

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

Roll Call was taken as follows:

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

Trumbull County Planning Commission Staff:

Trish Nuskievicz, Executive Director	Kai Kleer
Jonathan Baughman	Mitzi Sabella
Julie Edwards	Mark Zigmont

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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. Shader made a motion to approve the agenda dated November 10, 2015; seconded by Mr. Cantalamessa. The motion carried.

II. APPROVAL OF PLANNING COMMISSION MINUTES

Mr. Cantalamessa made a motion and seconded by Mr. Shader to approve the Planning Commission minutes of the October 13, 2015, Board meeting. The motion carried.

III. FINANCIAL REPORT

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

IV. COMMUNICATIONS

Ms. Nuskievicz reviewed the following communications with the board members present:

A. Letter from Mark Zigmont – dated October 13, 2015

Mark Zigmont informed Trish Nuskievicz that he is retiring on December 31, 2015, from the Planning Commission.

B. Letter from Mauro DiVieste – dated October 16, 2015

Mauro DiVieste informed Trish Nuskievicz that he is resigning from the position of Planner I with the Planning Commission effective November 16, 2015.

Mr. Shader made a motion to approve the above-mentioned communications; 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.

V. DIRECTOR'S REPORT – Continued

B. Weathersfield Township Zoning Map Update

Ms. Nuskievicz stated that the final draft of the updated zoning map was delivered to Weathersfield Township with minor updates to the map as per the contract entered into with the township.

C. Plats and Zoning Activities

Ms. Nuskievicz stated that the staff provides the administration of subdivisions which includes providing consultation services to landowners and reviewing major and minor subdivisions to determine compliance with the Trumbull County Subdivision Regulations and other adopted plans.

D. PY2015 Community Housing and Impact Preservation (CHIP) Grant

Julie Edwards stated that the staff has received the PY2015 \$250,000 CHIP Grant. She said that this grant will be used for private owner rehabilitations and home repairs. She stated that the staff began taking applications on November 9, 2015.

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

B. Personnel Committee – Daniel Polivka, Chairman

Copies of the Personnel Committee Report of November 4, 2015, were included in the Board Members' books for review. Mr. Mahan made a motion to accept the November 4, 2015, Personnel Committee Report; seconded by Mr. Wright. The motion carried.

VII. RESOLUTIONS FOR ADOPTION

A. Plats and Zoning Committee Resolutions

Mr. Musick made a motion and seconded by Mr. Mahan to adopt Resolution Nos. 11-2015-68, 11-2015-69, 11-2015-70, 11-2015-71, 11-2015-72, 11-2015-73, 11-2015-74 and 11-2015-75. The motion carried.

B. Personnel Committee Resolution

Mr. Mahan made a motion and seconded by Mr. Cantalamessa to adopt Resolution No. 11-2015-76. The motion carried.

VIII. OTHER BUSINESS

A. Liberty Township Agreements

Mr. Mahan made a motion and seconded by Mr. Fuda to enter into the following agreements with Liberty Township:

1. Community Reinvestment Area Establishment and Map – Agreement not to exceed \$1,500; and
2. Community Reinvestment Area Implementation and Management – including administering the Annual Tax Incentive Review Council (in-kind), processing each new CRA application not to exceed \$1,000 per application and provide annual reporting on each application not to exceed \$500 per application per year.

The motion carried.

IX. ADJOURNMENT

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

Signed *Levin Kostoff*
Date *Dec. 8, 2015*