

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE CHAIRMAN, MR. MUSICK, ON MAY 11, 2021, AT 9:00 A.M. IN THE TRUMBULL COUNTY PLANNING CONFERENCE ROOM AND VIA ZOOM

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I. ROLL CALL

Roll Call was taken as follows:

Mr. David Barran	Present
Mr. James Davies	Present
Ms. Niki Frenchko	Present
Mrs. Melissa Miller	Present
Mr. Bob Moody	Present
Mr. Richard Musick	Present
Mr. Phillip M. Pegg	Present
Mrs. Darlene St. George	Present

Trumbull County Planning Commission Staff: Julie Green, Director; Nicholas Coggins; Katie Phillips and Mitzi Sabella

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- II. APPROVAL OF AGENDA
  - III. APPROVAL OF PLANNING COMMISSION MINUTES
  - IV. APPROVAL OF EXPENSES
  - V. COMMUNICATIONS
  - VI. DIRECTOR'S REPORT
  - VII. REPORTS OF COMMITTEES
  - VIII. PUBLIC REMARKS
  - IX. RESOLUTIONS FOR ADOPTION
  - X. OTHER BUSINESS/UPDATES
  - XI. ADJOURNMENT
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**II. APPROVAL OF AGENDA**

Mr. Davies made a motion to approve the agenda dated May 11, 2021; seconded by Mr. Moody. The motion was carried.

**III. APPROVAL OF PLANNING COMMISSION MINUTES**

A. Regular Meeting – April 13, 2021

Mrs. Miller made a motion to approve the Planning Commission regular meeting minutes of April 13, 2021; seconded by Mr. Pegg. The motion was carried.

**IV. FINANCIAL REPORT**

Mr. Moody made a motion to approve the financial report dated as of April 31, 2021; seconded by Mr. Pegg. The motion was carried.

**V. COMMUNICATIONS**

There were no communications to review at this meeting.

**VI. DIRECTOR'S REPORT**

The Director's Report was sent out to the members prior to this meeting for review. Julie Green, Nic Coggins and Katie Phillips reviewed the Director's Report highlighting the following:

Julie Green stated that it is "Economic Development Week" in Trumbull County, and the Commissioners will pass a resolution in honor of it this week.

Mrs. Green also reported on a meeting she had with Tim Haniford from the IT Department and staff, and she submitted a revised Cares Act Request to the Data Board for laptops for the staff.

Mr. Coggins reported that the staff is meeting with the Warren Administration team next week to go over the plan. Mr. Coggins also reported that he is working to complete the PY21 CHIP application which is due June 23, 2021. He reported on some of the economic development activities that he is working on.

Mrs. Phillips reported that she and Mr. Keiran met with the Trumbull County Zoning Association at its meeting on April 28, and they showed them GIS tools to use in their daily operation and when issuing Zoning Certificates.

Mr. Pegg made a motion to approve the Director's Report of May 11, 2021; seconded by Mrs. Miller. The motion was carried.

**VII. REPORTS OF COMMITTEES**

A. Plats and Zoning Committee Meeting

Mr. Davies made a motion to approve the minutes of the Plats and Zoning Committee meeting of May 4, 2021; seconded by Mr. Musick. The motion was carried.

**VIII. PUBLIC REMARKS**

There were no public comments at this meeting.

**IX. RESOLUTIONS FOR ADOPTION**

A. Plats and Zoning Committee Resolutions

Mrs. Miller made a motion to approve Resolution No. 5-2021-20; seconded by Mr. Musick. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

Mr. Moody made a motion to approve Resolution No. 5-2021-21; seconded by Mr. Pegg. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Abstain

The motion was carried.

**IX. RESOLUTIONS FOR ADOPTION, Continued:**

Mrs. St. George made a motion to approve Resolution No. 5-2021-22; seconded by Mr. Moody. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

Mrs. St. George made a motion to approve Resolution No. 5-2021-23; seconded by Mr. Moody. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried

Mr. Moody made a motion to approve Resolution No. 5-2021-24; seconded by Mr. Davies. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried

**IX. RESOLUTIONS FOR ADOPTION, Continued:**

Mrs. Miller made a motion to approve Resolution No. 5-2021-25; seconded by Mr. Davies. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

Mr. Moody made a motion to approve Resolution No. 5-2021-26; seconded by Mrs. Miller. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

Mrs. Miller made a motion to approve Resolution No. 5-2021-27 with the addition of the wording of Code of Federal Regulations added to resolution; seconded by Mr. Moody. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

**IX. RESOLUTIONS FOR ADOPTION, Continued:**

Mrs. St. George made a motion to approve Resolution No. 5-2021-27; seconded by Mr. Pegg. Roll call was taken as follows:

Mr. Barran	Yes
Mr. Davies	Yes
Ms. Frenchko	Yes
Mrs. Miller	Yes
Mr. Moody	Yes
Mr. Musick	Yes
Mr. Pegg	Yes
Mrs. St. George	Yes

The motion was carried.

**X. OTHER BUSINESS/UPDATES**

A. Amendments to the Trumbull County Subdivision Regulations

Mr. Moody made a motion and seconded by Mr. Pegg to approve the following amendments to the Trumbull County Subdivision Regulations as follows:

1. \*Proposed amendment to Trumbull County Planning Commission (Page i.) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.
2. \*Proposed amendment to Section 106.00 Relation to Other Laws (page 4) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.
3. \*Proposed amendment to Section 209.00 Fees (page 11) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.
4. \*Proposed amendment to Section 300.00 Classification of Subdivisions (page 14) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.
5. \*Proposed amendment to Section 302.05 Submittal Requirements for Minor Subdivision (Page 15) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.

**X. OTHER BUSINESS/UPDATES, Continued:**

6. \*Proposed amendment to Section 306.05 Lots (page 17) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.
7. \*Proposed amendment to Section 307.00 Conditions for a Major Subdivision (page 18) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.
8. \*Proposed amendment to Section 309.25 Transmission of Preliminary Plan (page 22) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.
9. \*Proposed amendment to Section 309.55 Preliminary Pan Expiration (page 25) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.
10. \*Proposed amendment to Section 311.10 Filing (page 26) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.
11. \*Proposed amendment to Section 311.30 Transmission of Final Plat (Page 29) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.
12. \*Proposed amendment to Section 402.15 Township Zoning Resolution (page 32) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.
13. \*Proposed amendment to Section 405.15 Lot Dimensions (Page 35) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.
14. \*Proposed amendment to Section 405.20 Lot Frontage (Page 36) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.
15. \*Proposed amendment to Section 605.20 Development Standards (page 71) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.

**X. OTHER BUSINESS/UPDATES, Continued:**

16. \*Proposed amendment of adding page numbers to the following sections: 301.05 Minor Subdivision or Lot Splits (page 14); 302.10 Administrative Procedure and Approval for Minor Subdivision (page 16); 304.00 Combining Existing and/or Proposed Parcels (page 17); 305.00 Replat and Correction Plat (page 17); 305.05 Replat for Home Sewage Treatment System Upgrades (page 17); 309.15 Preliminary Development Plan Content (page 21); 309.20 Supplementary Information (page 22); 309.30 Preliminary Development Plan Review (page 23); 405.50 Access (page 38); 407.00 Easements (page 40); 408.00 Buildings (page 41); 503.00 Street and Circulation System Design (page 44); 504.00 Rights of Way (page 45); 508.00 Street Design Standards for Cul-de-sac and Loop-type streets (pages 47-48); 509.00 Street Design Standards for all Local Streets except Cul-de-sac and Loop-Type Streets (page 49); 510.00 Street Design Standards for Collector Streets (page 49); 511.00 Street Design Standards for Commercial and Industrial Streets (page 50); 518.00 Street Curbs and Gutters (page 56); 519.00 Curb Pipe Underdrains (page 57); 530.00 Street Vacation (page 60); 601.00 Sanitary Sewers (page 64); 606.10 Storm Water Management and Drainage (page 72); 800.0 Construction Procedure (page 90); 802.10 Filing (page 91); 809.00 Surveying and Monumentation (page 97); 813.00 Acceptance of Improvements (Page 100) as submitted and forward a certified copy of the proposed amendment to the Trumbull County Commissioners.

The motion was carried.

**XI. ADJOURNMENT**

There being no further business, Mrs. St. George made a motion to adjourn; seconded by Mr. Moody. The motion was carried. The meeting was adjourned at 9:40 a.m.

Signed \_\_\_\_\_

Date \_\_\_\_\_

June 8, 2021