

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY PLANNING COMMISSION CHAIR, JAMES DAVIES, ON APRIL 9, 2024, AT 9:02 A.M. IN THE TRUMBULL COUNTY PLANNING CONFERENCE ROOM

---

I. ROLL CALL

Roll Call was taken as follows:

Mr. David Barran	Excused
Mr. Mauro Cantalamessa	Excused
Mr. James Davies	Present
Mr. James DiCenso	Excused
Ms. Niki Frenchko	Excused
Alternate: Melissa Phillips	Present
Mr. Denny Malloy	Excused
Mrs. Melissa Miller	Excused
Mr. Bob Moody	Present
Ms. Rachel Nader	Present
Mr. Phillip Pegg	Present
Mrs. Darlene St. George	Present

Trumbull County Planning Commission Staff: Julie Green, Director; Nic Coggins, Assistant Director; Andrew Cvetkovich, Danette Manusakis, Emily Moran.

Also in attendance: Fred Hanley, Former Hubbard Township Trustee and Something Good Initiative Honoree, Rick Hernandez, Hubbard Township Trustee, Shannon Devitz, Brookfield Township Trustee

---

II. APPROVAL OF AGENDA

III. APPROVAL OF PLANNING COMMISSION MINUTES

IV. APPROVAL OF EXPENSES

V. COMMUNICATIONS

VI. DIRECTOR'S REPORT

VII. REPORTS OF COMMITTEES

VIII. PUBLIC REMARKS

IX. RESOLUTIONS FOR ADOPTION

X. OTHER BUSINESS/UPDATES

XI. ADJOURNMENT

---

**II. APPROVAL OF AGENDA**

Mrs. St. George made a motion to amend the agenda for April 9, 2024, to move the A. Something Good Initiative under X. Other Business/Updates to the beginning of the meeting; seconded by Mr. Moody. The motion was carried.

Mr. Pegg made a motion to approve the agenda dated April 9, 2024; seconded by Mrs. Phillips. The motion was carried.

**X. OTHER BUSINESS/UPDATES**

- B. The Something Good Initiative Award was presented to Fred Handley, former Hubbard Township Trustee, for his contribution and service to the residents of Hubbard Township and Trumbull County, Ohio.

**III. APPROVAL OF PLANNING COMMISSION MINUTES**

- A. Regular Meeting – March 12, 2024

Mrs. St. George made a motion to approve the Planning Commission regular meeting minutes of March 12, 2024; seconded by Mr. Moody. The motion was carried.

**IV. FINANCIAL REPORT**

Mr. Moody made a motion to approve the financial report dated as of March 31, 2024; seconded by Mr. Pegg. The motion was carried.

**V. COMMUNICATIONS**

The Planning Commission received a Special “Thank You” from the Warren Township Board of Trustees for all our hard work, time and kindness extended to them in the last year. We also received many good reviews on our new 2024 Official’s Directory that was released on April 1, 2024. You can find this on our website or the Commissioner’s website.

**VI. DIRECTOR’ S REPORT**

The Director’s Report was sent out to the members prior to this meeting for review.

Nic Coggins started discussing the Community Housing Impact and Preservation Program (CHIP) PY2021 stating that this program has been completed and we are now looking at applying for a new CHIP PY2024 grant to start new projects. He said there are small movements on some of the other projects but nothing major to report.

**VI. DIRECTOR' S REPORT, Continued:**

Nic Coggins spent most of the month working on Economic Development projects. The Tax Incentive Review Council was a lot of work leading up to getting everything passed and wrapped up by March 31. Simultaneously, we also had our first Transportation Improvement District Application which opened March 1 and closed March 20.

Kim Vaughn was not available and excused from the meeting. She had reported in the director's report that there were 18 plats and zoning applications this month and we ended up with 2 Replats and 1 Zoning Text Amendment that were discussed and voted on at the Plats and Zoning Committee meeting. These resolutions were voted on today.

Andrew Cvetkovich reported that he issued 2 permits in March, one for Dominion Energy and the other for the Champion meter pit. He stated that he also had two Floodplain

Inquiries: one that involved two adjacent parcels off North Road in Southington and the other on Salt Springs Road in Weathersfield. They both resulted in no special floodplain hazards and in turn response letters were sent to the applicants. He also touched on the FEMA audits stating that all the information has been gathered for the elevation certificates, structural surveys and the appraisals; however, ms consultants, inc. is working with ODNR to obtain the most recent modeling data for Young's Run.

Emily Moran reported that her and Julie were still working on the income survey for Crain Drive in Weathersfield, they still have 5 households to review but it is likely that we will not get the 51% of households needed to apply for funding. Julie added that the Sanitary Engineers were working on something that may help fund these households. On the other hand, with the Heaton Chute project, 25 households have qualified, and we have awarded the project to 4 contractors of which 2 have already started. Lastly, she reported that she is currently working on the needed documentation to bid out the Howland Scope Center Project.

Lastly, Julie reviewed the 2024 Work Program milestone chart with the members present, which details deadlines and percentages of projects' progress towards completion.

Mrs. St. George made a motion to approve the Director's Report of April 9, 2024; seconded by Mr. Moody. The motion was carried.

**VII. REPORTS OF COMMITTEES**

**A. Plats and Zoning Committee Meeting**

Mr. Moody made a motion to approve the minutes of the Plats and Zoning Committee meeting of April 2, 2024; seconded by Mr. Pegg. The motion was carried.

**VIII. PUBLIC REMARKS**

There were no public comments at this meeting.

**IX. RESOLUTIONS FOR ADOPTION**

**A. Plats and Zoning Committee Resolutions**

Mr. Pegg made a motion to approve Resolution No. 4-2024-17; seconded by Mr. Moody.  
Roll Call followed:

Mr. Davies	Yes
Mrs. Phillips	Yes
Mr. Moody	Yes
Ms. Nader	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

**IX. RESOLUTIONS FOR ADOPTION, Continued:**

The motion was carried.

Mr. Moody made a motion to approve Resolution No. 4-2024-18; seconded by Ms. Nader.  
Roll Call followed:

Mr. Davies	Yes
Mrs. Phillips	Yes
Mr. Moody	Yes
Ms. Nader	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

Mr. Moody made a motion to approve Resolution No. 4-2024-19; seconded by Mr. Pegg.  
Roll Call followed:

Mr. Davies	Yes
Mrs. Phillips	Yes
Mr. Moody	Yes
Ms. Nader	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

**IX. RESOLUTIONS FOR ADOPTION, Continued:**

B. Something Good Initiative Resolution

Mrs. St. George made a motion to approve Resolution No. 4-2024-20; seconded by Mr. Moody for recognition of the Something Good Award to Fred Hanley. Roll Call followed:

Mr. Davies	Yes
Mrs. Phillips	Yes
Mr. Moody	Yes
Ms. Nader	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

**X. OTHER BUSINESS/UPDATES**

- A. Something Good Initiative – Recognition of Fred Hanley, (This was Presented at the beginning of the meeting)

**XI. ADJOURNMENT**

There being no further business, Mr. Moody made a motion to adjourn; seconded by Mr. Pegg. The motion was carried. The meeting was adjourned at 9:40 a.m.

The next Planning Commission meeting is scheduled for **May 14, 2024, at 9:00 a.m.** in the Planning Commission Conference Room, 185 E. Market Street in Warren.

Signed



James Davies, Chairperson  
Trumbull County Planning Commission

Date

5-14-24

dm