

Minutes
Portage County Regional Planning Commission
July 12, 2017

Portage County Regional Planning Commission dated July 12, 2017 at 4:30 p.m. The meeting was held in the Portage County Regional Planning Commission Meeting Room, 124 North Prospect Street, Ravenna.

Members Present:

Atwater Twp., John Kovacich	Franklin Twp., Sam Abell	Freedom Twp., Jeffrey Derthick
Garrettsville Vill., Rick Patrick	Hiram Twp., Steve Pancost	Hiram Vill., Frank Hemphill
Mantua Vill., Ben Prescott	Nelson Twp., Kevin Cihan	Palmyra Twp., J. Deffenbaugh
Ravenna City, Frank Seman	Ravenna Twp., Jim DiPaola	Rootstown Twp., Joe Paulus
Shalersville Twp., Nancy Vines	Suffield Twp., Mark Frisone	Sugar Bush Knolls, Jim Beal
Windham Twp., Rich Gano	Windham Vill., Deborah Blewitt	Water Resources, Tia Rutledge
PARTA, Clayton Popik	Portage Park Dist., Allan Orashan	
P.C. Commissioner, Vicki Kline		
P.C. Commissioner, Sabrina Christian-Bennett		
P.C. Commissioner Frederick Alternate, James Greener		

Members Absent:

Brimfield Twp., Dick Messner	Mantua Twp., Victor Grimm	Paris Twp., Tom Smith
Randolph Twp., Victoria Walker	Soil & Water, James Bielair	Streetsboro City, Glenn Broska
County Engineer, Mickey Marozzi		

Staff Present:

T. Peetz E. Beeman A. Craft P. Friend P. Holland L. Reeves H. Wachholz

Visitors Present:

Janet Coen, Brandon Boberly and Eugene Mills

The Regional Planning Commission meeting was called to order by Chairman, Jim DiPaola at 4:30 PM.

PUBLIC HEARING – 2018 REGIONAL PLANNING COMMISSION BUDGET – Todd Peetz

Todd presented the 2018 Regional Planning Commission Budget. The difference between the expenditures and revenue for 2018 is (\$128,000). Todd reported that a big difference in the revenue is that CDBG is not being funded for 2017, which is a loss of about (\$60,000). Also, Todd noted that the Portage County Board of Commissioners funded a planner for 2017 and as of right now there is no commitment for 2018. The hope is that Regional Planning will get some special projects or grants that will generate revenue. Regional Planning has met with the Commissioners to discuss additional options.

A. Orashan made a motion to close the public hearing of the 2018 Regional Planning Commission Budget. J. Greener seconded the motion. Motion carried with 21 Yeas, 0 Nays.

APPROVAL OF MINUTES JUNE 14, 2017

The June 14, 2017 minutes were presented. J. Greener made a motion to approve the June 14, 2017 minutes. Motion was seconded by R. Patrick. Motion carried with 17 Yeas, 4 Abstentions (J. Paulus, S. Pancost, N. Vines and A. Orashan).

SUBDIVISIONS

Replat of Block "A" in the "Stone Hill Estates (Phase 1)" on Mantua Center Road and Parkwood Avenue, Lot 28 Mantua Township, Hexagonal Family Enterprises, Inc., Applicant (Approval of an Extension of Time until August 9, 2017)

Staff would recommend an extension of time until August 9, 2017. J. Greener made a motion to approve the extension of time until August 9, 2017. Motion was seconded by B. Prescott. Motion carried with 23 Yeas.

Replat of Sublots 9, 10, and 11 of Block "N" in the "McElrath Park Allotment" on Adams Street and Terrill Street, Lot 11 S.D. in Ravenna Township, Portage County Land Reutilization Corporation, Applicant

Staff would recommend approval. J. Greener made a motion to follow staff recommendations and approve. Motion was seconded by S. Bennett. Motion carried with 23 Yeas.

Replat of Sublots 13, 14, and 15 Block "C" in the "McElrath Park Allotment" on Adams Street and Richardson Avenue, Lot 11 S.D. in Ravenna Township, Portage County Land Reutilization Corporation, Applicant

Staff would recommend approval. J. Greener made a motion to follow staff recommendations and approve. Motion was seconded by B. Prescott. Motion carried with 23 Yeas.

Replat of Sublots 4, 5, and 6 of Block "E" in the "McElrath Park Allotment" on Adams Street, Lot 11 S.D. in Ravenna Township, Portage County Land Reutilization Corporation, Applicant

Staff would recommend approval. J. Kovacich made a motion to follow staff recommendations and approve. Motion was seconded by V. Kline. Motion carried with 23 Yeas.

Replat of Sublots 214, 215 and 216 in the "Ravenna Building Company Allotment" on Portage Street, Lot 64 S.D. in Ravenna Township, Portage County Land Reutilization Corporation, Applicant

Staff would recommend approval. S. Bennett made a motion to follow staff recommendations and approve. Motion was seconded by B. Prescott. Motion carried with 23 Yeas.

Replat of Part of Block 6 in the "East Ravenna Square" on Woodbine Avenue and Ferndale Street, Lot 25 S.D. in Ravenna Township, Hummel Construction on behalf of Allen Aircraft Products, Applicant

Staff would recommend approval once all comments have been met. R. Patrick made a motion to follow staff recommendations and approve. Motion was seconded by B. Prescott. Motion carried with 23 Yeas.

Replat of Lots R-3 and R-4 in the M. Tapper State Road Allotment No. 2" on Kenneth Drive, Lot 22 in Rootstown Township, Brandon and Jeanne Borberly; Applicant

Staff would recommend approval since all corrections have been met. J. Paulus made a motion to follow staff recommendations and approve. Motion was seconded by B. Prescott. Motion carries with 23 Yeas.

ZONING

Rootstown Township Text Amendment RE: Section 370.03 – Report presented by Todd Peetz

Amendment 1 – Section 370.03 – Add Cultivating and Processing of Medical Marijuana to list of Permitted Issues; add definition. Staff's only comment is the application cites ORC 3769 and that section of the ORC is related to Horse Racing. The numbers were simply transposed and we recommend citing ORC 3796 as the proper citation. Staff is recommending approval with this correction.

Rootstown Township resident, Gene Mills addressed the RPC Board with his concerns that there is no guarantee that all marijuana grown in Rootstown Township be used for medical distribution and he is asking the committee to disapprove the amendment.

J. Paulus made a motion to follow staff recommendations and approve the amendment. Motion was seconded by B. Prescott. Motion carried with 21 Yeas, 2 Nays (J. Greener, F. Hemphill).

EXECUTIVE COMMITTEE

June 2017 Work Program Report

- Subdivision Regulation Administration – There were 18 applications and 14 lots created.
- Atwater Township – Met with the Zoning Commission and Board of Zoning Appeals.
- Brimfield Township – Helping with a mapping task for one of their projects.
- Mantua Township – Prepared text and zoning amendment. Continue to assist in coordinating the Mantua Center School development plan.
- Randolph Township – We are discussing how to further develop their Architectural Design Guidelines.
- Ravenna City – Met to discuss their land use plan and also look into more specific areas of the City. We are also working to assist the City of Ravenna with their JEDD.
- Ravenna Township - Staff continuing to further develop Architectural Review Design Guidelines. We are also working to assist Ravenna Township with their JEDD.
- Rootstown Township – Working on a Lake Zoning District for developments on Muzzy and Sandy lakes. Met with Zoning Commission on June 29th.
- Shalersville Township – Provided additional information on outside sales.

- Streetsboro City – RPC staff revised changes to Streetsboro about their comments to the Subdivision Regulations on March 24th. Staff met on March 29th to discuss changes that were needed before they are finalized. We are waiting on a response to the latest submission of Subdivision Regulations changes.
- Windham Village – We are assisting them in the preparation of a Critical Infrastructure Grant. Working with them as they consider a comprehensive or land use plan.
- Quarterly Zoning Inspectors (QZI) Meeting – The next meeting is tentatively scheduled for July 27th with the topic to be determined.
- Portage County Land Reutilization Corporation (Land Bank) – PCRPC is awaiting the contract before mapping project can begin. Staff attended the June 28, 2017 meeting at Reed Memorial Library. The next meeting is scheduled for Thursday, July 27th at Reed Memorial Library at 2:30 PM.
- Portage County Storm Water Program – Home Sewage Repair and Replacement Program – \$500,000 has been set aside to repair and replace home sewer systems. This is a (3) pronged program to help homeowners with the problem of high cost to repair or replace their home sewer system. The contract implementation is in place and we are taking applications. Two contracts are being circulated for approval and signatures.
- Ravenna City Land Use Plan – Staff is currently collecting data and mapping key elements of the City. Staff is working closely with the City’s “core group” to develop goals, objectives and strategies. We received feedback on the maps and survey, which will be going out shortly. We are planning to have a community meeting the week of July 31st.
- Local Government Innovation Fund – Countywide Parks and Recreation Collaboration and Coordination Plan – Next steering committee meeting is scheduled for July 13, 2017 at 6:00 PM.
- Celebrate Portage/Visioning in Portage (VIP) – The steering committee held a meeting on July 6, 2017. The events start the last week in August with the Car Show being held August 30th. September 2nd is the runway festival at the Airport and the dinner is being held on September 7th. Saturday, September 9th is the volunteer day.

Grant Activity Update

Amy Craft continues to work on grant applications. There are several applications due in September. Membership is encouraged to notify Regional Planning with any grants they have interest in pursuing or projects they have planned that a grant may assist in funding.

June 2017 CDBG Report

2015 Community Development Allocation Grant

Neighborhood Facility/Community Center – Mantua Township Elevator

We are waiting for Ohio Edison to install the electrical poles as requested by the Township. Once the poles are installed then the electrical contractor can complete the electrical work. The subcontractor completing the installation of the elevator has requested that a 3 phase power be set up before they begin the installation. It is estimated that it will take 5 weeks to install the elevator once the electrical work is completed and approximately 1 week for the general contractor to finish the work.

Neighborhood Facility/Community Center – Franklin Township ADA – All work is completed.

Historic Preservation – Phoenix II Roof Replacement – All work is completed.

Parking Facilities – Garrettsville Parking Lot – Concrete work is nearing completion. Paving has started and once that is completed the light poles will be installed.

2016 Community Development Allocation Grant

The grant agreement and approval is in place; funds have been released for the following projects:

Neighborhood Facilities/Community Center (Windham Community Center) – Contract is in place for architectural services. It is anticipated the work specifications will be completed by the end of July.

Neighborhood Facilities/Community Center (Mantua Center School) – The bid opening was held on May 12, 2017. Three bids were received and the contract was awarded by the Commissioners on May 17, 2017. The contract has been signed and a Notice to Proceed has been issued. A pre-construction meeting was held and the contractor is anticipating starting construction this week.

Public Facilities – City of Ravenna – ADA Handicap Accessibility in LMI Residential Areas – The project went out to bid on June 19, 2017 and bids were due by July 5, 2017.

Fair Housing - \$7,000

There were three requests for assistance received in June.

Finance

June 2017 Financial Statement

J. DiPaola stated that the Executive Committee reviewed the June 2017 financial statements and recommends acceptance. B. Prescott made a motion to approve the June 2017 financial statements as presented. Motion seconded by J. Greener. Motion carried with 23 Yeas.

2018 Budget for Regional Planning Commission (Resolution No. 17-09)

A. Orashan made a motion to accept the 2018 Budget for Regional Planning Commission as presented. Motion was seconded by D. Blewitt. Motion carried with 23 Yeas.

DIRECTOR'S REPORT

Todd discussed that staff will continue to work on solving the 2018 Budget issues. He asked that membership let Todd know if there are any projects that Regional Planning could be of assistance.

J. Greener asked if Regional Planning had any role in the Sahbra Farms issue in Streetsboro. Todd talked about how the city had Regional Planning do an independent review to determine if the project should go forward as a conditional use. Regional Planning determined during the independent review that it was not harmonious and compatible with the area.

OTHER BUSINESS

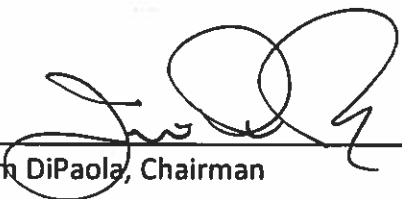
Next Meeting

J. DiPaola announced that the next Regional Planning Commission meeting will be held on August 9, 2017 at 4:30 p.m.


ADJOURNMENT

J. Greener made a motion to adjourn the meeting at 5:10 p.m. Motion seconded by S. Bennett. Motion carried with 23 Yeas.

Minutes approved at the August 9, 2017 Meeting.



Jim DiPaola, Chairman



Todd Peetz, Secretary