

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE CHAIRMAN, LEWIS KOSTOFF, ON DECEMBER 13, 2016, AT 9:19 A.M. IN THE TRUMBULL COUNTY PLANNING CONFERENCE ROOM.

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Roll Call was taken as follows:

Mr. David Barran	Present
Mr. Jeff Brown	Absent
Mr. Mauro Cantalamessa	Present
Mr. Frank Fuda	Present
Mr. Lewis Kostoff	Present
Mr. John Mahan	Present
Mr. Richard Musick	Present
Mr. Daniel Polivka	Absent
Mr. James Shader	Present
Mr. John Sliwinski	Absent

Trumbull County Planning Commission Staff:

Trish Nuskievicz, Director	Rich Fender
Shane Burkholder	Mitzi Sabella
Nick Coggins, arrived at 9:35 a.m.*	Cheryl Wood
Julie Edwards, arrived at 9:30 a.m.*	

\*Due to prior commitment

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- I. APPROVAL OF AGENDA
  - II. APPROVAL OF PLANNING COMMISSION MINUTES
  - III. APPROVAL OF EXPENSES
  - IV. COMMUNICATIONS
  - V. DIRECTOR'S REPORT
  - VI. REPORTS OF COMMITTEES
  - VII. RESOLUTIONS FOR ADOPTION
  - VIII. OTHER BUSINESS
  - IX. ADJOURNMENT

**I. APPROVAL OF AGENDA**

Mr. Mahan made a motion to approve the agenda dated December 13, 2016; seconded by Mr. Shader. The motion carried.

**II. APPROVAL OF PLANNING COMMISSION MINUTES**

Mr. Mahan made a motion and seconded by Mr. Barran to approve the Planning Commission minutes of the November 8, 2016, Board meeting. The motion carried.

**III. FINANCIAL REPORT**

Mr. Mahan made a motion to approve the financial report dated as of November 30, 2016; seconded by Mr. Musick. The motion carried.

**IV. COMMUNICATIONS**

There were no communications to review at this meeting.

**V. DIRECTOR'S REPORT**

Trish Nuskievicz reviewed the Director's Report calling attention to the following:

A. Outreach and Meetings

Ms. Nuskievicz reported to the Planning Commission members present on the various meetings that the staff has attended during the last month.

B. City of Warren Design Guidelines Update

Ms. Nuskievicz stated that the staff is currently working with the City of Warren to update the city's Design Guidelines. She said that these guidelines help to protect and enhance Warren's historic and architectural resources.

C. City of Warren Comprehensive Plan Update & Zoning Review with Recommendations

Ms. Nuskievicz said that the Inventory Section of the plan will be compiled over the next several months. She said that GIS mapping has been completed for the Natural Environment Section and is underway for the Transportation and Land Use Sections.

**V. DIRECTOR'S REPORT - Continued:**

D. City of Warren Safe Routes to School

Cheryl Wood reported that the staff is working with the City of Warren and Warren City School District to develop a Travel Plan for the Ohio Department of Transportation's Safe Routes to School Program (SRTS).

E. Economic Development Activities

Ms. Nuskievicz reported that the Planning Commission continues to work with Economic Development partner organizations on a regular basis. She said that the staff responds to inquiries made regarding available buildings and sites for lease or purchase in Trumbull County.

F. Floodplain Administration

Ms. Nuskievicz reported on the floodplain activities at the Planning Commission for November, 2016. She stated that she reviewed one permit application in Weathersfield Township and created seven flood maps for areas in Vienna, Bazetta, Howland and Mesopotamia Townships.

Mr. Musick made a motion to accept the Director's Report of December 13, 2016; seconded by Mr. Mahan. The motion carried.

**VI. REPORTS OF COMMITTEES**

A. Plats and Zoning Committee - Lewis Kostoff, Chairman

Copies of the Plats and Zoning Committee Report of December 6, 2016, were included in the Board Members' books for review. Mr. Shader made a motion to accept the December 6, 2016, Plats and Zoning Committee Report; seconded by Mr. Mahan. The motion carried.

**VII. RESOLUTIONS FOR ADOPTION**

A. Plats and Zoning Committee Resolutions

Mr. Mahan made a motion and seconded by Mr. Fuda to adopt Resolution Nos. 12-2016-69, 12-2016-70, 12-2016-71, 12-2016-72, 12-2016-73, 12-2016-74 and 12-2016-75. The motion carried.

**VIII. OTHER BUSINESS**

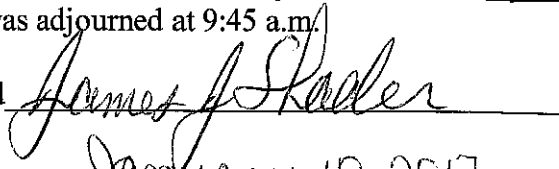
A. Election of Officers

Mr. Mahan made a motion to place Lewis Kostoff's name into nomination and elect as Chairman and James Shader's name into nomination and elect as Vice Chairman of the Trumbull County Planning Commission. The motion was seconded by Mr. Fuda and carried.

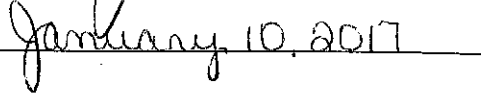
**IX. ADJOURNMENT**

There being no further business, Mr. Fuda made a motion to adjourn; seconded by Mr. Mahan. The motion carried. The meeting was adjourned at 9:45 a.m.

Signed



Date



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