastructure on Court St.

- *During Joint Meeting of Bicycle Commission & Council Transportation and Safety Committee on 2/4/19, the Bicycle Commission agreed to prioritize their detail list of recommendations for Council's review.*

- **Next Steps:**

1) *Administration to review and develop plan to implement the Bicycle Commission's recommendations. The Bicycle Commission's 2019 recommendations will be worked into the 2020 and beyond paving plan and budget. (1/21/20 comment: need update from Administration)*

[Future reporting on this item will be from the Transportation and Safety Committee]

2) *Complete the plan and a timeline for the BGCC Trail. The administration is pursuing grants through TMACOG. (1/21/20 comment: need update from Administration)*

[Future reporting on this item will be from the Parks and Recreation Committee]

Bowling Green City Council
Planning, Zoning, and Economic Development Committee Update
January 21, 2020

- I. CAP Implementation Recommendation Update*
- II. East Wooster Street – Strategy for Redevelopment Update &*
- III. Planning, Zoning, and Economic Development Update*

To Be Incorporated In The Zoning Code Review & Update Due to Begin in 2020

Priority 1. City Council has established a goal of hiring a consultant to review and update the Zoning Code in 2020. CAP priorities **1A** and **3E** will be addressed in this Zoning Code Update.

- 1) Zoning Diagnostic Report completed and will be presented 11 February 2020.

Priority 9A (Priority 9 was divided into 9A & 9B). CAP priority **4G**: *"Possible mixed-use development including townhomes between Williams St. and Baldwin Ave. and the corner of E Wooster and State Streets and E Wooster Street and University Lane."*

- 1) Administration learned that BGSU has no plans for the area.
- 2) CAP priority **4G** has been restated as ensuring that the non-BGSU owned property in this area is zoned properly to achieve our desired outcome for use.

Implementation Pending

Priority 5. Ask the city administrator to provide to City Council at a future meeting an explanation of the processes and requirements for Tax Increment Financing (TIF) in the event that City Council chooses to implement CAP priority **1G** to fund public infrastructure improvements within the Core Development Area.

- L. Tretter has invited the Montrose Economic Development Group to make presentation to City Council to provide an overview of the TIF process on a date TBD. (1/21/20 comment: Lori is negotiating a date for the presentation)

Priority 10. Move forward on CAP priority **2A**. Specifically, CAP priority 2A recommends the creation of a city-wide rental property registration program that includes a landlord self-certification process to improve rental property conditions.

- City Council Adopted Ord 8781, which amended Sections 94.2, 152.20, 152.21, 152.24, and 152.99 of the BG Code regarding litter and nuisance conditions.

- The Finance Committee began discussion of a way to implement the CAP priority 2A recommendation to create a city-wide rental property registration program that includes a landlord self-certification process to improve rental property conditions.

- On 1/6/20, President Hollenbaugh assigned this task to the Community Improvement Committee. Future reporting on this Implementation Priority will be from the Community Improvement Committee.

[Future reporting on this item will be from the Community Improvement Committee]

Bowling Green City Council
Planning, Zoning, and Economic Development Committee Update
January 21, 2020

- I. CAP Implementation Recommendation Update*
- II. East Wooster Street – Strategy for Redevelopment Update &*
- III. Planning, Zoning, and Economic Development Update*

II. East Wooster Street – Strategy for Redevelopment Update

1. The language for the new Gateway Zoning District will be presented to City Council and the Planning Commission on 11 February 2020. This new district is at the NW corner of E. Wooster and Thurstin, and is described and recommended in the East Wooster Street – Strategy for Redevelopment document dated February 2019. In addition, **CAP priorities 1B and 1D** will be implemented as part of the creation of the Gateway Zoning District.
2. Development of the proposed Eds, Meds & Beds district must begin with an agreement between BGSU (owners of the property on E. Wooster St.) and Wood Co. Hospital. May be addressed in the BGSU Masterplan 2.0.
3. Any further discussion on the creation of the recommended Walkable Hospitality district at the Eastern end of E. Wooster St. should be deferred until the construction of the roundabout and the associated sidewalk improvements are completed.
4. For the immediate future, the issue of public art can be addressed by the BG Arts Commission. Public art can also be addressed in the new Gateway District.

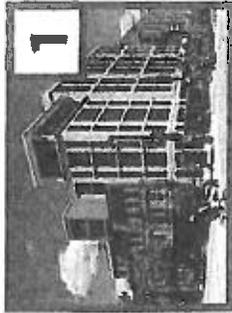
III. Other Planning, Zoning, and Economic Development Issues Updates

1. The commissioned Zoning Diagnostic Report is complete and will be presented to City Council and the Planning Commission on **11 February 2020**.
2. Council approved a Zoning Code review and update in the 2020 budget.
 - Significantly, original City Council CAP priorities 1 (CAP 1A), 2, (CAP 3E), 9A (CAP 4G) and 16 additional CAP priorities can be implemented as part of the Zoning Code Update. The 16 additional CAP priorities are highlighted in blue on the accompanying annotated list of CAP initiatives.

PREFERRED PLAN PRIORITIES

The Preferred Plan outlines overall priorities for the East Side neighborhood as well as residential areas surrounding downtown Bowling Green. The Plan reflects stakeholder and Task Force comments and feedback generated through the community engagement process, with priorities listed in order of importance.

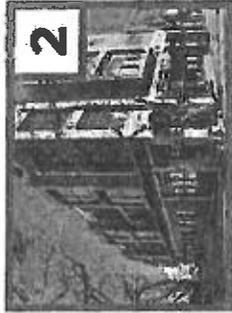
The Preferred Plan graphic is illustrative in nature and is organized around 7 Priority Areas, each with defining characteristics. Each Priority Area includes a range of public and private implementation actions which are further detailed within the relevant chapter of the CAP.



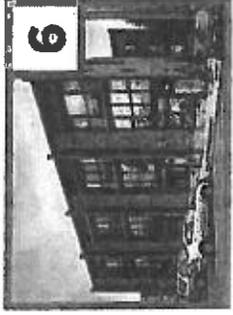
CORE DEVELOPMENT
Extends from the eastern edge of Downtown and connects to BGSU along E Wooster. The area contains several properties whose design and development could improve the walkability of the area and provide a model for contemporary mixed-use development in other parts of the City.



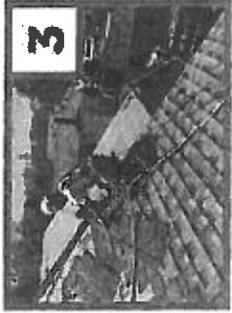
MULTI-FAMILY DEVELOPMENT
Includes the blocks immediately west of the BGSU campus and areas south of Crim Elementary and north of Carter Park. Promote medium and higher density residential development in these areas, coupled with new public investments in pedestrian and bicycle infrastructure.



TARGET REINVESTMENT
Residential sections of the northeast and southeast neighborhoods are currently showing signs of deferred maintenance and blight. The vision to improve these areas is to cater to their dominant populations, with redevelopment in the northeast focused on families, post-collegiate professionals and BGSU faculty and the southeast geared toward workforce housing.



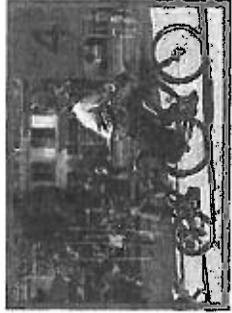
CREATIVE DISTRICT
The designation of a Creative District on either side of the CSX tracks between Enterprise and Summit Street on the west, Manville Avenue on the east, Clough Street on the north and E Napoleon Road on the south. The District is intended to promote and incubate creative businesses and entrepreneurship opportunities, especially those focused on sustainability.



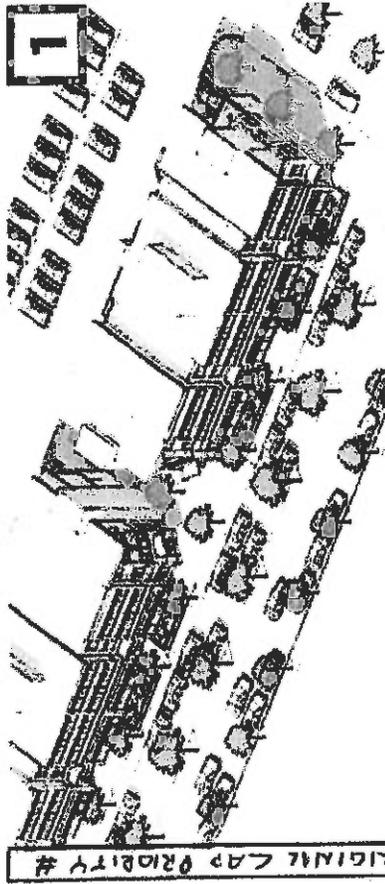
SINGLE-FAMILY REINVESTMENT
Includes the neighborhoods directly adjacent to Downtown and the blocks immediately to the north of Crim Elementary. Strategies for this priority area focus on stimulating private renovations, providing catalytic public improvements that can help stimulate reinvestment, and marketing the uniqueness of these communities to the broader region.



HIKE-BIKE TRAIL ALONG CREEK
The Hike-Bike Trail utilizes an existing creek and public right-of-way as an asset to begin to develop a recreational corridor and trail that can benefit current and future East Side residents. The Hike-Bike Trail recognizes the need for facilities that encourage active transportation as well as supporting neighborhood beautification and restoration of the natural environment.



TRANSITIONAL DEVELOPMENT
The blocks of E Wooster Street between Troup Ave and S Mercer Road have been slowly transitioning from a primarily single-family area to a mixed-use environment. Encourage continued transition into a walkable district that blends harmoniously with the institutional uses on campus and the lower intensity single-family neighborhood to the south.



CORE DEVELOPMENT

Extends from the eastern edge of Downtown and connects to BGSU along E Wooster. The area contains several properties whose design and development could improve the walkability of the area and provide a model for contemporary mixed-use development in other parts of the City

Initiatives are further detailed in the Core Development Area Chapter, beginning on PAGE 45

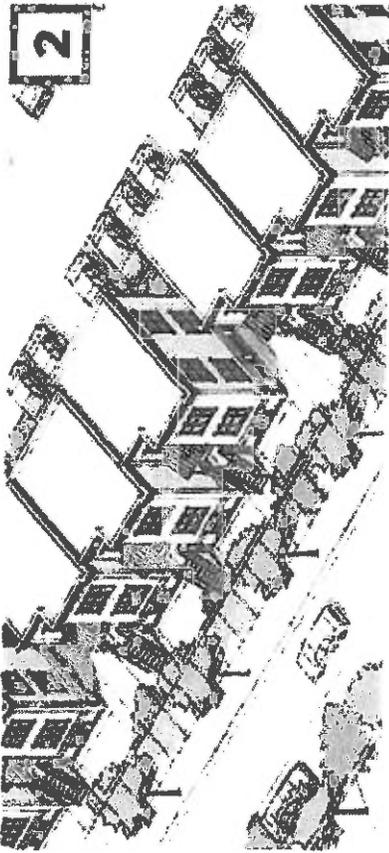
ZONING DISTRICT
COURT STREET DISTRICT

ORIGINAL CAP PRIORITY #	TIMING		EST COST	INITIATIVE	LEAD PARTNERS			
	Short: 0-3 Years	Medium: 3-6 Years			Long: 6-8 Years	City	Private	Neigh
1	Short	Low Cost	A. Establish a new core zoning district for the Core Development Area to allow for minor height increases and reduced parking requirements in comparison to the current B-5 designation.	•				X
1	Short	Low Cost	B. Rezone properties at Thurstin/Manville and E Wooster, including the municipal building site to the core zoning district	•				X
	Short	Over \$1m	C. Create a joint development agreement between the City and BGSU to facilitate the development of the southwest corner of Manville and E Wooster	•	•			
	Medium	Over \$1m	D. Establish a relocation option for the municipal utilities building and work with selected developer on implementing feasible redevelopment for the existing site	•	•			X
	Medium	\$100k - \$1m	E. Enhance Thurstin-Manville and E Wooster intersection through public streetscape improvements	•				
4	Medium	Low Cost	F. Apply for a grant for Court Street bicycle improvements through the PeopleForBikes Community Grant Program and the Ohio Local Transportation Improvement Program	•			•	
5	Medium	\$10k to \$50k	G. Consider using Tax Increment Financing (TIF) to further fund improvements within the Core Development Area	•				

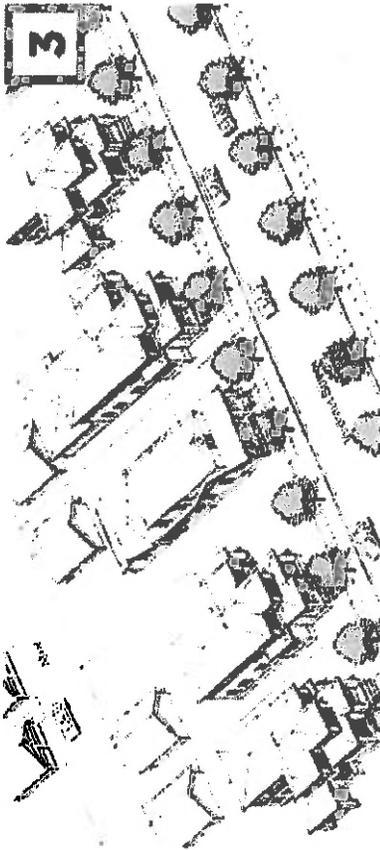
TARGET REINVESTMENT

Residential sections to the northeast and southeast of Downtown are currently showing signs of deferred maintenance and blight. The vision to improve these areas is to cater to their dominant populations, with redevelopment in the northeast focused on families, post-collegiate professionals and BGSU faculty and the southeast geared toward workforce housing.

Initiatives are further detailed in the Target Reinvestment Areas Chapter, beginning on Page X



ID	TIMING	EST COST	INITIATIVE	LEAD PARTNERS			
				City	Private	Neigh	BGSU
	Short: 0-3 Years Medium: 3-6 Years Long: 6-8 Years						
10	Short	\$10k - \$50k	A. Create a city-wide rental property registration program including a landlord self-certification process to improve rental property conditions	•	•	•	•
	Short	\$10k - \$50k	B. Facilitate the establishment of a Community Development Corporation (CDC)		•	•	
3	Short	\$10k - \$50k	C. Utilize a portion of the Community Action Plan implementation funding to implement a pilot grant program less than \$500,000 for the Target Reinvestment Area	•		•	
	Medium	Low Cost	D. Work with Wood County Habitat for Humanity to focus efforts programs and services on the Target Reinvestment Areas			•	
	Medium	\$50k - \$100k	E. Evaluate recommended potential approaches to control building use conversions through a city-wide zoning update	•			
	Medium	Low Cost	F. Encourage property owners to apply for assistance through Wood County's Community Housing Impact and Preservation Program (CHIP)			•	
	Medium	Low Cost	G. Improve landscaping requirements for new development within the R-3 zone	•			
	Medium	Low Cost	H. Rezone the area between the CSX tracks, N Summit Street, Court Street and Poe Road to R-3	•			
	Medium	Low Cost	I. Encourage the newly created CDC, or other mixed-income developers to apply for Competitive and Non-Competitive Low-Income Housing Tax Credit Program (LIHTC)		•		
9 6	Long	Over \$1m	J. Work with BGSU through a Public-Private Partnership (PPP) to develop vacant University-owned property west of the CSX tracks between Evers Avenue and Ridge Street as well as existing parking lots between Ridge Street and Court Street	•	•		•



SINGLE-FAMILY REINVESTMENT

Includes the neighborhoods directly adjacent to Downtown and the blocks immediately to the north of Crim Elementary. Strategies for this priority area focus on stimulating private renovations, providing catalytic public improvements that can help stimulate reinvestment, and marketing the uniqueness of these communities to the broader region.

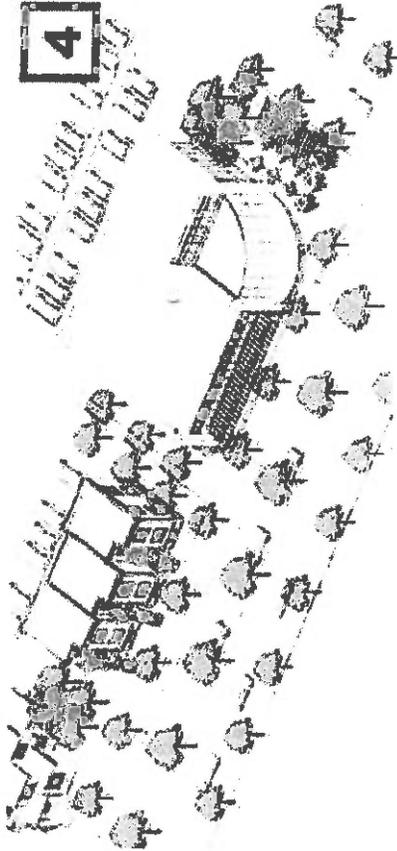
Initiatives are further detailed in the Single-Family Reinvestment Areas Chapter, beginning on Page X

TIMING	EST COST	INITIATIVE			LEAD PARTNERS			
		Short	Medium	Long	City	Private	Neigh	BGSU
		Short: 0-3 Years Medium: 3-6 Years Long: 6-8 Years						
	Low Cost	A. Encourage forming and strengthening local neighborhood groups					•	
	\$70k - \$50k	B. Establish a rehabs network program through a potential collaboration with BGSU and Habitat for Humanity					•	•
	Low Cost	C. Dedicate funding collected through the Court Street Connects project to beautify Ridge Park and support the East Side Neighborhood Association with planning and organizing an ongoing schedule of events at the Park					•	
6	\$50k - \$100k	D. Consider a Historic Preservation Ordinance and Commission, conduct a historic building inventory of the Single-Family Reinvestment Areas, and establish one or more local historic districts deemed significant to the City's cultural fabric			•			
2	\$50k - \$100k	E. Evaluate recommended potential approaches for variances and conditional use requests through a city-wide zoning update			•			
	Low Cost	F. Encourage local groups to apply for a National Endowment for the Arts - Our Town Grant or a National Association of Realtors - Placemaking Micro-Grant to help activate Ridge Park					•	
	Low Cost	G. Encourage residents to apply for the Brush with Kindness program through Habitat for Humanity					•	
	\$50k - \$100k	H. Modify the zoning code to allow accessory dwelling units (ADUs) for owner-occupied properties within the R-1 and R-2 zones to promote housing affordability and provide additional income for homeowners			•			
	Low Cost	I. Encourage local groups to apply for the Every Body Walk! Micro Grant Program					•	

4 TRANSITIONAL DEVELOPMENT

The blocks of E Wooster Street between Troup Avenue and S Mercer Road have been slowly transitioning from a primarily single-family area to a mixed-use environment. Encourage continued transition into a walkable district that blends harmoniously with both the institutional uses on campus and the lower intensity single-family neighborhood to the south.

Initiatives are further detailed in the Transitional Development Areas Chapter, beginning on Page X

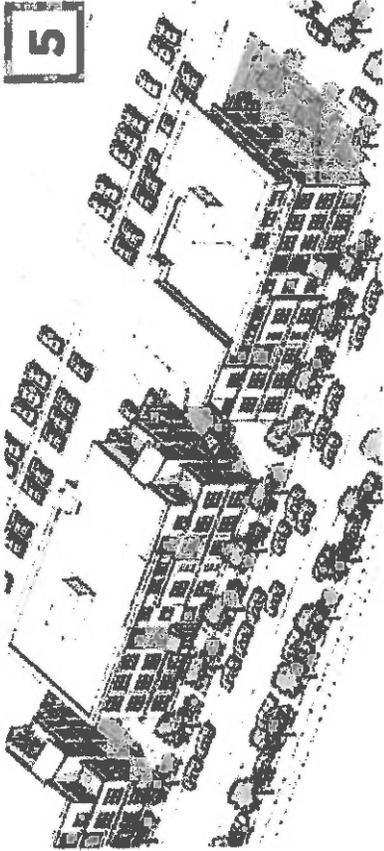


TIMING	EST COST	INITIATIVE	LEAD PARTNERS		
			City	Private	Neigh BGSU
Short: 0-3 Years Medium: 3-6 Years Long: 6-8 Years					
Short	Low Cost	A. Establish additional criteria for the site plan review process to ensure that new development meets the intent of the City's land development regulations, CAP priorities, and enhance overall character of Bowling Green	•		
Short	\$100k - \$1m	B. Work with BGSU to formalize and improve entries into campus, especially at S College Drive and Mercer Road			•
Short	Low Cost	C. Rezone the blocks between Troup Avenue and S Mercer Road, south to Cough Street to R-3 Multiple Family Residential - Moderate Density	•		
Short	\$10k - \$50k	D. Create and promote design guidelines for the Transitional Development Areas that will help ensure that new development fits within the existing neighborhood	•		
Medium	Low Cost	E. Examine whether the windmill house on University Pond is eligible to apply for historic landmark status in order to help safeguard an important neighborhood landmark	•		
Long	\$50k - \$100k	F. Work with BGSU and other property owners to create a walking trail around University Pond			•
Long	Over \$1m	G. Work with BGSU and selected developer to develop vacant University-owned property with mixed-use development including townhomes between Williams Street and Baldwin Avenue as well as the corner of E Wooster and State Streets and E Wooster Street and University Lane		•	•

Is the non-BGSU owned property zoned properly?

5

MULTI-FAMILY DEVELOPMENT



Includes the blocks immediately west of the BGSU campus and areas south of Crim Elementary and north of Carter Park. Promote medium and higher density residential development in these areas, coupled with new public investments in pedestrian and bicycle infrastructure.

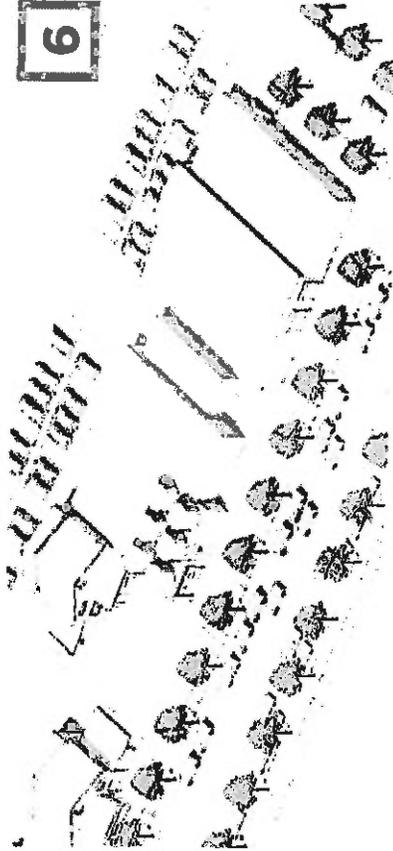
Initiatives are further detailed in the Multi-Family Development Areas Chapter, beginning on Page X

TIMING		EST COST	INITIATIVE		LEAD PARTNERS		
Short	Medium	Long	City	Private	Neigh	BGSU	
Short: 0-3 Years Medium: 3-6 Years Long: 6-8 Years							
Short	Low Cost						
Short	Low Cost						
Medium	Low Cost						
Medium	\$100k - \$1m						
Medium	\$50k - \$100k						
Medium	\$50k - \$100k						
Medium	Over \$1m						
Long	\$100k - \$1m						
Long	Over \$1m						
Long	Low Cost						

6 CREATIVE DISTRICT

The designation of a Creative District on either side of the CSX tracks between Enterprise and Summit Street on the west, Manville Avenue on the east, Clough Street on the north and E Napoleon Road on the south. The District is intended to promote and incubate creative businesses and entrepreneurship opportunities, especially those focused on sustainability.

Initiatives are further detailed in the Creative District Chapter, beginning on Page X



TIMING		COST EST		INITIATIVE		LEAD PARTNERS			
Short: 0-3 Years Medium: 3-6 Years Long: 6-8 Years						City	Private	Neigh	BGSU
Medium	\$10k - \$50k	A. Establish and define the goals of the District and recruit members to form a Creative District Alliance							
Medium	\$10k - \$50k	B. Identify dedicated, multi-year funding streams to support an annual operating budget							
Medium	\$10k - \$50k	C. Encourage the Creative District Alliance to work with the City to develop a creative zoning district that would allow a broader mix of uses to help cultivate creative production and consumption							X
Medium	\$10k - \$50k	D. Establish a tool-sharing program through collaboration with BGSU to assist emerging artists and makers who lack the means to buy expensive tools							
Medium	\$10k - \$50k	E. Develop supplemental live/work and creative production design guidelines as a resource to inform design and construction of projects geared towards artisanal production							
Medium	\$50k - \$100k	F. Develop a comprehensive and targeted marketing strategy to attract allied stakeholder groups that will play critical roles in realizing the vision for the District							
Medium	\$100k - \$1m	G. Encourage Creative District leadership to implement policy and financial incentives that make the District more attractive as a place to live and work for creative professionals							
Long	Over \$1m	H. Visually distinguish the Creative District by demonstrating its identity through a variety of streetscape elements and public realm improvements							
Long	Over \$1m	I. Explore opportunities for new uses including a kitchen incubator, greenhouses and artist spaces in the Creative District							



HIKE-BIKE TRAIL ALONG CREEK

The Hike-Bike Trail utilizes an existing creek and public right-of-way as an asset to begin to develop a recreational corridor and trail that can benefit current and future East Side residents. The Hike-Bike Trail recognizes the need for facilities that encourage active transportation and support neighborhood beautification and restoration of the natural environment.

Initiatives are further detailed in the Hike-Bike Trail Along Creek Chapter, beginning on Page X

TIMING		EST COST		INITIATIVE		LEAD PARTNERS			
Short: 0-3 Years		Medium: 3-6 Years		Long: 6-8 Years		City	Private	Neigh	BGSU
Short	Low Cost	A. Organize a committee of the East Side Neighborhood Association and "friends of the trail" volunteer team to help clean, maintain, and promote the future corridor						•	
Medium	\$10k - \$50k	B. Develop a Phase 1 detailed design that utilizes public right-of-way to connect Mercer Road to Crim Elementary School				•			
Medium	Low Cost	C. Apply for grants through the Clean Ohio Green Space Conservation Program, the Ohio Recreational Trails Program, the Clean Ohio Trails Fund and the PeopleForBikes Community Grant Program				•		•	
Medium	\$100k - \$1m	D. Implement and construct Phase 1, including the trail surface, landscaping, seating, signage, and lighting				•			
Medium	\$100k - \$1m	E. To support future phases, acquire easements along the east side of the vacant property south of State Street, between Amherst Village Apartments and Ivywood Apartments running north to E. Wooster Street, east of Scott Hamilton Drive and from from Briarwood Drive to E Napoleon Road				•			
Medium	\$10k - \$50k	F. Develop a Phase 2 detailed design that utilizes this newly-acquired right-of-way to connect the segment between Scott Hamilton Avenue and Briarwood Drive and to connect the creek segment to the BGSU Campus and Carter Park				•			
Medium	\$100k - \$1m	G. Implement and construct Phase 2				•			
Long	\$10k - \$50k	H. Develop a Phase 3 detailed design that includes bicycle infrastructure on Scott Hamilton Avenue between Crim Elementary and Manville Avenue, as well as an extension of the trail between Briarwood Drive and E Napoleon Road.				•			
Long	\$100k - \$1m	I. Implement and construct Phase 3				•			