

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE CHAIRMAN, LEWIS KOSTOFF, ON JUNE 13, 2017, AT 9 A.M. IN THE TRUMBULL COUNTY PLANNING CONFERENCE ROOM.

Roll Call was taken as follows:

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

Trumbull County Planning Commission Staff:

Shane Burkholder	Rich Fender
Christine Clementi	Trish Nuskiewicz, Director
Nicholas Coggins	Cheryl Wood

Also in attendance: Stephen Papalas, County Engineer's Office, and Sara Lown, Port Authority

- 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 June 13, 2017; seconded by Mr. Shader. The motion carried.

II. APPROVAL OF PLANNING COMMISSION MINUTES

Mr. Mahan made a motion to approve the Planning Commission minutes of the May 9, 2017, Board meeting; seconded by Mr. Brown. The motion carried.

III. FINANCIAL REPORT

Mr. Shader made a motion to approve the financial report dated as of May 31, 2017, seconded by Mr. Musick. The motion carried.

IV. COMMUNICATION

A. Letter from Christine Clementi – dated May 22, 2017

The Planning Commission reviewed the above-mentioned letter from Christine Clementi stating that she is retiring at the end of the day on July 28, 2017. Motion made by Mr. Mahan and seconded by Mr. Shader to accept with reluctance letter of retirement from Christine Clementi effective at the end of the day July 28, 2017. Motion carried.

V. DIRECTOR'S REPORT

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

A. Brookfield Township Existing Land Use, Future Land Use and Proposed Zoning Maps

Trish Nuskievicz reported that the staff finalized work on a contract with Brookfield Township for the above-mentioned maps and also reviewed the Brookfield Township Comprehensive Plan so the zoning issue could be placed on the ballot in November.

B. Trumbull County Subdivision Regulations' Review and Amendments

Ms. Nuskievicz reported that the staff is in the process of reviewing updates to the Trumbull County Subdivision Regulations and once this review is complete, will be initiating the amendment process with input from various county offices, surveyors, and title companies.

V. **DIRECTOR'S REPORT**, continued

C. 2020 Census Local Update of Census Addresses Operation

Ms. Nuskievicz stated that the staff is assisting the U.S. Census Bureau with the residential address list for the 2020 Census. Ms. Nuskievicz also stated that it is important to participate and help ensure an accurate decennial census count for communities to help them receive funding from federal agencies for state and local government services and programs and plan for the future.

Mr. Mahan made a motion to approve the Director's Report of June 13, 2017, seconded by Mr. Brown. The motion carried.

VI. **REPORTS OF COMMITTEES**

A. Plats and Zoning Committee - Lewis Kostoff, Chairman

Copies of the Plats and Zoning Committee Report of June 6, 2017, were included in the Board Members' books for review. Mr. Shader made a motion to accept the June 6, 2017, 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 to approve resolution nos. 6-2017-25, 6-2017-26, and 6-2017-27; seconded by Mr. Mahan. The motion carried.

VIII. **OTHER BUSINESS**

A. Approval of the Brookfield Township Comprehensive Plan

Mr. Shader made a motion to approve the Brookfield Township Comprehensive Plan, seconded by Mr. Mahan. Motion carried.

VIII. OTHER BUSINESS, continued

B. Trumbull County Subdivision Regulations

1. Bonds

The Planning Commission reviewed communications from Atty. Curtis J. Ambrosy; William Danso, Trumbull County Assistant Prosecuting Attorney; and Trish Nuskiewicz, Planning Commission Director concerning performance and maintenance bonds for the Sudheendra Family Limited Partnership. The Planning Commission Director responded to Atty. Ambrosy and Asst. Prosecutor Danso by sending scans of documents from the file to them both and welcomed anyone to review the file. The Planning Commission Director noted that the file has always been open and available for review by the County Engineer's Office and anyone else for that matter. She stated that the Planning Commission is in frequent communication with the Engineer's Office, so she is not sure why the County Engineer's Office didn't just come over and copy whatever information they needed instead of involving outside council.

The Planning Commission requested the Commissioners to find out where the bond is, since the Commissioners are the bondholder; and request a response to any further letters on this matter come from the Prosecutor's Office on behalf of the Commissioners and the Planning Commission. The Planning Commission instructed the Director to send any future correspondence regarding this issue to the Trumbull County Prosecutor's Office.

2. Roadway monumentation, engineering or surveying

The Planning Commission reviewed a letter from the Trumbull County Commissioners regarding Kline's Farm Development and roadway monumentation, engineering or surveying. Chairman Kostoff clarified that the Ohio Administrative Code requires a specific number of monuments. The Trumbull County Subdivision Regulations require monument boxes per the County Engineer's request, which has tied the Planning Commission's hands. It was also noted that the definition of a variance per Ohio Revised Code and Subdivision Regulations would not allow a variance in this particular situation. There is an Ohio Attorney General's Opinion that does not allow planning commissions to give a variance on construction requirements. Ms. Nuskiewicz stated that the staff is in the process of amending the Trumbull County Subdivisions to remove anything that would require the Planning Commission to enforce other agencies' regulations.

VIII. OTHER BUSINESS, continued

C. Planning Commission

The Director stated she is being approached and called by many people (even in the evenings) informing her that a certain individual is approaching different agencies and giving false information about the capabilities of the Planning Commission and encouraging other agencies to take over as many Planning Commission programs as they can. After discussion, the Director agreed to speak with a Commissioner about the details to see if there is a way to get this person to refrain from this negative behavior.

D. Moment of Silence

The Planning Commission observed a moment of silence in honor of board member John Sliwinski who passed away on May 31, 2017.

IX. ADJOURNMENT

There being no further business, Mrs. St. George made a motion to adjourn; seconded by Mr. Shader. The motion carried. The meeting was adjourned at 10:20 a.m.

Signed _____

Date 7-11-2017

etc