



BOARD OF COUNTY COMMISSIONERS
RON AMSTUTZ • JONATHAN HOFSTETTER • SUE A. SMAIL

MINUTES

WAYNE COUNTY PLANNING COMMISSION MEETING
WAYNE COUNTY ADMINISTRATION BUILDING
WAYNE COUNTY PLANNING DEPARTMENT -
3:00 PM WEDNESDAY: November 8th, 2023

- MEMBERS PRESENT:** Ron Amstutz, Bill Cletzer, Brian Gwin, Jon Hofstetter, Amy Marinello, Joel Montgomery, Gene Pouly, Sue Smail, and Steve Wheeler
- MEMBERS ABSENT:** John Fitzpatrick and Bob Gralinski
- OTHERS PRESENT:** Caleb Galbraith
- PLANNING STAFF PRESENT:** Jenn Kiper and Stephanie Featheringill
- OTHER STAFF PRESENT:** Kelly Starliper
- CALLED TO ORDER:** Chairman Cletzer called the meeting to order
- ROLL CALLED:** Jenn Kiper called the Roll; a Quorum was present
- OATH ADMINISTERED:** Chairman Cletzer administered Oath to anyone intending to speak at the meeting
- MINUTES:** September 6th, 2023
*Moved by **Amy Marinello** approve as submitted*
*Seconded by **Jon Hofstetter**,*
MOTION carried
- OLD BUSINESS:** None
- NEW BUSINESS:** None
- SUBDIVISION REPORT:** *Staff Recommended Acceptance of Report as Presented*
*Moved by **Steve Wheeler** to approve as presented*
*Seconded by **Ron Amstutz***
MOTION carried
- EXTENSIONS:** None

VARIANCES:

None

COMMON ACCESS DRIVES:

MCAD-23-04

MCAD-23-04, SAL 8 NE, CR 77 MORELAND ROAD, APPLICANT: CALEB GALBRAITH, OWNER: NELSON MILLER, SURVEYOR: CALEB GALBRAITH.

The applicant is proposing to extend an existing CAD and split a 6.672-acre lot and a 6.001-acre lot from an existing 12.673-acre parcel. The lot is part of an existing common access drive – Dennis E. Mays Allotment.

Health: For the proposed 6.0 vacant acre parcel -Applicant must submit a soils report from a certified soil scientist identifying soil(s) in the primary and secondary replacement sewage treatment system area. Applicant must submit a plot plan noting the location of the primary and replacement septic system. A new STS shall not be sited in an area identified as a flood way, and only below grade soil absorption components of a new STS may be sited within any part of the one hundred-year flood plain except where prohibited by federal, state, or local regulations or ordinances. Applicant must submit the \$125 lot split review fee for the TRC application **Health waives review for the remainders.**

Planning: The Planning Commission will review this proposal at the November 8th, 2023 PC meeting.

- The proposed CAD is an extension of the existing MCAD-10-05.

Staff recommends approval of a T-type turnaround with the following conditions:

1. The drive shall be constructed to all standards according to Section 2.6 (C) and (D)
3. A T-type turnaround installed
4. An approved updated shared drive agreement submitted and approved.
5. All other TRC comments shall also be met.

A new plat will also need to be submitted.

It should be noted that any additional lots on the CAD will require approval by the Planning Department.

Wayne SWCD: A 20-foot-wide drainage course exists extending from the south property line to the north property line of the proposed 6.001-acre parcel. Another 20-foot-wide drainage course exists extending from the south property line to the north property line of the proposed 6.001-acre parcel. A 20-foot-wide drainage course exists extending from the west property line to the north property line of the proposed 6.001-acre parcel. The approximate location of the drainage course is shown on the attached aerial photo, however, the drainage course location indicated on the survey drawing shall depict the actual location of the drainage course as it exists in the field. Drainage Course Note: A drainage course was observed on the proposed 6.001-acre parcel. The drainage course is a swale, as shown and identified on the survey drawing. The drainage course should be preserved as a means of disposing stormwater and groundwater and is intended to benefit all who adjoin it. To preserve the function of the drainage, course an area described as, ten feet on each side of the centerline of the swale, extending along its entire length, should not be impeded. Within the drainage course, no structure, fencing, culvert or other material should be placed or permitted to remain which may obstruct, retard or divert the flow.

Map: No Comments.

Engineering: Both the parent parcel and new parcel use an existing easement on a common access driveway. No additional access points will be required. The review fee for this lot split request is \$50 for each parcel, including the parent tract, for a total of \$100. Moreland road is classified as a local road with a 35' setback from the ROW line. Based upon the above review comments, this office does not have any additional concerns regarding this review.

Ms. Kiper presented the Common Access Drive. Caleb Galbraith then introduced himself as the surveyor for the application and stated this is an existing CAD that will be extended to create two new lots. Staff explained that the application will meet subdivision standards.

Moved by Steve Wheeler to approve

Seconded by Brian Gwin,

MOTION carried

MAJOR SUBDIVISIONS:

None

INTERGOVERNMENTAL REVIEW:

None

OTHER BUSINESS:

Bill Cletzer, John Fitzpatrick and Amy Marinello terms expire in 2023.

Election of Officers -

Chair: Bill Cletzer (Current)
Vice Chair: Gene Pouly (Current)
Secretary: John Fitzpatrick (Current)

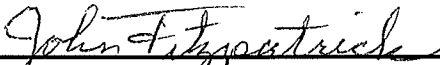
Moved by Joel Montgomery to recommend to approve as submitted. After discussion, a
Motion to amend the recommendation by Joel Montgomery to change the vice chair to Brian Gwin
Seconded by **Steve Wheeler**
MOTION carried

The 2024 Meeting schedule was presented by Ms. Kiper.
Moved by **Sue Smail** to approve
Seconded by **Amy Marinello**
MOTION carried

ADJOURN: Upon hearing no additional further business, **Gene Pouly moved to adjourn**, and **Steve Wheeler** seconded. MOTION carried. Meeting adjourned at 3:09 pm.

X

Bill Cletzer, Chairman
Wayne County Planning Commission

X 

John Fitzpatrick, Secretary
Wayne County Planning Commission