

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE CHAIRMAN, LEWIS KOSTOFF, ON FEBRUARY 10, 2015, AT 9:00 A.M. IN THE TRUMBULL COUNTY PLANNING CONFERENCE ROOM.

Roll Call was taken as follows:

Mr. Brown	Present
Mr. Cantalamessa	Absent
Mr. Fuda	Present
Mr. Henn	Absent
Mr. Kostoff	Present
Mr. Mahan	Absent
Mr. Musick	Present
Mr. Polivka	Present
Mr. Shader	Present
Mr. Sliwinski	Present
Mr. Wright	Present

Trumbull County Planning Commission Staff:

Trish Nuskievicz, Executive Director	Mitzi Sabella
Jon Baughman	Mark Zigmont
Julie Edwards	
Anthony Kobak	

-
- 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. Brown made a motion to approve the agenda dated February 10, 2015; seconded by Mr. Musick. The motion carried.

II. APPROVAL OF PLANNING COMMISSION MINUTES

Mr. Musick made a motion and seconded by Mr. Brown to approve the Planning Commission minutes of the January 13, 2015, Board meeting. The motion carried.

III. FINANCIAL REPORT

Mr. Shader made a motion to approve the financial report dated as of January 31, 2015; seconded by Mr. Fuda. The motion carried.

IV. COMMUNICATIONS

No communications were reviewed at the meeting.

V. DIRECTOR'S REPORT

Prior to reviewing the Director's Report, Trish Nuskievicz distributed copies of the 2014 State of the Planning Commission Report to the members present.

Trish Nuskievicz then 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. Champion Township Comprehensive Plan Update

Mr. Kobak reported that a workshop was held on January 13, 2015, to review the final draft comprehensive plan for Champion Township. He stated that the new schedule for the public comprehensive plan meeting will take place sometime in March, and the final plan adoption will take place no later than May.

V. DIRECTOR'S REPORT – Continued

C. Farmington Township Comprehensive Plan

Mr. Kobak stated that the staff has prepared a community survey for Farmington Township. He explained that this is one of the public engagement techniques used by the Planning Commission in the planning process. He said that the survey will remain open for two months and close on March 27, 2015.

D. Plats and Zoning Activities

Ms. Nuskievicz stated that the staff provides community planning and zoning assistance to the unincorporated areas of the county including the administration of the Trumbull County Subdivision Regulations; subdivision of land information and processing; site plan reviews and recommendations; zoning text and map amendment reviews and recommendations; and zoning techniques and recommendations.

E. PY 2015 Community Housing and Impact Preservation (CHIP) Grant

Julie Edwards stated that she is in the process of applying for a PY2015 CHIP grant. She said that the amount of the grant is \$250,000 and is due May 31, 2015. She stated that the Office of Community Development (OCD) expects to fund approximately 35 to 37 applicants as opposed to the 40 that were funded in 2014 due to budget cuts. Julie Edwards then reviewed several major changes to the CHIP Grant that includes: an on-line application process, partnerships, eligible activities, Residential Rehabilitation Standards (RRS), and program income.

Mr. Polivka made a motion to accept the Director's Report of February 10, 2015; seconded by Mr. Fuda. The motion carried.

VI. REPORTS OF COMMITTEES

A. Plats and Zoning Committee - Lewis Kostoff, Chairman

Copies of the Plats and Zoning Committee Report of February 3, 2015, were included in the Board Members' books for review. Mr. Shader made a motion to accept the February 3, 2015, Plats and Zoning Committee Report; seconded by Mr. Brown. The motion carried.

Trumbull County Planning Commission
Minutes of February 10, 2015
Page 4 of 4

At 9:35 a.m. Mr. Polivka made a motion to go into Executive Session to discuss personnel matters; seconded by Mr. Fuda. The motion carried. The Board invited Ms. Nuskievicz to stay.

At 9:45 a.m. the Board came out of Executive Session and continued with the Reports of Committees.

VI. REPORTS OF COMMITTEES – Continued:

B. Personnel Committee - Daniel Polivka, Chairman

Copies of Personnel Committee report of February 3, 2015, were included in the Board members' books for review. Mr. Polivka made a motion to accept the February 3, 2015, Personnel Committee Report; seconded by Mr. Fuda. The motion carried.

VII. RESOLUTIONS FOR ADOPTION

A. Plats and Zoning Committee Resolutions

Mr. Brown made a motion and seconded by Mr. Polivka to adopt Resolution Nos. 2-2015-6, 2-2015-7, 2-2015-8, and 2-2015-9. The motion carried.

B. Personnel Committee Resolutions

Mr. Shader made a motion and seconded by Mr. Polivka to adopt Resolution Nos. 2-2015-10, 2-2015-11, 2-2015-12 and 2-2015-13. The motion carried.

VIII. OTHER BUSINESS

Mr. Shader made a motion to approve entering into a contract with Girard City to prepare the Girard City Comprehensive Plan at a cost of \$49,500; seconded by Mr. Fuda. The motion carried.

IX. ADJOURNMENT

There being no further business, Mr. Fuda made a motion to adjourn; seconded by Mr. Polivka. The motion carried. The meeting was adjourned at 9:50 a.m.

Signed *Leann Kostoff*

Date March 10, 2015