

# AGENDA

## PORTAGE COUNTY REGIONAL PLANNING COMMISSION

WEDNESDAY, SEPTEMBER 12, 2018

REGIONAL PLANNING COMMISSION MEETING ROOM

124 NORTH PROSPECT STREET

RAVENNA

4:30 P.M.

I. CALL TO ORDER

II. \*APPROVAL OF AUGUST 8, 2018 MEETING MINUTES

III. SUBDIVISIONS

- \*1. Replat of Sublots 19 – 22 in the “Hazel Hartzell Allotment No. 2” on Hartzell Road and Hazel Wood Drive, Lot 1, Deerfield Township, Amy Slish, applicant.
- \*2. Replat and Variance in the “Nanway Airpark No. 1” on Nanway Blvd., Lot 59 in Shalersville Township, P.C. Regional Airport Authority, applicant (Approval of an Extension of Time Until October 10, 2018)
- \*3. Replat of Sublots 15, 16, 17 and 18-R in the “North Eastmoor Acres” on Peck Road, Lot 23 S.D. in Ravenna Township, Jack and Charlene Pittman, applicant (Approval of an Extension of Time Until October 10, 2018)

IV. ZONING

- \*1. Brimfield Township Text Amendment Re: Section 700.13.C.2 (Monument Signs); Section 510.10 (Swimming Pools)
- \*2. Rootstown Township Text Amendment Re: Definition of Medical Marijuana; Adding Section 390.062 (Medical Marijuana Cultivation and Processing Facilities)
- \*3. Ravenna Township Text Amendment Re: Dog Kennels; Height for Accessory Buildings; Outdoor Storage; Mini-Self Storage Facilities; Flag Lots

V. EXECUTIVE COMMITTEE

A. WORK PROGRAM

1. August 2018 Work Program Report

*\*Needs Action*

2. August 2018 CDBG Report

B. FINANCE

\*1. August 2018 Financial Statements

\*2. Authorization to Enter into Contract with the Portage County Board of Commissioners for Administration of the 2018 CDBG Community Development Grant Program Funds (Resolution No. 18-09)

\*3. Authorization to Enter into Contract with All My Sons Moving & Storage of Cleveland, LLC. for Relocation of the Portage County Regional Planning Commission Office (Resolution No. 18-10)

VI. DIRECTOR'S REPORT

VII. OTHER BUSINESS

Next Meeting – Wednesday, October 12, 2018 – Reed Memorial Library, Jenkins Room at 167 East Main Street, Ravenna, Ohio 44266

VIII. ADJOURNMENT

*\*Needs Action*

**Minutes  
Portage County Regional Planning Commission  
August 8, 2018**

Portage County Regional Planning Commission dated August 8, 2018 at 4:35 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	Garrettsville Vill., Rick Patrick
Hiram Twp., Steve Pancost	Hiram Vill., Robert Dempsey	Mantua Twp., Victor Grimm
Mantua Vill., Paula Tubalkain	Palmyra Twp., Sandy Nutter	Paris Twp., Tom Smith
Ravenna City, Frank Seman	Ravenna Twp., Jim DiPaola	Rootstown Twp., Joe Paulus
Windham Twp., Rich Gano	Windham Vill., Deborah Blewitt	Shalersville Twp., Ronald Kotkowski
PARTA, Clayton Popik	Sugar Bush Knolls Vill., Jim Beal	Water Resources, Tia Rutledge
Portage Park District, Allan Orashan		
P.C. Commissioner, Mike Kerrigan		
P.C. Commissioner, Sabrina Christian-Bennett		

**Alternates Present:**

P.C. Commissioner Kerrigan Alternate, Jim Greener

**Staff Present:**

T. Peetz	E. Beeman	L. Reeves	G. Miller
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**Members Absent:**

Brimfield Twp., Mike Hlad	Freedom, Jeffrey Derthick	Nelson Twp., Kevin Cihan
Randolph Twp., Victoria Walker	Suffield Twp., Adam Bey	Soil & Water, James Bierlair
Streetsboro City, Glenn Broska	County Engineer, Mickey Marozzi	P.C. Commissioner, Vicki Kline

**Public Present**

Susan Skrovan

The Regional Planning Commission meeting was called to order by Chairman, Jim DiPaola.

**APPROVAL OF JULY 11, 2018 MEETING MINUTES**

The July 11, 2018 minutes were presented. J. Kovacich made a motion to approve the minutes as presented. Motion seconded by J. Paulus. Motion carried with 19 Yeas.

## **SUBDIVISIONS**

### **Replat of Sublots 19 – 22 in the “Hazel Hartzell Allotment No. 2” on Hartzell Road and Hazel Wood Drive, Lot 1, Deerfield Township, Amy Sligh, applicant**

The applicant is requesting approval to combine four lots into one which will allow them to construct a residential home on the lot.

The owner is still working with the Health Department to obtain approval for a septic system. The applicant is requesting an extension of time until September 12, 2018.

A motion was made by R. Patrick to approve an extension of time until September 12, 2018. Motion seconded by R. Dempsey. Motion carried with 19 Yeas.

### **Replat of Sublots 17-AR, 17-BR, 17-Cr & 17-DR in the “Lakeview Gardens Subdivision” on Summit Road and Hodgson Drive, Lot 41 S.D. in Ravenna Township, Hasna Noui, applicant**

The applicant is requesting approval to combine four sublots into 1 lot to allow them to put in a swimming pool.

The lot fronts on both Summit Road and Hodgson Drive. There were no physical limitations identified for this site.

Staff recommends approval of the replat as presented. A motion was made by R. Kotkowski. Motion seconded by J. Kovacich. Motion carried with 19 Yeas.

### **Replat of Blocks D-R and the Addition of the Speedway (Block Q in the “Brimfield Crossings Subdivision” on State Route 43, Lots 32 and 33 in Brimfield Township, Speedway, LLC., applicant**

The applicant is requesting an extension until November 14, 2018. A motion was made by S. Bennett to approve an extension of time until November 14, 2018. Motion seconded by J. Paulus. Motion carried with 19 Yeas.

## **ZONING**

### **Rootstown Township Text Amendment – Report presented by T. Peetz**

#### **Amendment No. 1**

Rootstown Township is proposing to define trailers in a manner consistent with Section 4501.01.M of the Ohio Revised Code.

The last sentence of the proposed language is in addition to what is in the Ohio Revised Code. It would appear to set a minimum standard that would be consistent with the Ohio Revised Code definition and could clearly be understood by the owner of the trailer in question that trailer needs to be in an operable condition.

Staff recommends approval of the proposed amendment.

### Amendment No. 2

Rootstown Township is proposing add a definition of “Inoperable Trailers/Recreational Vehicles” in a manner consistent with the Rootstown Township Zoning Resolutions existing definition of “Inoperable Motor Vehicle.”

The amendment further clarifies the intent found in the first amendment. The changes add information to make sure that there is very little subjectivity as to what an inoperable trailer or recreational vehicle is.

Staff recommends approval of the proposed amendment.

A motion was made by J. Paulus to follow staff recommendation. Motion seconded by S. Nutter. Motion carried with 19 Yeas.

### EXECUTIVE COMMITTEE

#### Work Program

#### July, 2018 Work Program Report

Todd presented the July 2018 Work Program Report.

- Brimfield Township – Staff updated their zoning map.
- Franklin Township – Staff updated their zoning map.
- Hiram Township – Actively looking for grant opportunities to support projects they would like staff to help find grant funding for.
- Mantua Township – Staff is continuing to help with coordination of the Mantua Center School development plan.
- Mantua Village – They are considering an income survey to be able to apply for grants.
- Ravenna City – Staff has continued to work on a Land Use Plan and is working with the City on the proposed JEDD. Staff met with the Planning Commission on July 31, 2018 to discuss their Land Use Plan. The next meeting will be held with City Council and is to be determined.
- Ravenna Township – Staff assisting the Township and the City of Ravenna with their JEDD. Staff is assisting the Township with potential zoning amendments and has met with the Township Zoning Commission. Their next meeting will be held on August 15, 2018.

- City of Streetsboro – The next Master Plan Community Meeting will be held on August 9, 2018.
- Suffield Township – Todd met with the Planning Commission on July 11, 2018 relating to their Land Use Plan and the next meeting will be held on September 9, 2018.
- Windham Village – Staff has completed the first draft of their Land Use Plan.
- Quarterly Zoning Inspectors (QZI) Meeting – The next meeting has not been scheduled yet. Anyone with any recommendations for a topic is to let Todd know.
- Portage County Storm Water Program – Home Sewage Repair and Replacement Program – We have two new applicants and are anticipating up to 15 more from the Health Department.
- Portage County Land Reutilization Corporation (Land Bank) – A meeting was held on July 9, 2018. The next meeting will be held on October 10, 2018 at 1:00 p.m. at the Reed Memorial Library.
- Local Government Innovation Fund – Countywide Parks and Recreation Collaboration and Coordination Plan – The only component left to complete is the website. We are combining financial resources from another grant for the creation of the website. The grant has been extended to December 31, 2018.
- Local Government Innovation Fund – Marketing and Branding (Planning) Grant – An open meeting to discuss with communities is being scheduled soon.
- Celebrate Portage!/Visioning in Portage (VIP)
  - August 29, 2018 – Ravenna Car Show
  - August 31, 2018 and September 1, 2018 – Runway Fest
  - September 6, 2018 – Awards Dinner
  - September 13, 2018 – Volunteer Day (to be held in Windham Village)

### **July, 2018 CDBG Report**

#### **2015 Community Development Allocation Grant**

##### **Neighborhood Facility/Community Center – Mantua Township Elevator**

Installation of the elevator has been completed by Canton Elevator; however, the Township needs to have the required fire alarm/elevator monitoring devices installed and the contractor will need to complete the punch list items for the lobby. Once the work is completed, the contractor will contact the State to request the inspection.

## **2016 Community Development Allocation Grant**

### **Neighborhood Facilities/Community Center (Adult Day Services)**

A detailed onsite study was completed. The specifications have been completed for the RFP and the RFP has been sent out to various electrical contractors. The RFP will be due by 2:00 p.m. on August 22, 2018.

## **2018 Community Development Allocation Grant**

An email was received today from OCD requesting minor corrections to the grant application.

## **Finance**

### **July, 2018 Financial Statement**

J. DiPaola stated that the Executive Committee reviewed the July, 2018 financial statements and recommends acceptance.

J. Paulus questioned why under "Computer Services" it shows \$1,200 and why we were not using the County for computer services. Todd said MAI Computing has been maintaining/servicing our computers since we moved into the building. The County only services our phones. Todd stated that once we move over to the administration building we will be switching over to the County. MAI Computing and the County will be working together to get RPC through the transition.

S. Bennett made a motion to approve the July, 2018 financial statements as presented. Motion seconded by R. Patrick. Motion carried with 19 Yeas.

## **OTHER BUSINESS**

### **Commissioners Meeting**

A meeting will be held with the Commissioners on August 14, 2018 to discuss the Countywide Comprehensive Plan. One of the benefits of having a Comprehensive Plan is that it can help obtain grants for the County. The other thing that will be discussed is the need for a grant writer which is not in next year's budget. The question is whether a grant writer would be under RPC or under the County. Todd stated that if the communities feel that a grant writer is in need they should contact the Commissioners and let them know.

### **Sale of 122, 124, 126 and 128 North Prospect Street, Ravenna**

The Portage County Commissioners is out for bid. The minimum bid was set at \$299,999. Bids are due by 2:00 p.m. on September 12, 2018.

Moving RPC Office

Todd said he received 2 quotes from 2 moving companies to move our office over to the administration building. One quote was for \$2,600 and the other quote received was for \$3,200. We are anticipating moving towards the end of September on a Saturday.

The RPC meetings will be held at the Reed Memorial Library for the month of October and December.

Next Meeting

J. DiPaola announced that the next Regional Planning Commission meeting will be held on September 12, 2018 at 4:30 p.m.

ADJOURNMENT

Allan Orashan made a motion to adjourn the meeting at 5:32 p.m. Motion seconded by J. Beal.

Minutes approved at the September 12, 2018 Meeting.

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Jim DiPaola, Chairman

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Todd Peetz, Secretary





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Meeting called to order on August 8, 2018 at: 3:30 pm

In Attendance: J. Beal T. Smith A. Orashan J. DiPaola  
D. Blewitt S. Bennett S. Nutter

Staff: T. Peetz E. Beeman

J. DiPaola opened the meeting at 3:32 p.m. The minutes of July 11, 2018 were presented. T. Smith made a motion to dispense with the reading of the minutes and made a motion to approve the minutes as presented seconded by J. Beal. Motion carried unanimously.

**WORK PROGRAM** as reported by T. Peetz

**Planning Administration**

A total of 13 subdivision applications were submitted during the month of July 2018 creating 15 new lots.

**Brimfield Township**

Staff has been working with the township on the Brimfield Crossing Replat. Staff updated their zoning map.

**Franklin Township**

Staff updated the zoning map.

**Mantua Township**

Todd reported staff continues to help the Mantua Center School development plan. Todd reported he attended an open house for the new elevator. Todd reported a good crowd attended. Todd reported the elevator has not been inspected so no one could utilize it.

**Mantua Village**

The village is considering conducting an income survey to be able to apply for a Neighborhood or Downtown Revitalization funds.

**Ravenna City**

Staff finalized the future land use map and will continue working with them on finalizing the Bike Plan contract as well. Staff met with the Planning Commission on July 31<sup>st</sup> to discuss the newly created Land Use Plan. The next meeting will be with the City Council and is to be determined.

**Ravenna Township**

Staff is assisting the city and township officials with their newly established JEDD. Staff is assisting with potential zoning amendments from a meeting with the Township zoning Commission in April 2018. Their next meeting is August 15th.



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### **Rootstown Township**

Staff processed a zoning text amendment re: Section 150.02.B; Definition of trailer and inoperable trailer/Recreational vehicle. It is on today's full commission agenda for discussion.

### **Streetsboro City**

RPC staff held a MPRC meeting on June 28<sup>th</sup> for the update to their Master Plan. The next meeting will be held on August 9<sup>th</sup>. Todd is planning to attend their Family Days Celebration to glean information for the survey on their Master Plan.

### **Suffield Township**

Todd reported he attended the July Planning Commission meeting in relation to their Land Use Plan. The next scheduled meeting will be held on September 9, 2018.

### **Windham Village**

Staff has completed the first draft of their newly created Land Use Plan. Volunteer day for the village is September 13, 2018.

### **Portage County Land Reutilization Corporation (Land Bank)**

Their annual meeting was April 9, 2018. The land bank met on July 9, 2018 @ 1:00 at the offices of NDS. The scheduled meeting will be October 10<sup>th</sup> at the Reed Memorial Library.

### **Portage County Storm Water Program**

Todd reported there are a minimum of at least 15 more properties forthcoming shortly. Staff continues to take applications to help homeowners replace failing systems.

### **LGIP County-wide Parks and Recreation Collaboration and Co-ordination Plan**

Todd reported talking to a web designer who is working with the Park District. This project is 90% complete. An extension has been requested and granted to December 31, 2018.

### **Celebrate Portage**

The car show will be August 29<sup>th</sup>; Runway Fest is August 31<sup>st</sup> and September 1 followed by the dinner on September 6<sup>th</sup>. Volunteer day is September 13<sup>th</sup>. If anyone has a project let Todd know.

### **2015 CDBG Formula Grant**

#### **Neighborhood Facility/Community Center – Mantua Township Elevator**

The elevator is operating at this time however it is not ready for state inspection. The township needs to have the required fire alarm/elevator monitoring devices installed. The contractor has completed the lobby punch list items. The contractor will contact the state to complete an inspection after the Township completes the required fire alarm/elevator monitoring devices are installed. Lisa continues to check with township officials to see if there is progress being made towards project completion.



**2016 CDBG Formula Grant**

**Neighborhood Facilities/Community Center (Coleman Adult Day Services)**

CDBG funds will be used to replace 215 lights of 21 different types located throughout the building, exterior walkways and parking. A detailed on-site study was completed by YESCO Electrical Supply on July 23, 2018. The specifications have been completed for the RFP and were mailed to various electrical contractors. The RFP will be due by 2:00 p.m. on August 22, 2018.

**Fair Housing**

Fair housing services including landlord/tenant information, discrimination complaints, training, posters and brochures will be provided for the residents of Portage County, excluding the City of Kent. There were 5 requests for assistance received in July.

We are still waiting to hear if either of the Critical Infrastructure grants for Windham Village or Ravenna City have been funded that were submitted in June.

**2018 CDBG Formula Grant**

**Portage Private Industry**

Run a waterline that will enable the Ravenna Head Start facility to provide services to children and families in both Head Start and Early Head start.

**City of Ravenna**

Replace 565 linear feet of 49 year old deteriorated concrete

**Family & Community Services**

Replace 80 ton Trane Chiller system that provides air conditioning at 705 Oakwood Street, Ravenna.

**Coleman Professional Services**

Home repairs for 4155 St Rt 14, Edinburg, and 5982 Rhodes Road, located in Franklin Township.

**Windham Township**

Demolition and asbestos abatement of an old church located at 10352 Silica Sand Road in Windham Township.



**FINANCE**  
**RPC GENERAL FUND**

<b>July 1, 2018 Cash Balance</b>	<b>\$87,350.82</b>
<b>Receipts:</b>	<b>\$11,267.76</b>
<b>Expenditures:</b>	<b>\$28,325.33</b>
<b>July 31, 2018 Cash Balance</b>	<b>\$70,293.25</b>

<b>LGIP Park Plan July 1, 2018 Cash Balance</b>	<b>\$156.53</b>
<b>Receipts:</b>	<b>\$ 0.00</b>
<b>Expenditures:</b>	<b>\$ 8.35</b>
<b>July 31, 2018 Cash Balance</b>	<b>\$156.53</b>

**B-F-16 Formula Grant**

<b>July 1, 2018</b>	<b>\$7,131.00</b>
<b>Receipts:</b>	<b>\$ 0.00</b>
<b>Expenditures:</b>	<b>\$ 385.54</b>
<b>July 31, 2018 Cash Balance</b>	<b>\$6,745.46</b>

**LGIP Branding/Marketing**

<b>July 1, 2018</b>	<b>\$411.01</b>
<b>Receipts:</b>	<b>\$ 0.00</b>
<b>Expenditures:</b>	<b>\$ 0.00</b>
<b>June 30, 2018 Cash Balance</b>	<b>\$411.01</b>

**July 2018 Financial Statements**

E. Beeman presented and reviewed the July 2018 financial statements. S. Bennett stated she was not aware the RPC did anything related to fair housing. She would like a monthly report on fair housing activities. Todd stated most of what we handle is Landlord/Tenant issues and that statistics are kept on all calls received. There is usually a requirement that communities that receive grant funds we should target them to provide fair housing training and provide literature. J. Beal stated it seems the fair housing activity is demand driven. J. DiPaola stated by law townships are prohibited from enacting any kind of rental program where they can be tracked. S. Bennett stated the City of Ravenna just decided to have all water bills in the name of the landlord not the tenant. D. Blewitt stated it is a good idea. The Village of Windham is constantly being stiffed with water bills that tenants don't pay. Discussion held. S. Bennett stated it would be good to have a short report given on fair housing each month. A motion was made by S. Bennett to approve the July 2018 financial statements as presented and to



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recommend acceptance to the full Commission, motion seconded by A. Orashan. Motion carried unanimously.

Todd reported the Portage County Commissioners will be having a budget hearing on Tuesday, August 14 with all departments. Todd stated he will attend to discuss whether or not the grant writer position will be funded. Todd stated the RPC will continue to fulfill the duties of the grant writer through the end of this year. Todd will also ask if he should budget a county Master Plan to be completed over the next 2 years.

September 12, 2018 the bids for the purchase of our building will be due at 2:00 p.m. with a close date of 60 days. S. Bennett stated renovations have started on the 6<sup>th</sup> floor. J. Beal asked if there has been a date established for the move. S. Bennett stated it will be sometime in September. Todd stated we had someone who was interested in renting 126 N Prospect for \$8.00/sq. ft. with an August 1 move in date. The news of the building sale seems to have been a factor of not getting the tenant. Todd reiterated what he has been hearing in relation to the sale of the building. A. Orashan suggested a commercial realtor be contacted if the building doesn't sell. Discussion held. A. Orashan stated there may be a market to lease the entire building if it doesn't sell.

Todd reported a homeowner by the name of Slish from Deerfield Township who wants to replat a property may attend today's full commission meeting to complain about the Health Department and Tax Map. They feel they are getting the run around.

Workers Comp rebate discussion held. Todd stated the RPC pays a high workers comp rate and we have never had a claim. S. Bennett suggested calling Michelle Crombie to discuss the issue.

There being no further business to come before the Committee a motion was made by S. Bennett to adjourn the meeting at 4:19 p.m. Seconded by J. Beal. Motion carried unanimously.

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Chairman, Jim DiPaola

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Secretary, Todd Peetz, AICP

Minutes submitted for approval by Secretary on September 12, 2018

**REPLAT OF SUBLOTS 19 THRU 22 IN THE HAZEL HARTZELL ALLOTMENT  
DEERFIELD TOWNSHIP**

**Case No.** 18-35  
**Reviewed By:** Todd Peetz  
**Date Submitted:** 7-11-18  
**Due:** 8-10-18 Extended to 9/12/18

**APPLICANT:** Amy Slish  
911 State Route 14  
Deerfield, OH 44411

**REQUESTED ACTION & HISTORY:**

The applicant requests approval to enlarge their existing lot by merging 4 adjacent lots. The new lot will be known as 19-R. This replat will allow them to put a home and other structures. By combining the four (4) lots into their primary lot helps to satisfy health department requirements. The lot fronts on Hartzell Road.

See combined aerial of all the parcels together.

**LOCATION: Vicinity Map (Exhibit 1)**

The proposed lots are located in the southeast quadrant of Deerfield Township. The lot is located near the Berlin Reservoir and in relatively close proximity to SR 14.

**SIZE & ZONING: (Exhibit 2)**

	Minimum Required	19-R
Zoning	NA	NA
Min Acreage	NA	1.8 acre
Frontage	NA	205 Feet
Width	NA	200 Feet

**LAND USE: Site:** The parcel is vacant at this time.

**Surrounding:** The areas surrounding the proposed replat are residential lots. There are existing residential homes and undeveloped parcels in the area of the properties.

**UTILITIES:**

There is no water or sewer available to the property.

**PHYSICAL LIMITATIONS TO DEVELOPMENT (Exhibit 3):**

**Soils:** There are two soil types associated with this replat which are Mahoning Silt Loam 2 to 6 percent slopes and Ellsworth Silt Loam 6 to 12 percent slopes.

- Mahoning Silt Loam, 2 to 6 percent slope (MgB): This soil is gently sloping soil in upland areas. Slopes are generally less than 5%.
- Ellsworth Silt Loam, 6 to 12 percent slopes (EIC2): This is a sloping soil adjacent to drainage ways and on moraines. It is well drained.

**Wetlands:** According to the Portage County Wetland Inventory, there do not appear to be wetlands on any of these parcels.

**Flood Hazard:** The FEMA Flood Insurance Rate Map does not show any flood hazard areas on the site.

**COMMENTS FROM OTHER DEPARTMENTS & AGENCIES:**

<b>Review Entity</b>	
<b>Building Official</b>	Y
<b>Engineering</b>	Y
<b>Health Department</b>	D
<b>Soil and Water</b>	NC
<b>Tax map</b>	Y
<b>Water Resources</b>	Y – Requires well and septic
<b>Deerfield Zoning Inspector</b>	NA

**Y is acceptable; CA is Conditional Approval; D is not acceptable; NC is No Comment**

09/05/18

**COMPLIANCE WITH COUNTY SUBDIVISION REGULATIONS:**

There is a map correction needed.  
Health Department still needs additional information

**COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:**

Not applicable.

**ANALYSIS:** Primary issues for the replatted lots involve creating 1 new lot.

There were no physical limitations identified for this site.

**RECOMMENDATIONS:** Staff recommends approval once the plat is revised and can be approved by the Portage County Health Department. If these issues are not corrected or verified prior to the August 8<sup>th</sup> meeting, then staff would then recommend an extension of time to allow the applicant to address those concerns.



Exhibit 1

# Hazel Hartzell Allotment Lot #2 Lots 19 thru 22 Deerfield Township

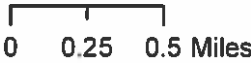
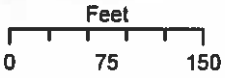
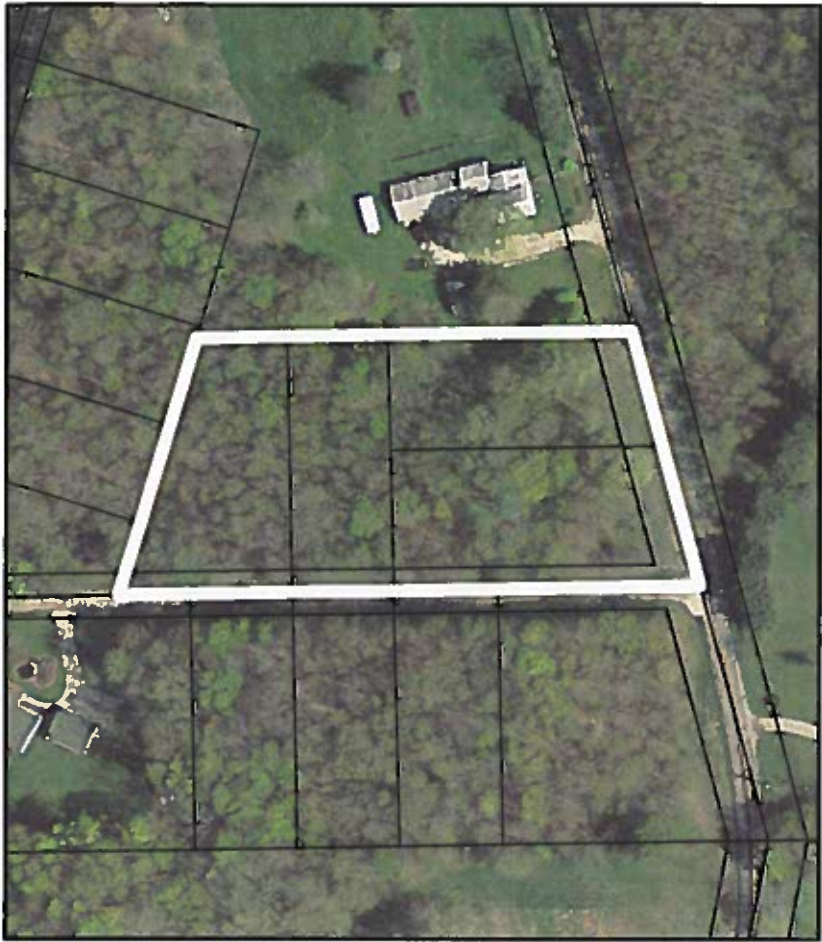


Exhibit 2  
Replat

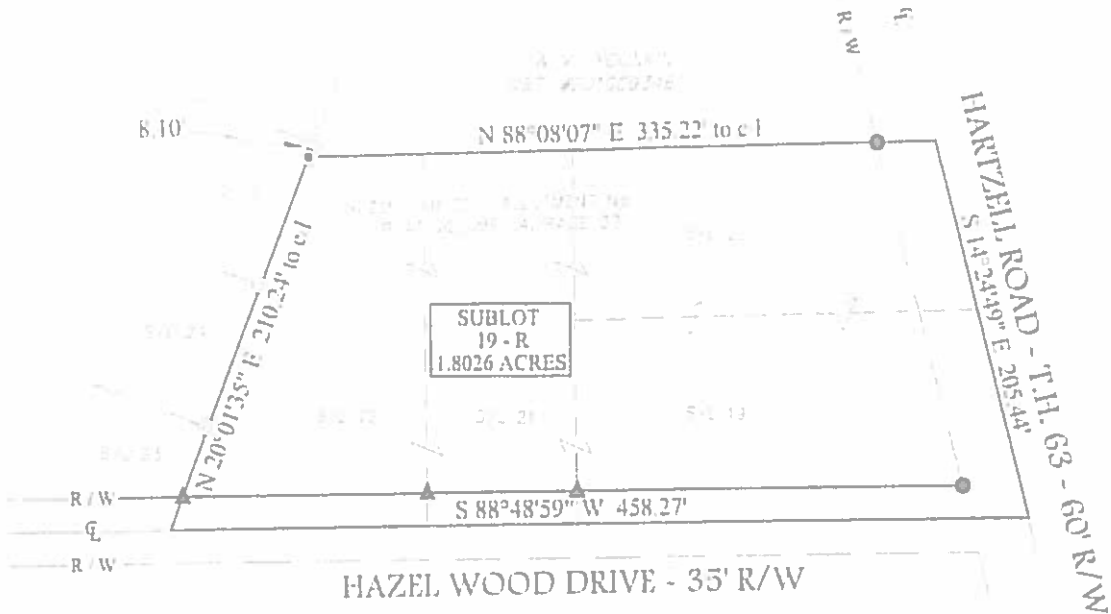


Exhibit 3

# Soils, Wetlands, Flood Hazard Areas & Priority Conservation Areas


Hazel Hartzell Allotment Lot #2  
Lots 19 thru 22

Deerfield Township

Wetlands & Priority Conservation Areas

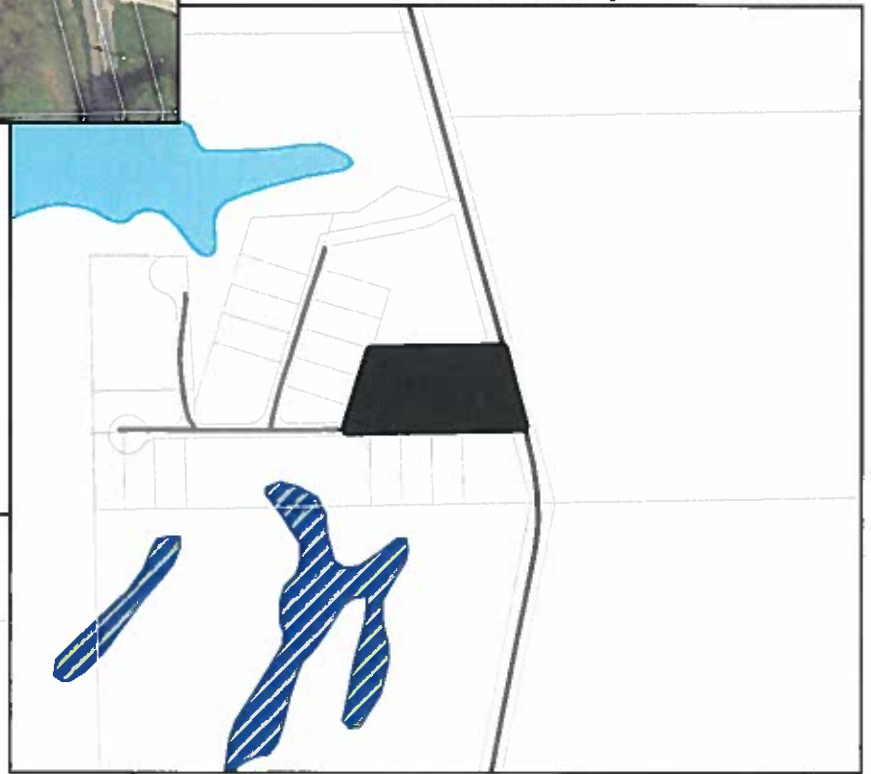


Portage County Soil Survey Digital version, 2006.

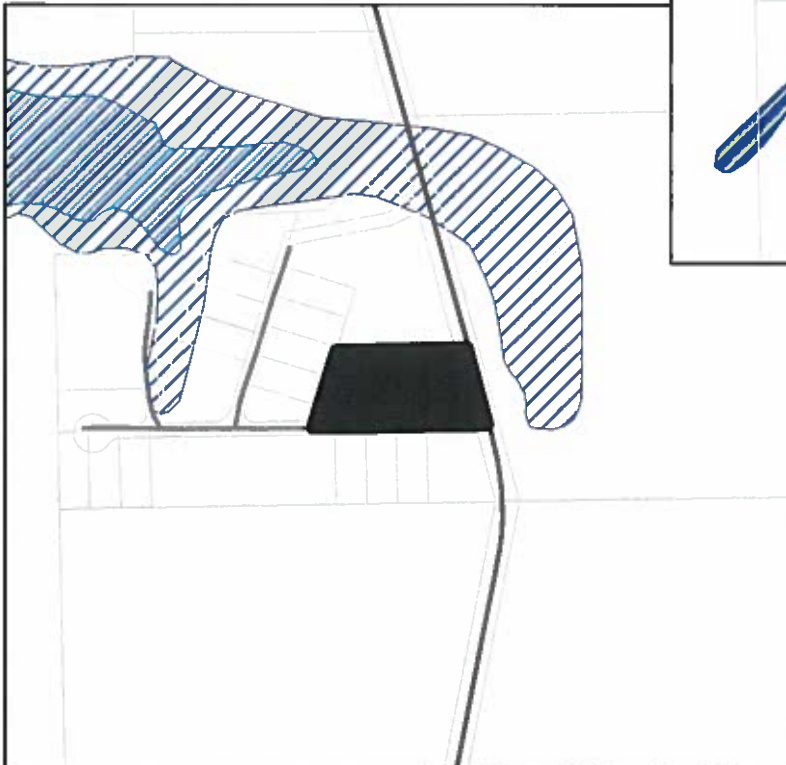
 Hydric soils



0 250 500 Feet



 Wetlands



 Flood Zone A

 Flood Zone AE

FEMA Flood Insurance Rate Map, 2013

**BRIMFIELD TOWNSHIP  
ZONING CODE UPDATE WITH AMENDMENTS  
September 2018**

Received: August 10, 2018  
Meeting Date: September 12, 2018

Reviewed by: Todd Peetz

**Amendments 1, 2, 3**

**Section 700.13.C.2 – Monument Signs  
Section 700.13.C.3 – Monument Signs  
Section 700.13.C.5 – Directional Signs**

**Rationale:** Brimfield Township would like to clarify the sign requirements mostly dealing with height and size.

Type of Sign	Size of Sign	Additional Requirements
2. Monument sign to identify a non-residential use ( <del>public, institutional, recreational, commercial, industrial etc.</del> ) establishment.	1. Sign face shall not exceed <del>six (6)</del> <b>thirty-two (32)</b> square feet. 2. Overall height shall be no greater than <del>four (4)</del> <b>six (6)</b> feet.	1. One (1) sign per <del>premise</del> <b>parcel</b> . 2. The sign shall be located on the street side of the building.
3. Monument signs to identify a <del>residential</del> subdivision development, <del>condominium</del> , multi-family housing complex, shopping center, or industrial park .	1. Sign face shall not exceed thirty-two (32) square feet. 2. Overall height shall be no greater than six (6) feet.	1. One (1) sign per <del>street frontage</del> <b>main access</b> 2. Placed at entranceway only 3. Signs may be externally illuminated.
5. Directory signs for all non-residential uses.	1. Total sign face shall not exceed <del>thirty-two (32)</del> <b>six (6)</b> square feet. 2. <b>Overall height shall be no greater than three (3) feet.</b>	1. <b>One entrance/exit per access drive</b> 2. Signs may be internally or externally illuminated.

**Staff Comments:** The proposed language allows for monuments signs to be larger, but decreases the directional sign and also limits one sign for the main access not two signs for corner lots. Increasing the monument sign and decreasing the directional sign makes sense.

**Staff Recommendations:** Staff would recommend approval.

**Amendment 4**  
**Section 510.10 Swimming Pools**

**A. Private Family Swimming Pools**

A private swimming pool, shall be permitted in any residential district or commercial district as an accessory use in accordance with the following requirements:

1. The pool is intended for the sole enjoyment of the occupants of the property on which it is located and their guests.
2. The pool may be located anywhere on the property except in the required front yard and no closer than fifteen (15) feet to any property line or easement.
3. The swimming pool, or the entire property upon which it is located, shall be secured by a screen or glass enclosure, wall, fence or similar construction in such a manner as to prevent uncontrolled access, especially by children. The method used to secure the pool shall not be less than four (4) feet in height and shall be maintained in good condition with a gate and a self-latching lock.(1/6/2016) (#2016-040)
4. Portable swimming pools with a diameter of less than twelve (12) feet or with an area of less than one-hundred (100) square feet and not more than two and one-half (2-1/2) feet deep are exempt from the requirements of this section.

**5. A Zoning Certificate is required for all pools except those exempt in this Section, 510.10 A 4.**

**Staff Comment:** This is a straight forward requirement with the intent to ensure public safety.

**Staff Recommendation:** Approve as submitted.

**ROOTSTOWN TOWNSHIP  
ZONING CODE UPDATE WITH AMENDMENTS  
September 2018**

Received: August 23, 2018

Meeting Date: September 12, 2018

Reviewed by Todd Peetz

At Rootstown Zoning Commission's regular meeting on August 21, 2017, the Rootstown Township Zoning Commission reviewed the application of Donphil Holdings Co. to amend Section 150.02 B and 370.03 of the zoning resolution. Underlined and or bolded text is new language.

**AMENDMENT 1**

**Proposed New Definition (Section 150.02 B):**

CULTIVATING AND PROCESSING MEDICAL MARIJUANA: Growing, harvesting, drying, storing, transporting, processing, selling, and reasonable ancillary related thereto, of medical marijuana in accordance with Ohio Revised Code 3796 and corresponding regulations, and only pursuant to an appropriate license issued by the State of Ohio.

**Staff Comments:** This is consistent with ORC 3796.

**Staff would recommend:** Approval as submitted

## AMENDMENT 2

### Section 370.03 E Existing:

	L-I Light Industrial/ Business Park District	G-I General Industrial District
<b>E. Manufacturing and processing</b>		
1. Dry cleaning plant	P	P
2. Extracting operations		C
3. General assembly	P	P
4. Machine shops	P	P
5. Light manufacturing, assembly of previous manufactured supplies	P	P
6. Manufacturing of products from raw materials		C

### Section 370.03 E Proposed (shown in bold):

	L-I Light Industrial/ Business Park District	G-I General Industrial District
<b>E. Manufacturing and processing</b>		
1. Dry cleaning plant	P	P
2. Extracting operations		C
3. General assembly	P	P
4. Machine shops	P	P
5. Light manufacturing, assembly of previous manufactured supplies	P	P
6. Manufacturing of products from raw materials		C
<b>7. Cultivation and processing medical marijuana</b>	<b>C</b>	<b>C</b>

**Staff Comments:** They are adding for consistency Cultivation and processing of medical marijuana as a specific type of manufacturing and to clearly delineate this type of use from other uses that may be similar. By designating it as a conditional use will give the Board of Zoning Appeals the opportunity to review marijuana cultivation and processing applications. There are standards already established for this type of use in the ORC and in the Rootstown's regulations.

**Staff recommendation:** Approve as submitted.

# RAVENNA TOWNSHIP ZONING TEXT AMENDMENT

SEPTEMBER 2018

Received: August 15, 2018  
Meeting Date: September 12, 2018

Reviewed by Todd Peetz

Underlined Text is new text and ~~struck-out~~ text is proposed to be deleted. ALL CAPS are staff recommendations.

## AMENDMENT 1

### Dog Kennel

Dog Kennel  
502(B)5e

5. Other Uses
  - a. Extraction and mining operations, subject to Chapter 7 and Subsection 700.10.B.41.
  - b. Flag shape lot, subject to the provisions of Chapter 7 and Section 700.10.B subsection 43.
  - c. Non-commercial land filling to change grade and/or elevation of property; subject to the provisions of Chapter 7 and Section 700.10.B subsection 52.
  - d. Wireless telecommunication service facilities proposed by a public utility company and subject to local zoning procedures; subject to the provisions of Chapter 7 and Section 700.10.B subsection 60.
  - e. Dog kennel, subject to the provisions of Chapter 7 and Section 700.10.B subsection 61.

504.02(B)6d

6. Other Uses

- a. Flag shape lot, subject to the provisions of Chapter 7 and Section 700.10.B subsection 43.
- b. Non-commercial land filling to change grade and/or elevation of property; subject to the provisions of Chapter 7 and Section 700.10.B subsection 52.
- c. Wireless telecommunication service facilities that are not public utilities subject to Chapter 7 and Subsection 700.10.B.60.
- d. **Dog kennel, subject to the provisions of Chapter 7 and Section 700.10.B subsection 61.**

505.02(B)5d

5. Other Uses

- a. Flag shape lot, subject to the provisions of Chapter 7 and Section 700.10.B subsection 43.
- b. Non-commercial land filling to change grade and/or elevation of property; subject to the provisions of Chapter 7 and Section 700.10.B subsection 52.
- c. Wireless telecommunication service facilities proposed by a public utility company and subject to local zoning procedures; subject to the provisions of Chapter 7 and Section 700.10.B subsection 60.
- d. **Dog kennel, subject to the provisions of Chapter 7 and Section 700.10.B subsection 61.**

506.02(B)2d

2. Other Uses

- a. Adult entertainment uses, subject to the provisions of Chapter 7 and Section 700.10.B subsection 31.
- b. Flag shape lot, subject to the provisions of Chapter 7 and Section 700.10.B subsection 43.



- c. Non-commercial land filling to change grade and/or elevation of property, subject to the provisions of Chapter 7 and Section 700.10.B subsection 52.
- d. Wireless telecommunication service facilities that are not public utilities, subject to Chapter 7 and Subsection 700.10.B.60.
- e. Dog kennel, subject to the provisions of Chapter 7 and Section 700.10.B subsection 61.

**Staff Comment:** The desire is to add dog kennel as a conditional use. The proposed changes direct the user to that section of the book to better understand the requirements.

**Staff Recommendation:** Approve as submitted.

## **AMENDMENT 2**

### **Height**

#### **Section 501.05      Maximum Building Height**

- A. Principal Building: Thirty-five (35) feet.
- B. Accessory Buildings: ~~Twenty-two (22)~~ Eighteen (18) feet.

#### **Section 502.05      Maximum Building Height**

- A. Principal Building: Thirty-five (35) feet.
- B. Accessory Buildings: ~~Twenty-two (22)~~ Eighteen (18) feet.

**Section 503.05 Maximum Building Height**

- A. Principal Building: Thirty-five (35) feet.
- B. Accessory Buildings: ~~Twenty-two (22)~~ **Eighteen (18)** feet.

**Section 504.05 Maximum Building Height**

- A. Principal Building: Thirty-five (35) feet.
- B. Accessory Buildings: **Commercial, Twenty-two (22) feet; Residential, Eighteen (18) feet**

**Staff Comment:** The proposed amendment is to reduce height in residential areas for accessory buildings from 22 feet down to 18 feet.

**Staff Recommendation:** Approve as submitted

**AMENDMENT 3  
Outdoor Storage Yard**

**Section 504.11 Outdoor Storage Yards**

**Outdoor storage must be located in the side or rear yard and provide complete screening from adjoining properties by a solid fence or wall and vegetative landscaping in accordance with the applicable sections of Chapter 8. FENCE, WALL AND OR HEDGE shall be a minimum of six (6) feet to a maximum height of eight (8) feet in height and compatible with the principal building. No materials shall be stored so as to project above the fence or wall. There is no maximum size requirement for a storage yard.**

**Section 505.09 Outdoor Storage Yards**

**Outdoor storage must be located in the side or rear yard and provide complete screening from adjoining properties by a solid fence or wall and vegetative landscaping in accordance with the applicable sections of Chapter 8. FENCE, WALL AND OR HEDGE shall be a minimum of six (6) feet to a maximum height of eight (8) feet in height and compatible with the principal building. No materials shall be stored so as to project above the fence or wall. There is no maximum size requirement for a storage yard.**

**Staff Comment:** The proposed amendment requires outside storage yards to have a fence, wall or hedge between 6' and 8' and everything being stored cannot project above the fence, wall or hedge.

**Staff Recommendation:** Approve as submitted.

**AMENDMENT 4**  
**Mini/self-storage facilities**

4. Commercial and Official Uses
  - a. Bars, taverns and nightclubs, subject to Chapter 7 and Subsections 700.10.B.2, 6, 12.
  - b. Carpenter, cabinet, upholstery, plumbing, heating, air conditioning shops and similar establishments, subject to Chapter 7 and Subsections 700.10.B.9, 12, 18, 22.
  - c. Car washes, subject to subject to Chapter 7 and Subsections 700.10.B.7, 36.
  - d. Car and truck leasing, subject to Chapter 7 and Subsections 700.10.B.6, 7, 12, 18.
  - e. Gasoline service stations and auto service facilities, subject to Chapter 7 and Subsections 700.10.B.7, 45.
  - f. Hotels and motels subject to Chapter 7 and Subsections 700.10.B.2, 5, 6, 8, 11, 12.
  - g. Motor vehicle sales/repair facilities to include but not limited to automobiles, boats and farm equipment, subject to Chapter 7 and Subsections 700.10.B.9, 12, 18, 45.
  - h. Park and ride lots, subject to Chapter 7 and Subsections 700.10.B.6, 7, 12, 18, 54.
  - i. Planned business developments, subject to Chapter 7 and Subsections 700.10.B.56.

- j. Private parking lots and parking garages, including but not limited to "pay-to-park" lots, subject to Chapter 7 and Subsections 700.10.B.6, 7, 12, 18, 54.

**k. Mini/self-storage facilities, subject to Chapter 7 and Subsection 700.10.B.50.**

**Staff Comment:** This is directing the user to go to Chapter 7 and learn about the requirements associated with this conditional use.

**Staff Recommendation:** Approve as submitted.

## **AMENDMENT 5**

### **Flag-lots**

#### **Section 700.10(B)43**

#### **43. Flag Shaped Lots**

- A. The flag portion of the lot ~~must~~ **shall** comply with the zoning district's minimum acreage requirements and **all** setback requirements (see Figure 700.10.B.43).
- B. Lot ~~must shall have~~ **BE A MINIMUM OF SIXTY (60) FEET OF CONTINUOUS FRONTAGE AND be of sufficient area to accommodate a residential dwelling, commercial structure or industrial structure and meet all of the district's setback requirements. and This portion of the lot shall equal or exceed the minimum lot width requirement of THE that zoning district.**
- C. Lot ~~may~~ **shall** not become narrower than sixty (60) feet at any point.
- D. The pole portion of the lot cannot exceed an overall length of nine-hundred (900) feet from the road right-of-way (see Figure 700.10.B.43). **The minimum width of the pole portion shall be no less than SIXTY (60) twenty (20) feet at any point including road frontage.**
- E. The access-way or pole portion of the lot ~~must~~ **shall** be free of structures and accessory buildings.
- F. Flag portion of the lot ~~must shall~~ widen to a distance, which is equal to or greater than the zoning district's minimum lot width requirement.
- G. **The flag section of the lot shall be considered the building section.** The front yard setback for the dwelling must be equal to or greater than the required setback of

the district and is to be measured from the point where the lot widens to equal the district's minimum lot width requirement.

- ~~H. A dwelling unit proposed for the lot shall not be located directly behind another dwelling, unless the owner of that residence is the applicant, or the owner of the established residence has no objections as evidenced by a notarized affidavit filed with the application.~~
- ~~J. The proposed dwelling for the lot shall be screened from the view of adjacent dwelling with a vegetative landscaping screen.~~
- K. The fire chief shall provide a letter that states that fire apparatus and emergency vehicles can have safe access to the flag portion of the lot and that access can SHALL be reasonably constructed and maintained.
- ~~L. Sharing driveways with the adjoining lot owner is encouraged. Where driveways will be shared, a maintenance agreement shall be filed with the application for Conditional Zoning Certificate and if the application is approved, said agreement shall also be filed with the deed in the Office of the County Recorder.~~

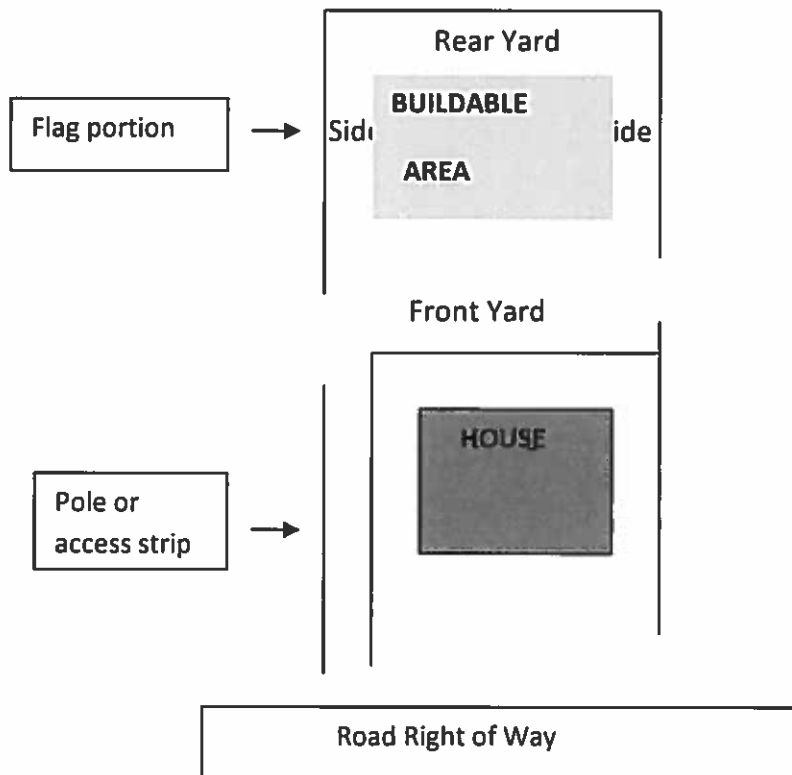


Figure 700.10.B.43

**Staff Comments:** In B and D of the proposed changes the frontage was being recommended to be deleted (in B) and in D allowing the lot at the flag to be as narrow as 20 feet. We would recommend that the road frontage remain at sixty (60) feet and the stem also remain at sixty (60) feet which is consistent with subdivision regulations and minimum requirements for a road right-of-way.

**Staff Recommendation:** Approve with suggested modifications to B and D, keeping the sixty (60) feet of road frontage and stem width.

## AMENDMENT 6

### Dog Kennels as a Conditional Use

**700.10(B)61. Dog Kennels**

- A. Only indoor kennels are permitted. Outdoor kennels are prohibited.
- B. This section covers kennels used for breeding and/or boarding.
- C. Minimum Lot Area: Ten (10) acres, exclusive of road right-of-way.
- D. Minimum Lot Frontage on a Street: Five Hundred (500) feet.
- E. All buildings, pens and runways for the housing or keeping of such animals shall not be less than One Hundred Fifty (150) feet from any adjacent property line.
- F. All buildings, pens and runways for the housing or keeping of such animals shall not be less than One Hundred Fifty (150) from the principal structure of the same lot.
- G. All Buildings shall be located behind the principal structure of the same lot.
- H. All outdoor runs shall be closed between the hours of 11:00 pm and 7:00 am. All animals shall be housed inside the kennel building during these hours.
- I. All outdoor runs shall be separated by an eight (8) foot wall so an animal in one outdoor run does not see the animal in the adjacent run. The purpose of which is to reduce the tendency of animals to bark or fight with animals if of the adjacent run.

- J. All outdoor runs shall be fenced with woven wire or other approved fence material. Said fence shall not be less than eight (8) feet in height and shall be maintained in good condition.
- K. Outdoor runs shall be screened from view of adjacent property lines and the road by landscaping per Section 1100.10.A.2 Perimeter/Buffer Landscaping and Screening.
- L. The disposal of waste shall be in compliance with County and State Laws. No such waste shall be detectable by odor or visually seen from any adjoining lot of record. Proper measures shall be taken to ensure such waste does not affect any well water of adjoining lots of record and any surface water (i.e. streams, ponds, lakes, drainage channels, etc.).
- M. Kennel owner shall obtain all required County and State Permits.
- N. Kennel owner shall obtain a Zoning Certificate.

**Staff Comments:** This was well put together and covered virtually everything related to operating a kennel while protecting the public's interest.

**Staff Recommendation:** Approve as Submitted.