

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE CHAIRMAN, LEWIS KOSTOFF, ON JULY 12, 2016, AT 9:00 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	Present
Mr. Mauro Cantalamessa	Absent
Mr. Frank Fuda	Present (left at 9:22 a.m. due to a prior commitment)
Mr. Lewis Kostoff	Present
Mr. John Mahan	Absent
Mr. Richard Musick	Present
Mr. Daniel Polivka	Absent
Mr. James Shader	Present
Mr. John Sliwinski	Present
Mr. Lawrence Wright	Absent

Trumbull County Planning Commission Staff:

Trish Nuskievicz, Director	Anthony Kobak
Jonathan Baughman	Mitzi Sabella
Julie Edwards	Cheryl Wood
Rich Fender	

Also in attendance: Michael Wohlwend, Wohlwend Engineering Group and Mesopotamia Township Trustee, David Brazofsky (D-2016-3)

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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. Musick made a motion to approve the agenda dated July 12, 2016; seconded by Mr. Shader. The motion carried.

**II. APPROVAL OF PLANNING COMMISSION MINUTES**

Mr. Shader made a motion and seconded by Mr. Fuda to approve the Planning Commission minutes of the June 14, 2016, Board meeting. The motion carried.

**III. FINANCIAL REPORT**

Mr. Brown made a motion to approve the financial report dated as of June 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.

Cheryl Wood reported that she attended on June 30, 2016, a public open house in Ravenna for a potential Continental United States (CONUS) Interceptor Site (CIS). Mr. Fuda stated that all area officials should be sending in letters of support for this project.

**B. Hubbard Township Comprehensive Plan Update**

Anthony Kobak reported that the staff has finalized the community vision with comments from the Hubbard Township Trustees and the Comprehensive Plan Committee (CPC). He also stated that the staff will continue to analyze the inventory data, draft the plan section of the comprehensive planning document and do fieldwork as needed.

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

C. Plats and Zoning Activities

Jon Baughman reported that fees collected in June totaled \$270 for the review of nine deeds and three plats. He also reported that his office has worked on consultation services to landowners, coordinated cross-agency reviews, prepared maps and worked on various comprehensive plans.

Trish Nuskievicz also reported to the members that included in the Director's Report is a description of a Variance as stated in the Trumbull County Subdivision Regulations – Section 203.

D. U.S. EPA Brownfield Assessment Grant

Julie Edwards reported that the staff applied for and was accepted to speak at the Ohio Economic Development Association's (OEDA) Annual Summit in October, 2016, in Columbus. She said that the staff will speak on using the Arts as a way to leverage new advocates for Economic Development.

Mr. Brown made a motion to accept the Director's Report of July 12, 2016; seconded by Mr. Fuda. The motion carried.

Mr. Fuda left the meeting at 9:22 a.m. due to a prior commitment.

**VI. REPORTS OF COMMITTEES**

A. Plats and Zoning Committee - Lewis Kostoff, Chairman

Copies of the Plats and Zoning Committee Report of July 5, 2016, were included in the Board Members' books for review. Mr. Shader made a motion to accept the July 5, 2016, Plats and Zoning Committee Report; seconded by Mr. Brown. The motion carried.

**VII. RESOLUTIONS FOR ADOPTION**

A. Plats and Zoning Committee Resolutions

Mr. Brown made a motion and seconded by Mr. Barran to adopt Resolution Nos. 7-2016-31, 7-2016-32, 7-2016-33, and 7-2016-34. The motion carried.

B. Plats and Zoning Committee Resolutions, continued:

Mr. Shader made a motion and seconded by Mr. Brown to adopt Resolution No. 7-2016-30; discussion followed. Mr. Michael Wohlwend of Wohlwend Engineering Group and Mesopotamia Township Trustee, David Brazofsky, were in attendance to discuss case no. D-2016-3 entitled Double B Properties, LLC Deed in Mesopotamia Township with a requested variance from the buffer requirement of the Trumbull County Subdivision Regulations. Mr. Wohlwend explained that there is no other way to lay out the development in order to meet the Subdivision Regulations. Mr. Wohlwend explained that Dollar General is willing to put in a landscaped mound and trees, but Mr. Brown explained that this will not solve the problem of not having enough area for the 100-foot buffer requirement. Mr. Wohlwend stated that he needs the variance in order to proceed with the project. Mr. Brazofsky stated that the Mesopotamia Township Trustees are requesting that the Planning Commission grant the variance because the township could use the employment and tax dollars.

After discussion of this case, Mr. Shader called for a question on the motion; seconded by Mr. Brown. The motion carried. Discussion then stopped on Resolution No. 7-2016-30.

Mr. Kostoff then called for a vote on the motion made by Mr. Shader and seconded by Mr. Brown to adopt Resolution No. 7-2016-30, and the motion carried.

**VIII. OTHER BUSINESS**

Ms. Nuskievicz stated that prior to the beginning of the meeting, Larry Wright came to her office and gave his letter of resignation as a member of the Planning Commission. She stated that Mr. Wright wishes a successful future for the Planning Commission, staff and Trumbull County. She said that she will forward the letter to the Trumbull County Commissioners for acceptance.

**IX. ADJOURNMENT**

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

Signed *Seamus Kostoff*

Date August 9, 2016