

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE CHAIRMAN, LEWIS KOSTOFF, ON MARCH 16, 2017, AT 9:04 A.M. IN THE TRUMBULL COUNTY PLANNING CONFERENCE ROOM.

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	Absent
Mr. Daniel Polivka	Absent
Mrs. Darlene St. George	Present
Mr. James Shader	Present
Mr. John Sliwinski	Absent

Trumbull County Planning Commission Staff:

Trish Nuskievicz, Director	Rich Fender
Shane Burkholder	Mitzi Sabella
Nick Coggins	Cheryl Wood
Julie Edwards	

Also in attendance: Donald Cutrer, Greenleaf Development, (P-2017-3, Replat of Howland Terrace Residential Plat No. 1 – Lots 7, 9 and 11 As Replatted, Howland Township)

- 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 March 16, 2017; seconded by Mr. Fuda. 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 February 14, 2017, Board meeting. The motion carried.

III. FINANCIAL REPORT

Mr. Mahan made a motion to approve the financial report dated as of February 28, 2017; seconded by Mr. Shader. The motion carried.

IV. COMMUNICATIONS

A. Letter from Julie Edwards dated March 1, 2017

The board reviewed a letter addressed to Trish Nuskievicz from Julie Edwards in which she states her resignation as Economic Development Coordinator at the Trumbull County Planning Commission with her last day on April 13, 2017. Mr. Mahan made a motion to accept Julie Edward's letter of resignation effective April 13, 2017; seconded by Mr. Mahan. The motion carried.

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. Hubbard Township Comprehensive Plan Update & Zoning Review with Recommendations

Mr. Coggins reported that the final plan and zoning review were presented to the Hubbard Township Trustees to adopt at their March 13, 2017, regular Trustees' meeting.

V. DIRECTOR'S REPORT - Continued:

C. Warren Safe Routes to School (SRTS) Travel Plan

Cheryl Wood reported that the Planning Commission is working with the City of Warren and the Warren City School District to develop a Safe Routes to School Travel Plan for the Ohio Department of Transportation (ODOT) Safe Routes to School Program. She stated that the School Travel Plan will identify barriers to active transportation (walking and bicycling) while traveling to and from school. She reported that a Memorandum of Understanding is to be executed with ODOT to receive the assignment of a consultant for technical assistance and coordination assistance for the School Travel Plan. Trish Nuskievicz stated that the Memorandum of Understanding is up for approval at this meeting under Other Business.

D. HOME Program

Cheryl Wood reported that the staff is currently assisting the City of Warren with the rehabilitation of a vacant foreclosed home on Parkman Road, N.W. She said that the unit was donated to a non-profit developer by Chase Bank. She said that HOME Special Project funds will be used for construction and down payment assistance to a low-to-moderate-income homebuyer.

E. Floodplain Administration

Ms. Nuskievicz reported that she did floodplain reviews on seven properties located in Trumbull County during the Month of February. She said that one property is located in Niles City, one in Hubbard City, two in Bazetta Township, two in Warren Township and one in Weathersfield Township.

Mr. Mahan made a motion to accept the Director's Report of March 16, 2017; 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 March 7, 2017, were included in the Board Members' books for review. Mr. Shader made a motion to accept the March 7, 2017, Plats and Zoning Committee Report; seconded by Mr. Fuda. The motion carried.

VII. RESOLUTIONS FOR ADOPTION

A. Plats and Zoning Committee Resolutions

Mr. Fuda made a motion and seconded by Mr. Shader to adopt Resolution Nos. 3-2017-9, 3-2017-11, and 3-2017-12. The motion carried.

Mr. Fuda made a motion and seconded by Mr. Mahan to adopt Resolution No. 3-2017-10. The motion carried. Mrs. St. George abstained from voting on this item.

VIII. OTHER BUSINESS

A. Memorandum of Understanding – Ohio Department of Transportation

Mr. Shader made a motion to approve the Trumbull County Planning Commission Director entering into a Memorandum of Understanding with the Ohio Department of Transportation (ODOT) whereas ODOT agrees to assist the Trumbull County Planning Commission in developing a School Travel Plan for the following elementary schools: Jefferson K-8, Lincoln K-8, McGuffey K-8 and Willard Avenue K-8; seconded by Mr. Fuda. The motion carried.

IX. ADJOURNMENT

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

Signed Jeru Kostoff

Date April 11, 2017