

THE REGULAR MONTHLY MEETING OF THE TRUMBULL COUNTY PLANNING COMMISSION WAS OFFICIALLY CALLED TO ORDER BY THE CHAIRMAN, LEWIS KOSTOFF, ON AUGUST 11, 2015, AT 9 A.M. IN THE TRUMBULL COUNTY PLANNING CONFERENCE ROOM – TALMER BANK BUILDING

Roll Call was taken as follows:

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

Trumbull County Planning Commission Staff:

Jonathan Baughman	Anthony Kobak
Christine Clementi	Trish Nuskievich, Director
Julie Edwards	Mark Zigmont

Others in attendance: Kim Mascarella, Planning Director, 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. Musick made a motion to approve the agenda dated August 11, 2015; seconded by Mr. Wright. The motion carried.

II. APPROVAL OF PLANNING COMMISSION MINUTES

Mr. Shader made a motion to approve the Planning Commission minutes of the July 14, 2015, Board meeting. The motion was seconded by Mr. Fuda and carried.

III. FINANCIAL REPORT

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

IV. COMMUNICATIONS

A. Letter from Jerry Henn – dated August 10, 2015

Trish Nuskievicz read a letter from Jerry Henn stating that he regretfully was resigning from the Planning Commission Board because his schedule would not permit him to attend enough meetings to be effective as a member. Mr. Henn thanked the Planning Commission for the privilege of serving Trumbull County. Mr. Mahan made a motion to receive the letter from Jerry Henn dated August 10, 2015; seconded by Mr. Polivka. The motion carried.

V. DIRECTOR'S REPORT

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

A. Comprehensive Plans

Anthony Kobak reported that Champion Township adopted its Comprehensive Plan on August 3 and was very pleased with it. Trish Nuskievicz reported that the staff is also continuing work on the Braceville Township, Farmington Township, Hubbard Township and Girard City Comprehensive Plans.

Ms. Nuskievicz also reported that three new planning activities were added to the work program, including updating Warren City's Community Reinvestment Area, updating Warren City's Design Guidelines, and managing the implementation of Warren City's Community Reinvestment Area.

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B. Housing

Julie Edwards reported that the PY2015 Community Housing and Impact Preservation (CHIP) Grant was submitted on May 1, 2015, for \$250,000 for home repair and home rehabilitation, and the county will be notified by September 1, 2015, if it was awarded funding.

C. Prevailing Wage Coordination

Julie Edwards reported that the staff will be assisting the County Commissioners' office with prevailing wage coordination for the construction of the Veterans Service Commission Building and two remodeling projects in the new Child Support Enforcement Agency building.

D. Economic Development Activities

Julie Edwards reported that the staff of the Planning Commission, Regional Chamber and Port Authority met with a business owner who is looking to build a new warehouse or manufacturing facility across the street from one of his existing facilities.

E. Floodplain Administration

Trish Nuskievicz reported that in July, 11 GIS flood maps were created to review properties and provide information.

F. Solar PV System Overview

Trish Nuskievicz reported that the Planning Commission is working with the Prosecutor's Office for guidance on the sale of Solar Renewable Energy Credits generated by the Trumbull County Job and Family Services Solar Array.

Mr. Mahan made a motion to accept the Director's Report of August 11, 2015; seconded by Mr. Sliwinski. The motion carried.

VI. REPORTS OF COMMITTEES

A. Plats and Zoning Committee - Lewis Kostoff, Chairman

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

VII. RESOLUTIONS FOR ADOPTION

A. Personnel Committee Resolution

Mr. Mahan made a motion to approve Resolution No. 7-2015-37 (staff adjustments and hiring of planner I and II); seconded by Mr. Wright. The motion carried. Mr. Shader abstained from voting because of his disagreement with pre-employment drug screening for the staff.

B. Plats and Zoning Committee Resolutions

Mr. Musick made a motion to approve Resolution Nos. 8-2015-38, 8-2015-39, 8-2015-40, 8-2015-41, 8-2015-42, and 8-2015-43; seconded by Mr. Fuda. The motion carried.

VIII. OTHER BUSINESS

A. Weathersfield Township Zoning Map

Mr. Mahan made a motion to approve entering into an Agreement with Weathersfield Township to provide minor updates to its Zoning Map, not to exceed \$187.81; seconded by Mr. Fuda. The motion carried.

B. Warren City Agreements

Mr. Polivka made a motion to approve entering into an Agreement with Warren City to establish and map the Community Reinvestment Area, Agreement not to exceed \$5,000.00. The motion was seconded by Mr. Fuda and carried.

Mr. Polivka made a motion to approve entering into an Agreement with Warren City to manage the Community Reinvestment Area, Agreement to administer the Annual Tax Incentive Review Council (TIRC) not to exceed \$1,500.00 per year, processing each new CRA application not to exceed \$1,500.00 per application, and provide Annual Reporting on each application not to exceed \$500.00 per application. The motion was seconded by Mr. Fuda and carried.

Mr. Polivka made a motion to approve entering into an Agreement with Warren City to review and update the existing design guidelines, Agreement not to exceed \$5,000.00. The motion was seconded by Mr. Fuda and carried.

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IX. ADJOURNMENT

There being no further business, Mr. Shader made a motion to adjourn; seconded by Mr. Fuda. The motion carried. The meeting was adjourned at 9:30 a.m.

Signed *Gene Kostoff*

Date 9/8/2015

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