

AGENDA

PORTAGE COUNTY REGIONAL PLANNING COMMISSION

WEDNESDAY, FEBRUARY 14, 2018

**REGIONAL PLANNING COMMISSION MEETING ROOM
124 NORTH PROSPECT STREET
RAVENNA**

4:30 P.M.

I. CALL TO ORDER

II. *APPROVAL OF JANUARY 10, 2018 MEETING MINUTES

III. SUBDIVISIONS

- *1. Plat of "Maplecrest Parkway Subdivision No. 1" on Tallmadge Road, Lots 19 and 36 in Brimfield Township, Maplecrest, LLC., applicant (Approval of an Extension of Time Until March 14, 2018)**
- *2. Replat of Sublot 51 and Part of Sublot 21 in the "Fairlane Estates Allotment" on Summerset Drive, Lot 13 in Suffield Township, Doug and Alysha Moore, applicant (Approval of an Extension of Time Until March 14, 2018)**
- *3. Replat of Sublots 11-14 and Sublots 15-17 in the "McElrath Park Allotment" on Winfield and Terrill Street, Lot 11 S.D. in Ravenna Township, Portage County Land Reutilization Corporation, applicant (Approval of an Extension of Time Until March 14, 2018)**

IV. ZONING

- *1. Brimfield Township Text Amendment Re: Monument and Directional Signs; Driveways; Paving Requirements; Private Roadways; Parking Areas.**
- *2. Franklin Township Text Amendment Re: Purpose Statement, I-1 District.**
- *3. Randolph Township Text Amendment Re: Chapter 1 (Title, Authorization, Purpose, Guidelines, Applications, Setbacks and Fees)**

****Needs Action***

V. EXECUTIVE COMMITTEE

A. WORK PROGRAM

1. January 2018 Work Program Report
2. January 2018 CDBG Report

B. FINANCE

- *1. January 2018 Financial Statements
- *2. Authorization to Enter into Contract with Neighborhood Development Services for Fair Housing Services for the 2017 CHIP Grant (Resolution No. 18-02)
- *3. Authorization to Enter into Contract with the City of Streetsboro for the preparation of the City's 2018/19 Master Plan Update (Resolution No. 18-03)

VI. DIRECTOR'S REPORT

VII. OTHER BUSINESS

1. Next Meeting – Wednesday, March 14, 2018 – RPC Meeting Room at 124 North Prospect Street, Ravenna, Ohio 44266

VIII. ADJOURNMENT

**Needs Action*

**Minutes
Portage County Regional Planning Commission
January 10, 2018**

Portage County Regional Planning Commission dated January 10, 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	Brimfield Twp., Wendi O'Neal	Franklin Twp., Sam Abell
Freedom, Jeffrey Derthick	Hiram Twp., Steve Pancost	Mantua Twp., Victor Grimm
Mantua Vill., Paula Tubalkain	Nelson Twp., Kevin Cihan	Palmyra Twp., Sandy Nutter
Paris Twp., Tom Smith	Randolph Twp., Victoria Walker	Ravenna City, Frank Seman
Ravenna Twp., Jim DiPaola	Rootstown Twp., Joe Paulus	
Sugar Bush Knolls Vill., Jim Beal	Shalersville Twp., Ronald Kotkowski	
PARTA, Frank Hairston	Water Resources, Tia Rutledge	
Portage Park District, Allan Orashan		
P.C. Commissioner, Sabrina Christian-Bennett		
P.C. Commissioner, Vicki Kline		
P.C. Commissioner Mike Kerrigan		

Alternates Present:

P.C. Commissioner Kerrigan Alternate, Jim Greener

Staff Present:

T. Peetz	E. Beeman	L. Reeves	A. Craft
P. Holland			

Members Absent:

Garrettsville Vill., Rick Patrick	Hiram Vill., Robert Dempsey	Suffield Twp., Adam Bey
Streetsboro City, Glenn Broska	Windham Twp., Rich Gano	
Windham Vill., Deborah Blewitt	Soil & Water, James Bierlair	
County Engineer, Mickey Marozzi		

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

APPROVAL OF NOVEMBER 8, 2017 MEETING MINUTES

The December 13, 2017 minutes were presented. F. Hairston made a motion to approve the minutes as presented. Motion seconded by S. Pancost. Motion carried with 22 Yeas

SUBDIVISIONS

Plat of "Maplecrest Parkway Subdivision No. 1" on Tallmadge Road, Lots 19 and 36 in Brimfield Township, Maplecrest, LLC.

S. Bennett made a motion to approve an extension of time until February 14, 2018. Motion seconded by J. Kovacich. Motion carried with 21 Yeas.

Replat of Sublot 21 in "Country View Estates Subdivision – Phase 3" on County View Drive, Lot 12 in Brimfield Township, Alan and Katherine Morgan, applicant – Report presented by T. Peetz

The applicant is requesting approval to combine 3 parcels to create 2 parcels. The middle of 3 lots will be split and divided between sublots 21 and 23 creating sublot 21A and 23A.

All items that were found to be in non-compliance with the P.C. Subdivision Regulations have been corrected therefore staff recommends approval of the replat. A motion was made by J. Greener. Motion seconded by S. Bennett. Motion carried with 22 Yeas.

ZONING

Franklin Township Text Amendment – Report presented by T. Peetz

Amendment No. 1

Franklin Township is proposing to add "ARE ALLOWED IN SETBACKS, BUT" to Section 405.06(F), Handicapped Ramps. The Township says that handicapped ramps should comply with setback limits unless the unique characteristics of the land prohibit compliance. Temporary ramps should be taken down when the need no longer exists.

Staff recommends approval of the proposed amendment.

Amendment No. 2

Franklin Township is proposing to renumber Section 700.04, Temporary and Multiple Message Advertising Devices. There are two D's. Also, the Township is adding new language to reflect new multiple message signage. Franklin Township is proposing to add the following: "F. ADDITIONAL REQUIREMENTS FOR MULTIPLE MESSAGE AND VARIABLE MESSENGER ADVERTISING DEVICES I.E. DIGITAL SIGNS:

1. THESE TYPES OF SIGNS SHALL ONLY BE PERMITTED IN ANY C-1, C-2, I-1 OR I-2 ZONING DISTRICTS.
2. EACH MESSAGE OR COPY SHALL REMAIN FIXED FOR AT LEAST TEN SECONDS.
3. WHEN A MESSAGE OR COPY CHANGES BY ELECTRONIC PROCESS, IT SHALL BE ACCOMPLISHED IN TWO SECONDS OR LESS.
4. SUCH ADVERTISING DEVICES SHALL CONTAIN A DEFAULT DESIGN THAT WILL FREEZE THE DEVICE IN ONE POSITION IF A MALFUNCTION OCCURS.

Staff recommends approval of the proposed amendment. A motion was made by S. Bennet to follow staff recommendation. Motion seconded by J. Paulus. Motion carried with 23 Yeas.

Shalersville Township Zoning Map Amendment from AR-R (Agricultural/Rural Residential) to M-R (Mixed Residential) and Text Amendment Re: Section 363.G, Maximum Height by the Portage County Airport; Amend Section 414, Prohibited Uses – Report presented by T. Peetz

Amendment No. 1

The proposed change is to change the zoning map from A/R-R Agricultural/Rural Residential to Mixed Residential District. Shalersville Township proposed rezoning these areas so that the parcels were not split into two zoning districts. There has been discussion of a property owner wanting to put in a service station or truck stop. However, the property owner learned that approximately 1/3 of the property was zoned Mixed Residential which allows for commercial development and the remainder of the property is zoned Agriculture/Rural Residential. There are three areas consisting of five parcels Shalersville Township is proposing to rezone to Mixed Residential and they are as follows:

1. (Area 1) Northwest of the intersection of State Route 44 and State Route 303 and the north boundary bordering the Ohio Turnpike.
2. (Area 2) East side of State Route 44 and North of State Route 303 and is in close proximity of the Ohio Turnpike.
3. (Area 3) Southwest of the intersection of State Route 44 and State Route 303 and includes three parcels.

The proposed amendment is to put all of the parcels into one zoning district.

The Mixed-Residential District is surrounded by A/R-R, Agricultural Rural Residential on the south, east and west. The north boundary line is the Ohio Turnpike and north of that on the west side of State Route 44 is Industrial. On the East side of State Route 44 is more agriculture and rural residential.

The areas being considered are further going into existing rural residential areas to meet up with property lines. This may or may not have impacts down the road should property owner decide to utilize the additional acreage for non-residential uses.

Three of the five parcels have a house and farm associated with them. The other two parcels are currently being farmed. Only one parcel has the potential for a commercial development. Areas 2 and 3 do not have any activity currently for anything other than what they are currently being used as.

Staff recommends that areas 2 and 3 remain as is and by doing so will allow those property owners the opportunity to work with the Township on any future proposed commercial ventures. The Township could then rezone the property once a use has been identified.

Staff recommends approving area 1 as there is interest in the property for a use that would service the turnpike users. It is unlikely that any residential homes would be built in the area in the back that is getting rezoned. The rezoning would allow for better utilization of the land area. Areas 2 and 3 staff would recommend not amending the map at this point in time. By not rezoning the area this would

allow the Township more of an opportunity to work with the property owners if and when they have a use other than residential or farming and would be a better time to consider amending the map.

Amendment No. 2

Shalersville Township is proposing language to remove the height limits related to the Portage County Airport. Recently the Township had a variance request to increase the height of a proposed building to be more than 45 feet. The concern was that the variance may not have been able to be approved based on the strict and potentially sweeping language contained in Section 363(G). The Airport Board wrote a letter that recommended the BZA approve the height variance as the proposed height since it was not a safety threat to the airport.

Staff said that an alternative would be to change the wording of the text to say "Further height regulations in the vicinity of the Portage County Regional Airport Authority shall not exceed established Federal Aviation Administration Height Regulations." Staff recommends the Township consider the alternative language.

Amendment No. 3

Shalersville Township approved prohibiting medical marijuana cultivation and processing in the General Provisions in Section 414, Prohibited Uses, M.

The following language was not provided to Regional Planning, "MEDICAL MARIJUANA CULTIVTION, PROCESSING AND RETAIL DISPENSARIES LICENSED UNDER OHIO REVISED CODE, CHAPTER 3796."

Staff recommends adding the following language to Section 414 (M) "MEDICAL MARIJUANA CULTIVATION, PROCESSING AND RETAIL DISPENSARIES LICENSED UNDER OHIO REVISED CODE, CHAPTER 3796".

A motion was made by A. Orashan to follow staff recommendation. Motion seconded by J. Kovacich. Motion carried with 21 Yeas and 2 Nays (J. Paulus and K. Cihan).

EXECUTIVE COMMITTEE

Work Program

December, 2017 Work Program Report

Todd presented the December 2017 Work Program Report.

- Mantua Township – Staff is continuing to help with coordination of the Mantua Center School development plan.
- Palmyra Township – Staff met with Township representatives about an Emergency Management Grant and Nature Works Park Grant.

- Ravenna City – Staff has continued to work on a Land Use Plan and is working with the City on the proposed JEDD. The next community meeting is scheduled for January 22, 2018. Todd will also be meeting with the Planning Commission on January 30, 2018. A scope of services for a bike plan was also prepared.
- Ravenna Township – Staff is working with their JEDD.
- Shalersville Township – Discussed variance information related to a requested height increase on an industrial zoned parcel. Assisted with Project Erie and attended the December Planning Commission meeting.
- Suffield Township – Todd is attended their December Planning Commission meeting related to their land use plan.
- Windham Village – Staff attended their Planning Commission meeting related to their land use plan.
- Quarterly Zoning Inspector (QZI) Meeting – The next meeting will be held on January 25, 2018 at 6:00 p.m. at the RPC office. The topics received included hybrid dogs (wolf mix), medical marijuana and skill games.
- Portage County Land Reutilization Corporation (Land Bank) –The next meeting will be held on February 12, 2018 at 1:00 p.m. at the Reed Memorial Library.
- Portage County Storm Water Program - We have a total of 7 households that have requested assistance with their septic system.
- Local Government Innovation Fund – Countywide Parks and Recreation Collaboration and Coordination Plan – The next Steering Committee meeting will be held on February 15, 2018 at the RPC offices. The only component left to complete is the website.
- Local Government Innovation fund Marketing and Branding (Planning) Grant – Ideas are being explored as to what other communities across the nation have done to market themselves.
- Celebrate Portage! Visioning in Portage – The next meeting will be held on January 17, 2018.

December, 2017 CDBG Report

2015 Community Development Allocation Grant

Neighborhood Facility/Community Center – Mantua Township Elevator

Installation of the elevator has been completed however there is an issue with the elevator ceiling clearance. The Township still needs to install the air conditioning unit in the machine room and replace the flooring. The fire alarm and elevator monitoring drawings still need to be submitted to the Portage County Building Department and once a permit is issued then the Township can have the fire alarms, etc. to be installed. Once all issues are addressed and the lobby is completed the State will be contacted to complete the inspection.

2016 Community Development Allocation Grant

Neighborhood Facilities/Community Center (Windham Community Center)

Construction is nearing completion. Due to the weather delays all work is anticipated to be completed by February 15, 2018.

Neighborhood Facilities/Community Center (Mantua Center School Elevator Lobby)

Construction has been completed. The architect has inspected the work and the contractor is working on completing the items that were on the punch list.

Neighborhood Facilities/Community Center (Adult Day Services)

The specifications are being prepared for the RFP.

Public Facilities (Ravenna City Sidewalks)

All work has been completed.

2018 Community Development Allocation Grant

Notices will be going out mid-February 2018 for the next round of CDBG funding and inviting communities and agencies/organizations to attend a Community Development Implementation Strategy Meeting. The CDBG Allocation grant will be a two year cycle rather a one year cycle.

2018 Portage County Regional Planning Commission Work Program – T. Peetz

Todd presented the 2018 Portage County Regional Planning Commission Work Program.

Allan Orashan made a motion to accept the 2018 Regional Planning Commission Work Program as presented. Motion seconded by J. Paulus. Motion carried with 23 Yeas.

Finance

December 2017 Financial Statement

J. DiPaola stated that the Executive Committee reviewed the December 2017 financial statements and recommends acceptance. J. Paulus made a motion to approve the December 2017 financial statements as presented. Motion seconded by A. Orashan. Motion carried with 23 Yeas.

Authorization to Enter into Contract with the P.C. Prosecutor's Office for Legal Services (Resolution No. 18-01)

K. Cihan made a motion to approve entering into contract with the Portage County Prosecutor's Office for legal services. Motion seconded by A. Orashan. Motion carried with 23 Yeas.

OTHER BUSINESS

S. Abell stated that the number of EMS calls in the Township has risen. S. Abell stated the Township is charged \$1,300 for every EMS call. The Township is charged regardless of whether or not they had to transport or not. Franklin Township's fire levy is only \$350,000 plus the Township puts in money from the JEDD.

J. DiPaola stated that the City of Ravenna started charging for non-transport. J. DiPaola stated that there has to be a hard consequence for abusing the service and the only way would be to charge the person. J. DiPaola felt that there should be some education done here in Portage County as a whole. J. DiPaola said that the fire chief needs to step up and initiate that and they also need to work with the respective Townships, Cities, Villages and the Commissioners too. Once they deny a push that says "if you have this problem you don't dial 911", put your stuff in the vehicle and drive yourself to Urgent Care rather than the Emergency Room. The public needs to be educated as to when to call 911.

T. Smith stated that Paris Township charges \$150.00 if they go out more than 6 times in a year. T. Smith said they have not had to enforce it because the people quit calling 911.

M. Kerrigan stated that some counties have gone with a 311 system.

Next Meeting

J. DiPaola announced that the next Regional Planning Commission meeting will be held on February 14, 2018 at 4:30 p.m.

DIRECTOR'S REPORT

- Haley Wacholz has taken another job with another company and will be only working with RPC part time in order to complete the maps that we need.
- Pam Friend will only be working through the end of January.

- The Executive Committee will be meeting some time in February to discuss the pros and cons of moving and the RPC budget.
- An orientation meeting is being scheduled for some time in February for any new RPC Members.
- A meeting will be scheduled for some time in March for a Marketing and Branding meeting to talk about how we can market our own communities as well as the County as a whole. A survey will go out to determine what day of the week and time would be best to hold the meeting.

ADJOURNMENT

F. Hairston made a motion to adjourn the meeting at 5:30 p.m. Motion seconded by W. O'Neal.

Minutes approved at the February 14, 2018 Meeting.

Jim DiPaola, Chairman

Todd Peetz, Secretary



Meeting called to order on January 10, 2018 at: 3:30 pm

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

Staff: T. Peetz E. Beeman

J. DiPaola opened the meeting at 3:30 p.m. The minutes of December 13, 2017 were presented. T. Smith made a motion to dispense with the reading of the minutes and 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 December 2017 creating 10 new lots.

Franklin Township

Staff prepared handicapped ramps and digital signs text amendments which are on the full commission meeting for review today.

Mantua Township

Staff is continuing to help with coordination of the Mantua Center School development plan.

Palmyra Township

The township is working with Amy in reference to NatureWorks and fire protection grants for 2018.

Ravenna City

Continue to help with newly established JEDD. P. Holland is working with the parks and recreation director as well as Bob Finney to produce a bike plan. Staff is in the process of finalizing the newly created Land Use Plan.

Ravenna Township

Staff is assisting the city and township officials with their newly established JEDD.

Shalersville Township

Staff assisted in granting a 45 foot to 50 foot height variance for the Erie Project due to the proximity to the Portage County Airport. Staff attended the December 2017 Planning Commission meeting.



Suffield Township

Todd reported staff did begin the update to their Land Use Plan. Todd met with zoning officials on January 10. A draft copy was given to them for review.

Streetsboro City

Todd reported he met with John Cieszkowski from the City of Streetsboro on Friday, January 5. He indicated he would like RPC to focus on updating their Master Plan at this point in time. Todd reported we are still anticipating getting the changes to the Subdivision Regulations that were submitted for review and comment. John stated the Subdivision Regulations are undergoing a complete review by the city attorney. Todd stated the plan update has a 15 month completion date from the time the contract is signed.

Windham Village

Todd reported staff has begun preparing a Land Use Plan for the village. Staff met with village officials on December 12, 2017 who indicated they will be holding community meetings to get a feel for what they would like to see for their community. The first community meeting will be scheduled for February 2018.

Quarterly Zoning Inspectors (QZI) Meeting

The next meeting date is January 25, 2017. Topics for discussion included hybrid dogs (wolf mix), latest medical marijuana news and skill games.

Portage County Land Reutilization Corporation (Land Bank)

Todd reported staff is working on mapping requests from the land bank. Staff has been working on mapping properties the Land Bank owns, properties that have been demolished and properties that have been sold. This is a tool to be able to show the public accomplishments that have been made. The next land bank meeting is scheduled for January 2018.

Portage County Storm Water Program

We have a total of 7 applicants on the list at this time. RPC is working in conjunction with the Health Department to help landowners get their septic systems replaced. We have received approximately 7 property owners that fall within 50% grant funding with the balance to be funded through the Portage County Storm water Program as a loan to be paid back when the property sells. Contracts are being circulated for approval and/or signatures. Todd reported the amount of time to get things routed through the different channels has been a problem.

Ravenna City Land Use Plan

Staff met with city officials on December 11, 2017. We are working closely with the City's core group to develop goals, objectives and strategies. Feedback was received on the mapping and approximately 50 surveys have been returned. This project is 95% complete. We are looking to conduct a community meeting the week of January 22 and will endeavor to meet with the City of Ravenna Planning Commission on January 30, 2018 and City Council between March/May 2018.



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

A steering committee meeting will be held on February 15, 2017 at the RPC offices. Todd reported talking to a web designer who is working with the Park District. This project is 90% complete.

LGIP Marketing and Branding (planning) Grant

This is a planning grant for the purpose of Marketing and Branding Portage County. The contract is now in place to begin work. A letter will be drafted and sent to all communities to think about ideas for marketing/branding Portage County. February 2018 will have the RPC orientation for all new community members who would like to learn what the RPC is all about. We will also hold a meeting for anyone who would like to submit a project for funding under the 2018 County Formula Grant. It would also help with looking for grants to know what communities are in need of.

Celebrate Portage

The next meeting will be held on January 17, 2018 at the RPC offices.

2015 CDBG Formula Grant

Neighborhood Facility/Community Center – Mantua Township Elevator

Ohio Edison has installed the electrical poles as requested by the township. All of the elevator parts have been manufactured. Canton Elevator will start to assemble and install the elevator the first week in August. It is estimated that it will take 5 weeks to complete the installation of the elevator and approximately a week for the general contractor to complete the final work. Due to the timing staff has asked for an additional 2 months to complete the work from the Ohio Department Services. Ohio Department Services approved the request for an additional 2 months to complete the project. The end date for construction will be October 31, 2017. The elevator is operating at this time however it is not ready for state inspection. The township needs to purchase and install an air conditioning unit in the machine room and replace the flooring. Once all issues are addressed and the lobby is completed, the state will be contacted to complete an inspection. There are still punch list items that are being worked out. Todd updated everyone on the problems with finalizing the work.

2016 CDBG Formula Grant

Neighborhood Facilities/Community Center (Windham Community Center)

The Windham Village Community Center needs the following repairs:

- Replace existing failing asphalt roof with a new metal roof system
- Replace all gutters and downspouts
- Replace existing siding and paint exterior
- Add 3 new ADA Compliant exterior decks for ingress and egress
- Add new security lighting

An RFP was sent out for architectural services on March 31, 2017. RFP's are due by 2:30 p.m. on April 19, 2017. A contract was awarded for architectural services on April 25, 2017. The



contract is being circulated for signatures. Contract is in place for architectural services. The work specifications are nearing completion and it is anticipated that the project will go out to bid by mid-August. Bid opening was held on September 13. Project was awarded by the Portage County Commissioners on September 26, 2017. The contracts are being circulated for signatures. Additional funds are needed to cover the cost of the removal of the shingles. RPC staff and the mayor have been in contact with NDS regarding obtaining RLF Funds. The contract is in place and a notice to proceed issued. A pre-construction meeting was held on November 21, 2017. Construction will start week of December 11, 2017. It is anticipated all construction will be completed by the end of January 2018. Due to the inclement weather construction will be completed sometime in February 2018.

Neighborhood Facility/Community Center (Mantua Center School)

Phase 2 will construct a slightly inclined walkway that leads from the handicapped accessible parking spots to the elevator as well as an entrance lobby to the elevator. Without the walkway to the elevator, elderly and handicapped individuals will be prevented from entering the Mantua Township Administration and community building's main building.

Drawings are being prepared and the project will go out to bid by mid-April. The project went out to bid on April 24, 2017. A pre-bid meeting was held on May 1, 2017. Bids are due by 2:30 p.m. on May 12, 2017. Contract was awarded. Construction is underway. The block color has been selected and is anticipated to take approximately 3 weeks for the block to be manufactured and delivered to the site. Construction is nearing completion. Once the installation of the elevator is completed the contractor will complete the interior work in the lobby.

S. Bennett stated this project has been ongoing for some time. T. Peetz stated there have been multiple issues with this project beginning with the BF 15 Formula Grant. Everything from increasing the elevator from a 4-5 person to one that would hold a gurney which not only changed the scope of the project but increased the cost as well. Then a trustee from Mantua Township bid on the project which had conflict issues and caused it to be rebid. Time was lost because of this. J. Beal stated errors found with the electrical system necessitated a change order as well as an increase in cost. The project basically was doubled in cost. J. Beal stated the RPC staff incurred all the extra cost for the changes and had to track and make sure everything was done correctly and to keep the project moving to the tune of \$17,000. Construction is nearing completion. It is anticipated that all construction will be completed by December 11, 2017. Todd reported a water pipe burst from the extreme cold and flooded the elevator shaft. The township is working on resolving the problems. The township must complete the fire suppression and install new wood flooring in the machine room utilizing township funds. An air conditioning unit must be installed to keep the temperature regulated.

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. The specifications are being prepared for the RFP.



Public Facilities (City of Ravenna)

CDBG funds will be used to provide ADA handicap accessibility in LMI residential areas by installing and upgrading 45 curb ramps and 2073 linear feet of sidewalks.

Drawings and specifications are being prepared. Project will go out to bid at the beginning of June 2017. Bid opening was held on July 5, 2017, the Commissioners have awarded the project. Contracts have been signed and are being circulated for signatures. A notice to proceed will be issued and a pre-construction meeting will be held once the contract has been signed by all parties. The pre-construction meeting was held on 9/22/17. Construction is anticipated to start on October 9, 2017 and is estimated that it will take approximately 3 weeks to complete the work. Construction started on October 16, 2017 and all work is anticipated to be complete by November 24th, 2017. **All work is complete.**

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 two requests for assistance received in December.

Todd presented and reviewed the 2018 General Work Program. S. Bennett stated the Commissioners would like to pursue a Comprehensive Plan for the County and to begin work during fiscal year 2018. S. Bennett suggested Todd set up a time to talk to the Commissioners about the project, timeline and cost. J. Beal questioned what is entailed in the US Census update and are there funds available to do the work? Todd stated this entails mapping boundary changes in the County. One area that will be affected will be Brady Lake due to the Village being dissolved and Hiram Village annexed a small parcel from Hiram Township. Todd stated the census seems to be projecting losses between now and the next census and even further into the future according to projections we recently viewed. Discussion held. A. Orashan made a motion to accept the 2018 Work Program as presented, seconded by S. Bennett. Motion carried unanimously.

FINANCE

RPC GENERAL FUND

December 1, 2017 Cash Balance	\$85,312.63
Receipts:	\$18,544.51
Expenditures:	\$68,995.35
December 31, 2017 Cash Balance	\$34861.79



B-F-15 Formula Grant

December 1, 2017 Cash Balance	\$2,120.15
Receipts:	\$ 0.00
Expenditures:	\$2,120.15
December 31, 2017 Cash Balance	\$ 0.00

LGIP Park Plan

December 1, 2017 Cash Balance	\$298.69
Receipts:	\$ 0.00
Expenditures:	\$ 0.00
December 31, 2017 Cash Balance	\$298.69

B-F-16 Formula Grant

December 1, 2017	\$ 40,498.34
Receipts:	\$122,000.00
Expenditures:	\$ 69,783.66
December 31, 2017 Cash Balance	\$ 92,714.68

B-D-16 New Horizons

December 1, 2017	\$6,232.58
Receipts:	\$ 0.00
Expenditures:	\$1,638.62
December 31, 2017 Cash Balance	\$4,593.96

LGIP Branding/Marketing

December 1, 2017	\$0.00
Receipts:	\$0.00
Expenditures:	\$0.00
December 31, 2017 Cash Balance	\$0.00

December 2017 Financial Statements

E. Beeman presented and reviewed the December 2017 financial statements. A motion was made by S. Bennett to approve the December 2017 financial statements as presented and to recommend acceptance to the full Commission, motion seconded by A. Orashan. Motion carried unanimously.

Resolution #18-01 Authorization to enter into contract with the Portage County Prosecutor's office for legal services not to exceed \$10,000 presented. A motion was made by T. Smith to



enter into contract for legal services with the Prosecutor's office not to exceed \$10,000 seconded by S. Nutter. Motion carried unanimously.

Todd reported Haley Wachholz has tendered her resignation. She has indicated however, that she is willing to work part time for Regional Planning for 2 days a week. Todd stated he is willing to try this arrangement to see if it works out.

Todd stated we will gather information to be able to discuss whether the RPC should move to the County Administration Building and/or sell the offices located on North Prospect. All options should be considered. Some of the options include keeping the North Prospect property, renting it out and moving to the Administration Building or sell the North Prospect property and move to the Administration Building. J. Beal stated space planning should be done prior to moving anywhere. J. Beal stated if the RPC relocates to the administration building and decides to look for a tenant to lease the premises there should be a timeline set to obtain a renter so the RPC isn't on the hook for the debt payment. Discussion held. J. DiPaola suggested this committee set up a work session to discuss all options. We need 3 things a repair/replace estimate for the infrastructure work that needs done, cost estimate to move and selling the building and an estimate to move and rent the building. Todd stated the handicap ramp needs totally replaced, the parking lot needs repaved and the lights in front of the building don't work. Jim DiPaola stated a work session gives more flexibility of time. Everyone agreed. A time in February would be good. A floor plan should be obtained from J. Townend before the work session.

There being no further business to come before the Committee a motion was made by T. Smith to adjourn the meeting at 4:26 p.m. Seconded by J. Beal. Motion carried unanimously.

Chairman, Jim DiPaola

Secretary, Todd Peetz, AICP

Minutes submitted for approval by Secretary on February 14, 2018

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

Received: January 29, 2018

Meeting Date: February 14, 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 (public, institutional, recreational, commercial, industrial etc.) establishment.	1. Sign face shall not exceed six (6) <u>thirty-two (32)</u> square feet. 2. Overall height shall be no greater than four (4) <u>six (6)</u> feet.	1. One (1) sign per premise <u>parcel</u> . 2. The sign shall be located on the Street side of the building.
3. Monument signs to identify a residential subdivision development, condominium, 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 street frontage <u>main access</u> 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 thirty-two (32) <u>six (6)</u> square feet. 2. <u>Overall height shall be no greater than three (3) feet.</u>	1. <u>One entrance/exit per access drive</u> 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 700.17 Signage Along I-76

Rationale: Brimfield Township would like to ensure that if large highway signs were to experience something like catastrophic wind damage that the sign would fall or land on their property and not a neighboring property.

Section 700.17 Signage Along I-76

Signs used for advertising businesses on properties that border along I-76 and are located in an I-C, H-C, T-C, O-R and L-I Zoning Districts shall comply with the following requirements:

- A. The applicant shall provide written proof of compliance with all ODOT and other applicable state requirements.
- B. Only one advertising sign shall be permitted along I-76 per property. This sign is in addition to the other signs permitted on a property and/or business.
- C. The sign shall be located in the side or rear yard areas of the property.
- D. No sign shall be permitted closer than the sign's overall height, plus fifty (50) feet to a lot located in a residential zoning district.
- E. Location of signage shall be free and clear of any direct impact to neighboring property owners and the general public regarding the potential drop zone.

Staff Comments: The proposed language would be the responsible thing to do. However the signs for Speedway and McDonalds would not be able to meet this requirement. This amendment will make some existing signs non-conforming.

Staff Recommendations: Staff would recommend approval. Just note that some existing signs will be non-conforming.

Amendment 5
Section 510.07 Driveways

Rationale: Brimfield Township would like to establish maximum driveway widths and driveway aprons.

Section 510.07 Driveways

Driveways are permitted in any required yard or edge of any yard provided:

- A. A driveway may be constructed at least two (2) feet from the property line, unless otherwise specified in this Resolution.
- B. A driveway shall have a ~~minimum~~ maximum apron width of ~~sixteen (16)~~ twenty (20) feet, a maximum width of eighteen (18) feet at the road right-of-way (ROW) and a minimum width of ten (10) feet the entire length, in order to accommodate fire apparatus and safety/emergency vehicles. Any culvert replacement saw-cut by Township Road Department will be replaced with asphalt or stone. Any new driveway beginning at the edge of road (EDGE) shall have a minimum of SIXTEEN ten-linear (16 10) feet pavement OR MATCH PAVEMENT WITH OF THE DRIVEWAY AT THE RIGHT-OF-WAY LINE. See Diagram 510.07.B.
- C. See Chapter 6 600.05 – Design Specifications and Standards

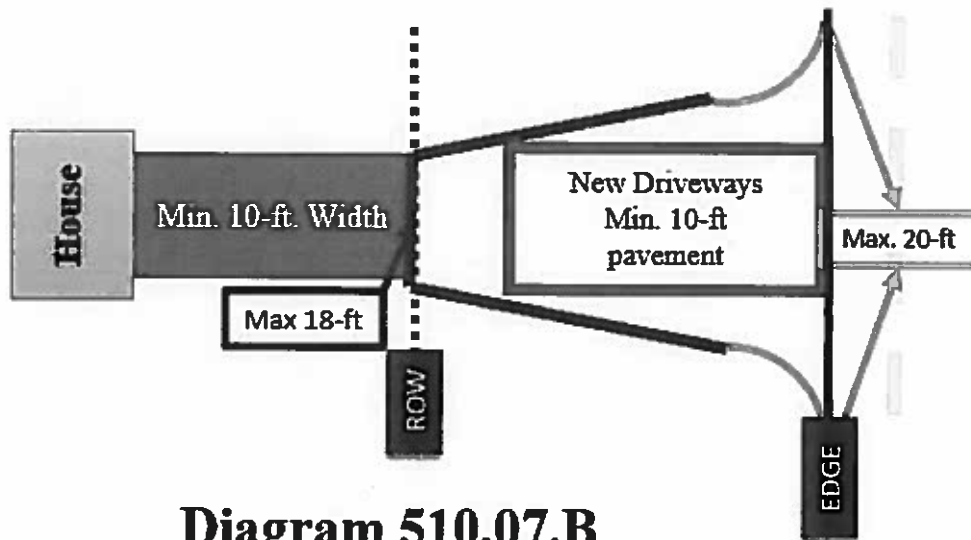


Diagram 510.07.B

Staff Comments: The proposed language in “b.” going from a minimum to a maximum really limits the property owner. A three car garage would not be able to comply and if someone wanted a little extra space in their driveway it would not be permitted. We would recommend not making the proposed changes in “b” that includes maximum widths. The second part of “b” deals with culvert replacement by the Township and new driveways. We think the existing

existing language is okay and added that where the private driveway and the right-of-way converge that their widths match at that point. We would also recommend to amend or delete Diagram 510.07.B as the dimensions are simply too small for a typical residential home.

Staff Recommendations: Staff would recommend approval as amended. See staff comments for clarification..

Amendment 6

Section 601.00 Paving Requirements

Rationale: Brimfield Township would like tie Section 510.07.B to the paving requirements found in this Section.

Section 601.00 Paving Requirements

- A. Except for single-family and two-family residences, the required number of parking and loading spaces as set forth in these sections, together with driveways, aisles, and other circulation areas, shall be improved with asphalt or concrete paving, except as specified in Subsection 601.01.
- B. Single-family and two-family parking, aisles and circulation areas residences can be improve with gravel or lime rock provided that Section 510.07.B paving requirements are met to the approval of the Road Superintendent.

~~Parking, aisles or circulation areas for single family and two family residences can be improved with gravel or limerock subject to approval of the Road Supervisor~~

Staff Comments: See comments in amendment 5. This is probably okay with our suggested changes.

Staff Recommendations: Staff would recommend approval as amended.

Amendment 7
Section 510.08 Private Roadways

Rationale: Brimfield Township would like to clarify private street widths for public safety and for passage of emergency vehicles.

Section 510.08 Private Roadways

- A. All private roadways shall have a minimum improved surface of ~~twenty-two (22)~~ twenty-five (25) feet in width for the safe passage of emergency vehicles and fire apparatus, unless otherwise governed by the Portage County Subdivision Regulations or Brimfield Township fire department regulations.
- B. All private roadways that are dead-end must have adequate space for all types of fire equipment to turn around at the end.

*does not
make sense*

Staff Comments: This was recommended for fire safety then that is a good amendment.

Staff Recommendations: Staff would recommend approval as submitted.

Amendment 8
Section 600.04 Location of Parking Areas

Rationale: Brimfield Township would like to clarify parking locations to ensure safety.

Section 600.04 Location of Parking Areas

The following regulations shall govern the location of off-street parking spaces and areas:

- 1. Single-Family, Two-Family and/or Three-Family Residences
 - A. All parking areas shall be located on the same lot that the principal use is located.
 - B. Residences shall have garages or parking areas for at least two (2) motor vehicles per dwelling unit.
 - C. No parking ON THE SIDE WALK AND/OR closer than five (5) feet to any edge of pavement on any public road.
 - D. Driveway requirements as specified in Section 510.07

Staff Comments: We would recommend deleting "d." as this pertains to construction criteria and part "c" should probably mention parking on the sidewalk. The concern with "c" is enforcement. Are vehicles creating a hazard for other drivers and pedestrians; if so then this is a good amendment. Enforcement may be an issue especially with cars parking on the streets when there is no more parking in the driveway for a special event, holiday or family function.

Staff Recommendations: Staff would recommend approval as amended.

**FRANKLIN TOWNSHIP
ZONING CODE UPDATE WITH AMENDMENTS
February 2018**

Received: January 16, 2018

Meeting Date: February 14, 2018

Reviewed by: Todd Peetz

Amendment 1

Section 321.01 – I-1 Industrial Research and Office District. - Purpose

Rationale: Franklin Township recently processed a map amendment in February/March of 2017 that allowed I-1 zoning to be shown on the map as an active district. This new I-1 district was located on the formerly known Oak Knolls Golf Course (East). As a result of the zoning change there was a great deal of concern over the impacts to commercial and especially to residential properties adjacent to the subject property. The Township would like to adjust the purpose and intent of the I-1 zoning district to further clarify the desire protect adjoining properties from objectionable uses in the district.

Existing: Section 321.01 Purpose The purpose of this district is to provide an environment ~~exclusively for and~~ conducive to the development and protection of modern, administrative facilities and research institutions that are office-like in physical appearance and service requirements.

Proposed Section 321.01 Purpose: “The purpose of this district is to provide an environment conducive to the development and protection of modern administrative facilities and research institutions that are office like in physical appearance and service requirements as well as to provide for and accommodate light industrial uses in the fields of repair, storage, manufacturing, processing, wholesaling, and distribution, free from encroachment of residential, retail, and institutional uses unless otherwise specified in this ordinance. The uses allowed are those which, because of their normally unobjectionable characteristics, can be in relatively close proximity to residential and commercial districts.”

Staff Comments: The proposed language further clarifies the purpose and intent is a very good start. The Industrial Research and Office District may need to have the uses both permitted and conditional be evaluated to determine if those uses match the proposed purpose statement.

Staff Recommendations: Staff would recommend approval as amended. We would also add the recommendation to evaluate the existing and conditional uses to ensure they meet the purpose statement as described.

Industrial Research and Office District Purpose Statement-this purpose statement was originally I-1 and was used by the township trustees for the new R-O district. Franklin Township needed a new I-1 purpose statement, and so we drafted one in May:

Zoning Inspector Sam Abell recommended that the Zoning Commission reword the "Purpose Statement" of I-1 so it is different than R-O. Mrs. Organ distributed a typed paper of her suggestions relating to rewording the purpose statement of the I-1 district. This is also a tool to start forming the new purpose statement. After some talking points,

Mrs. Organ moved that the Commission amends the purpose statement of the I-1 district to read:

"The purpose of this district is to provide an environment conducive to the development and protection of modern administrative facilities and research institutions that are office like in physical appearance and service requirements as well as to provide for and accommodate light industrial uses in the fields of repair, storage, manufacturing, processing, wholesaling, and distribution, free from encroachment of residential, retail, and institutional uses unless otherwise specified in this ordinance. The uses allowed are those which, because of their normally unobjectionable characteristics, can be in relatively close proximity to residential and commercial districts."

Mrs. Tadsen seconded the motion. All Commission members voted yes.

**RANDOLPH TOWNSHIP
ZONING CODE UPDATE WITH AMENDMENTS
February 2018**

Received: January 29, 2018

Meeting Date: February 14, 2018

Reviewed by: Todd Peetz

**Amendment 1
Section 108 – Guidelines**

Rationale: Randolph Township would like to clarify the actions that require a permit and or a fee associated with such identified activities. Underline is all new language and the CAPS and ~~strikethrough~~ are RPC staff comments.

Effective as of: Chapter 1
March 1, 2018

Chapter 1 Title: Title, Authorization, Purpose, Guidelines, Applications, Setbacks and Fees.

Section 108.01 Guidelines

These guidelines include, but are not limited to, the information that is needed by the Zoning Inspector to successfully grant a permit. These guidelines are a compilation of the Randolph Township Zoning Resolution and were put in place for the convenience of those seeking a permit.

APPLICANTS PURSUANT TO SECTION 301.1 ~~You~~ need to contact the Zoning Inspector if you are planning to do any of the following, but not limited to:

- Demolish a building
- Construction of a new home/ commercial building
- Change the roofline of a home/commercial building
- Change the footprint of a home/commercial building (Expand/alter the building in any way)
- Install a fence that does not comply with Section 705.01,F of The Randolph Township Zoning Resolution
- Build a deck or porch
- Build an accessory building/ any taxable structure
- New driveway
- Building a pool (in ground or above ground)
- Building an agricultural building
- Erecting a sign
- Building a lake or pond
- Installing an outdoor Hydronic Furnace

- Installing Solar Panels or Wind Turbines
- Run a Home-based Business
- Build a parking lot
- Establish a Bed and Breakfast
- Any Conditional Uses stated in Chapter 6 of The Randolph Township Zoning Resolution

(Please reference The Randolph Township Zoning Resolution or contact the Zoning Inspector for any questions)

Section 108.02 Procedures for obtaining a Zoning Permit

1. Contact the Zoning Inspector to see what permits are required for what you are building.
(See Section 108.04 of The Randolph Township Zoning Resolution for all applications and procedures.)
2. Thoroughly fill out application(s), including all maps, drawings and dimensions that are required to be submitted with application.
3. Once a permit has been submitted and the layout has been staked out, you must contact the Zoning Inspector for site inspection to make sure that the layout is conformant to application.
(Measure setbacks and make sure everything is done according to approved building plans, and make sure everything is compliant with The Randolph Township Zoning Resolution.)
4. If the layout is conformant to the application, the zoning permit will be granted, if the layout is not conformant, the zoning permit will not be granted and the application must be resubmitted.
5. Failure to contact the Zoning Inspector may result in a fine.

Section 108.03 Requirements for Application

Residential:

1. Must have map for proposed plans.
2. Map must include:
 - a. North arrow, property pins, existing easements, existing structures, utility locations, setbacks, roadways, roadway access, proposed structures.
3. Must have surveyed pins visible and easily accessible.
4. Must have perimeter of proposed structure(s) clearly marked with paint/pins/stakes, with correct dimension and setbacks.
5. Must have utilities well marked (sewer, water, gas, phone/internet)
6. Must have silt fence when necessary.
7. Any other information deemed necessary by the Zoning Inspector.

Commercial:

1. All requirements from residential, plus the following:
 - a. Map must contain: Buffer zones, lighting, parking (general and employee), drainage, delivery services, traffic control, blueprints stamped and scaled by architect .
 - b. Site must have: Marked buffer zones with correct setbacks, perimeter of all buildings, parking, etc. must be clearly marked with pins/stakes. Surveyed pins must remain visible at all times during construction.
 - c. Lighting and buffer zones must be approved before final occupancy can be received.

(Permits to be granted after site inspection.)

Staff Comments: The proposed language further clarifies for residents when they need a permit or zoning certificate. It is probably good to clarify this in the zoning code, but not sure if it is necessary to list here versus posting to allow for flexibility. As proposed the language being listed out will definitely help both the Zoning Inspector and the public. A negative for this proposed text amendment is to make adjustments to the proposed list will require another text amendment. The proposed text amendment included application permits and forms that need to be filled out along with a fee schedule. We would strongly recommend not including that as part of the zoning book/resolution, but used as an appendix or separate document that can be updated as needed. We also thought that adding a reference to Section 301.01 would be good because that is the section which references the duties and responsibilities of the Zoning Inspector.

Staff Recommendations: Staff would recommend approval as amended. We would also add the recommendation to have applications and forms as either separate documents or appendices to the zoning code. The zoning table would make a great appendix, but maybe consider the other documents as working applications and the fee schedule could be posted as approved by the Township Trustees per their last action to set those fees.

**Effective as of:
March 1, 2018**

Chapter 1

Chapter 1 Title: Title, Authorization, Purpose, Guidelines, Applications, Setbacks and Fees.

Section 108.01 Guidelines

These guidelines include, but are not limited to, the information that is needed by the Zoning Inspector to successfully grant a permit. These guidelines are a compilation of the Randolph Township Zoning Resolution and were put in place for the convenience of those seeking a permit.

You need to contact the Zoning Inspector if you are planning to do any of the following, but not limited to:

- **Demolish a building**
- **Construction of a new home/ commercial building**
- **Change the roofline of a home/commercial building**
- **Change the footprint of a home/commercial building (Expand/alter the building in any way)**
- **Install a fence that does not comply with Section 705.01,F of The Randolph Township Zoning Resolution**
- **Build a deck or porch**
- **Build an accessory building/ any taxable structure**
- **New driveway**
- **Building a pool (in ground or above ground)**
- **Building an agricultural building**
- **Erecting a sign**
- **Building a lake or pond**
- **Installing an outdoor Hydronic Furnace**
- **Installing Solar Panels or Wind Turbines**
- **Run a Home-based Business**
- **Build a parking lot**
- **Establish a Bed and Breakfast**
- **Any Conditional Uses stated in Chapter 6 of The Randolph Township Zoning Resolution**

(Please reference The Randolph Township Zoning Resolution or contact the Zoning Inspector for any questions)

Section 108.02 Procedures for obtaining a Zoning Permit

1. **Contact the Zoning Inspector to see what permits are required for what you are building.
(See Section 108.04 of The Randolph Township Zoning Resolution for all applications and procedures.)**
2. **Thoroughly fill out application(s), including all maps, drawings and dimensions that are required to be submitted with application.**
3. **Once a permit has been submitted and the layout has been staked out, you must contact the Zoning Inspector for site inspection to make sure that the layout is conformant to application.**

Effective as of:
March 1, 2018

Chapter 1

(Measure setbacks and make sure everything is done according to approved building plans, and make sure everything is compliant with The Randolph Township Zoning Resolution.)

4. If the layout is conformant to the application, the zoning permit will be granted, if the layout is not conformant, the zoning permit will not be granted and the application must be resubmitted.
5. Failure to contact the Zoning Inspector may result in a fine.

Section 108.03 Requirements for Application

Residential:

- Must have map for proposed plans.
- Map must include:
 - North arrow, property pins, existing easements, existing structures, utility locations, setbacks, roadways, roadway access, proposed structures.
- Must have surveyed pins visible and easily accessible.
- Must have perimeter of proposed structure(s) clearly marked with paint/pins/stakes, with correct dimension and setbacks.
- Must have utilities well marked (sewer, water, gas, phone/internet)
- Must have silt fence when necessary.
- Any other information deemed necessary by the Zoning Inspector.

Commercial:

- All requirements from residential, plus the following:
 - Map must contain: Buffer zones, lighting, parking (general and employee), drainage, delivery services, traffic control, blueprints stamped and scaled by architect.
 - Site must have: Marked buffer zones with correct setbacks, perimeter of all buildings, parking, etc. must be clearly marked with pins/stakes. Surveyed pins must remain visible at all times during construction.
 - Lighting and buffer zones must be approved before final occupancy can be received.

(Permits to be granted after site inspection.)

Effective as of:
March 1, 2018

Chapter 1



**Randolph Township
Zoning Department**

Zoning Permit Application

App. # _____

Applicant:

Name: _____
Address: _____
Phone: _____

Property Owner (if different):

Name: _____
Address: _____
Phone: _____

Address of Property: _____

Parcel # of lot: _____ Zoning District: _____

Proposed Use:

Check all that apply:

☐ Residential ☐ Business ☐ Industrial ☐ New Construction
☐ Addition/Remodeling ☐ Accessory Building ☐ Deck
☐ Swimming Pool (Above Ground or In-Ground) Please circle one. ☐ Other

Lot Dimension:

Width: _____ Ft. Depth: _____ Ft. Total: _____ Acres

Setback:

Front Property Line: _____ Ft. Rear Property Line: _____ Ft. Left Side Property Line: _____ Ft.
Right Side Property Line: _____ Ft. Road Right of Way: _____ Ft.

Dimensions of Structure:

Width: _____ Ft. Length: _____ Ft. Height: _____ Ft. # of Stories: _____

Square Footage:

Basement: _____ Sq.Ft. First Floor: _____ Sq.Ft. Second Floor: _____ Sq.Ft.
Garage: _____ Sq.Ft. Deck: _____ Sq.Ft. Pool: _____

Sewage Disposal:

Type: _____ Approved: _____

*An accurate plot plan must be included with application

Owner Signature: _____ Date: _____

Applicant Signature: _____ Date: _____

.....

For Office Use Only

Date Received: _____ Fee Paid: _____ Date of Action: _____

Approved: _____ Denied: _____ Reason for Denial: _____

Zoning Inspector: _____ Date: _____

Effective as of:
March 1, 2018

Chapter 1



Zoning Department

3636 Waterloo Road - P.O. Box 184
Randolph, Ohio 44265-0184
Phone (330) 931-6161

Demolition Permit

Date: _____ Permit Number: _____

Date Issued: _____ Expiration Date: _____

Parcel Number: _____ Zoning District: _____

Applicant: _____ Phone Number: _____

Applicant's Address: _____

Address of Demolition: _____

Contractor: _____

Contractor's Address: _____

Type of Demolition: _____

Demolition of any structure must be completed within six months of the issuance of a permit. Property will be inspected 6 months after demolition to ensure requirements have been met. The fee for the permit shall be set from time to time by resolution of the Randolph Township Board of Trustees. The current list of fees is on file in the Townships office. Completion consists of tearing the structure down to grade, filling any resulting cavity to grade with proper fill material (sand, gravel, soil) and removing all resulting materials from the lot, no contents, no debris, no hazardous materials or metal shall be buried on demolition site, must be removed by proper means of disposal. If well is present and to be abandoned it must be capped with proper grouting material. A structure may be partly demolished only if a building remains and the demolition of the part is completed within six months of the issuance of a permit. All evidence of the structure which was demolished must be removed from the exterior surfaces of the remaining building. * Contact all utilities to be disconnected before demolition.

Demolition Permit - No Charge

I hereby acknowledge that I have read this application and state the above is correct and agree to comply with all Township Ordinances and State Laws regarding demolition.

X _____
Signature of Applicant

Date

Approved By: _____
Zoning Inspector

Date

Effective as of:
March 1, 2018

Chapter 1



Randolph Township Zoning Department Sign Permit Application

Applicant:

Name: _____

Address: _____

Phone: _____

Address of Sign: _____

Parcel # of lot: _____

Zoning District: _____

Property Owner(If different):

Name: _____

Address: _____

Phone: _____

Sign Information

*See section 900.08 of Randolph Township Zoning Resolution

Dimension of Sign: _____

Total Square Footage: _____

Type of Sign:

Check all that apply:

☐ Double-Faced ☐ Externally Illuminated ☐ Digital

☐ Non-Illuminated ☐ Internally Illuminated

Width of Sign Face: _____

Sign Setbacks (Distance from sign to the following):

Road Right of Way: _____ Left Property Line: _____

Right Property Line: _____ Rear Property Line: _____

*A sign blueprint must be included with this application.

Applicant Signature: _____

Date: _____

Owner Signature: _____

Date: _____

Date Received: _____

Fee Paid: _____

Date of Action: _____

Approved: _____

Denied: _____

Reason for Denial: _____

Zoning Inspector: _____

Date: _____

Effective as of:
March 1, 2018

Chapter 1

Application for Variance

Randolph Township - Portage County, Ohio

Application No. _____

Name of Owner _____

Phone Number Home _____ Business _____

Address of Property _____

Parcel Number _____ Zoning District _____

Nature of Variance: Describe generally the nature of the variance _____

In addition, plans drawn to scale must accompany this application showing dimensions and shape of the lot, the size and location of existing buildings, the location and dimensions of the proposed buildings or alterations, and any natural or topographical peculiarities of the lot in question.

Justification of Variance: In order for the variance to be granted, the applicant must prove to the Board of Zoning Appeals that the following items are true: (Please attach these comments on a separate sheet).

- a. that in the case in question there are extraordinary circumstances applying to the property which do not generally apply to other properties
- b. that such variance is necessary for the preservation of the property rights equal to those of similar properties in the same zoning district
- c. that the authorization of such variance will not be detrimental to the adjacent properties and will be in the spirit of this resolution and in the public interest
- d. that the condition or situation in question is not so general or recurrent as to make reasonably practicable the formulation of a general resolution for proper control

I certify that the information contained in this application and its supplements is true and correct.

Signature _____ Date _____

Date of Notice to parties in Interest _____ Newspaper _____

Date of Public Hearing _____

Effective as of:
March 1, 2018

Chapter 1

Decision of Board of Zoning Appeals: Approved _____ Denied _____

If approved, the following conditions and safeguards were prescribed:

If denied, reasons for denial:

Date _____ Board of Zoning Appeals Chairman _____

Effective as of:
March 1, 2018

Chapter 1

Application for Conditional Zoning Certificate

Randolph Township - Portage County, Ohio

Application No. _____

Name of property Owner _____

Name of Applicant, if different _____

Phone Number Home _____ Business _____

Address of Applicant _____

Property Location _____

Existing Use _____

Parcel Number _____ Zoning District _____

Description of Conditional Use _____

Supporting Information:

Attach a plan for the proposed use showing the boundaries and divisions of the property, abutting streets, properties and structures; locations of all improvements proposed, including structures, parking, landscaping; location of wells, sewer lines, or other utility features both existing and proposed; and topography at an interval sufficient to show the slope characteristics of the property. Also attach complete plans and specifications for all proposed development and construction. In addition attach a narrative statement supported but substantiating evidence that the proposed use will be in accordance with Section 501-21 and 501-22 of the zoning resolution as applicable.

Date _____ Fee _____

Applicant _____ Owner _____

Date of Notice to parties in Interest _____ Newspaper _____

Date of Public Hearing _____

Decision of Board of Zoning Appeals: Approved _____ Denied _____

Effective as of:
March 1, 2018

Chapter 1

If approved, the following conditions and safeguards were prescribed:

If denied, reasons for denial:

Date _____ Board of Zoning Appeals Chairman _____

Effective as of:
March 1, 2018

Chapter 1



Trustees

3636 Waterloo Road – P.O. Box 184
Randolph, Ohio 44265-0184
Phone (330) 931-6161
WWW.RandolphTownshipOhio.gov

Randolph Township Zoning Fee Schedule 2016

Single family dwelling	\$200
Storage building, swimming pool, hot tub, garage	\$50
Residential addition or deck	\$50
Sign	\$75
Wind Turbine	\$100
Driveway (Road Dept.)	\$50
Oil and Gas drive (Road Dept.)	\$800
Road Boring (Road Dept.)	\$500
Duplex	\$250
Multi-family dwelling (plus \$25 for each unit over three)	\$300
Commercial / Industrial building or addition (plus .10 cents/sq. ft. maximum of \$500)	\$100
Communication and Wireless Communication towers	\$200
Conditional Use Permit/Variance request	\$250
Rezoning-Residential	\$200
Rezoning -Commercial	\$300
Lot Split Review	\$50
Zoning books	\$20
Zoning CD	\$5
Land use books	\$65
Copies/pg. *Available in 7 days, if possible.	\$.25

SCHEDULE OF ZONING DISTRICTS¹

Appendix C

	Resource Conservation District	A-1 Agricultural District	R-1 Residential District	R-2 Residential District	Town Center District	Neighborhood Commercial District	GC General Commercial District	I-1 Industrial District
Min. Lot Size/Max Density	2 net acres/du	10 acres-agricultural use; 2 acres-non farm lot	2 acres	.25 acres/d.u. 4 d.u.'s/acre	None Max density-5 d.u.'s/acre	None	None	.5 acre
Min. Lot Width	150 feet	Non farm lots-125 ft Farm lot-60 ft.	150 ft.	60 ft.	60 ft.	60 ft.	100 ft.	100 ft.
Min. Lot Frontage	150 feet 60 feet	n.f. ² -125 ft. farm-60 ft. n.f.-60 ft.	150 ft. 60 ft.	60 ft.	60 ft.	60 ft.	60 ft.	60 ft.
Min. Front Setback from R-O-W	100 feet	n.f.-100 ft. farm-100 ft.	150 ft.	Avg. of buildings within 200 ft. of lot, and at least 20 ft. from r-o-w	Avg. of buildings within 200 ft., and at least 20 ft. from r-o-w	Avg. of buildings within 200 ft. of lot, and at least 20 ft. from r-o-w	50 ft.	50 ft.
With plantings	60 feet	n.f.-50 feet	60 ft.					
Max Front Setback	N/A	N/A	N/A	N/A	N/A	50 ft.	N/A	N/A
Min. Rear Setback								
1. Adjacent to lots in same district	50 feet	n.f.-30 ft. farm-50 ft.	30 ft.	30 ft.	30 ft.	30 ft.	30 ft.	25 ft.
2. Adjacent to lots in Residential district					35 ft.	35 ft.	35 ft.	50 ft.
Min. Side Yard Setback								
1. Adjacent to lots in same district	15 ft.	n.f.-25 ft. each side farm-50 ft.	15 ft.	15 ft.	15 ft.	15 ft.	20 ft.	25 ft.
2. Adjacent to lots in Residential District					20 ft.	20 ft.	35 ft.	50 ft.
3. Adjacent to lots in Agricultural use	50 ft.		50 ft.					
Lot Width to Depth Ratio	1:6		1:6	1:3				
Maximum Impervious Surface Area		n.f.-20% farm-10%		80%	80%	75%	75%	75%

¹ This does not include Environmental Protection, PUD/Residential Conservation Development, PUD/Minor Lane Development Overlay Districts or Fair District² n.f. means non-farm lot³ Maximum building size-20,000 square feet.

**PORTAGE COUNTY REGIONAL PLANNING COMMISSION
WORK PROGRAM REPORT
JANUARY 2018**

A. COMPREHENSIVE PLANNING

1. Farmland Preservation Plan Update

- The State is looking for local government representatives. We have notified the Western Reserve Land Conservancy that we would like to partner with them as the local representative.

2. Portage County Parks, Trails, and Greenways Plan

- Working with the Park District on an as needed basis.

3. Portage County Fair Housing Program 2018- Ongoing

- RPC oversees the Fair Housing initiatives for Portage County excluding the City of Kent. The Analysis of Impediment to Fair Housing Study is being implemented. The Fair Housing initiatives were updated in June to be consistent with the NEOSCC suggested Goals and Objectives.

4. Portage County Comprehensive Economic Development Strategy Update (CEDS) 2017 CEDS

- On behalf of the EDA, RPC is requesting the submission of economic development projects for EDA funding that are designed to create or retain jobs and to provide assistance to economically distressed communities.

B. PLAN IMPLEMENTATION/SHORT TERM PLANNING

1. Update of Portage County Subdivision Regulations

- We are in the process of merging subdivision regulations that work in surrounding communities. The idea is to implement good ideas that can also work here in Portage County.
- We completed our final draft reviews of the proposed Subdivision Regulations and are being reviewed by the Prosecutor's office before we announce public meetings to discuss the proposed changes and eventually bring them to the County Commissioners for consideration and approval. Schedule to be announced soon. We should have a steering committee meeting in January to review and finalize their comments.

C. INFORMATION SYSTEMS

1. Database Acquisition and Updates

2. Web Site

Check out the website at www.pcrpc.org.

D. PLANNING ADMINISTRATION

1. Subdivision Regulation Administration

a. Subdivisions of Land (Submitted)

Preliminary Plan	0 Applications	0 Lots
Plats	0 Applications	0 Lots
Replats	1 Application	2 Lots
Exceptional Replats	0 Applications	0 Lots
Variance	0 Applications	
Minor Subdivisions	1 Application	2 Lots

b. Divisions of Land

5+Acre Lots Divisions	3 Applications	3 Lots
Transfers to Adj Prop	<u>4 Applications</u>	<u>4 Transfers</u>
Total	9 Applications	7 Lots Created

2. Zoning Text and Map Amendments

- See community/member services

3. Community and Economic Development Administration and Implementation

- See CDBG Report

E. REGIONAL COORDINATION AND OTHER CONTINUING ACTIVITIES

1. Other Member Services as Requested

- Atwater Township
Staff wrote a trails grant for the Old School Park.
- Brimfield Township
Prepared a text amendment for February RPC Board meeting. We also prepared a quote to revise their Zoning Code.
- Franklin Township
We processed text amendments for January and February RPC Board meetings. Staff attended the January Planning Commission meeting.
- Freedom Township
Staff worked on parcel maps.
- Garrettsville Village
- Hiram Township
- Hiram Village

- Mantua Township
Continue to help coordinate the Mantua Center School development plan.
- Mantua Village
- Nelson Township
- Palmyra Township
Met with Township representatives about an emergency management grant and Nature Works Park grant.
- Paris Township
- Randolph Township
Staff prepared a text amendment for the February RPC meeting
- Ravenna City
We continue to finalize their land use plan. A Community Meeting has been scheduled for February 22nd. Also, we finalized a scope of services for a bike plan.
- Ravenna Township
We are assisting Ravenna Township and the City of Ravenna with their JEDD.
- Rootstown Township
- Shalersville Township
We assisted with Project Erie and a proposed airport variance to split parcels adjacent to the airport.
- City of Streetsboro
Met with staff and finalized the scope of services to do an update to their Master Plan. Also discussed the potential of doing Architectural Guidelines.
- Suffield Township
Finalized a community Survey for people to use and continue to process their Land Use Plan.
- Sugar Bush Knolls
- Windham Township
- Windham Village
We are moving forward with a land use plan, we have a community meeting scheduled for February 12th.

2. Non-Member Technical Assistance

3. Intergovernmental Reviews-Applications Received

Local-0

Areawide-0

Statewide-0

4. Akron Metropolitan Transportation Study (AMATS)

5. Northeast Ohio Four County Regional Planning and Development Organization (NEFCO)

6. Portage County Housing Services Council

7. Data/Information/Graphics to Developers, Businesses, Private Sector upon Request

- Topography maps, aerials, wetlands, zoning, census, floodplain and subdivision information for the general public, businesses, and organizations.

8. Portage Development Board (PDB)

- We met to discuss a potential project in Portage County.

9. Quarterly Zoning Inspectors (QZI) Meeting

- The County Building Official and Water Resources Director presented their suggestions on how to coordinate with their offices. The meeting was held on Thursday, April 27 at the RPC Office. The next meeting is to be determined, but topics received included hybrid dogs (wolf mix), latest medical marijuana news and skill games. **That meeting will happen on January 25th.**

10. Streetsboro Subdivision Regulations

- RPC staff is working with Streetsboro staff on their comments and recommended changes. We met with staff on March 29th about their latest changes.

11. Portage County Land Reutilization Corporation (Land Bank)

- Contracts for PCRPC to coordinate the meetings and assist in the preparation of any mapping and possibly some planning for the Land Bank. The next land bank meeting is scheduled for February 12th at Reed Memorial Library at 1:00 pm.

12. Portage County Storm Water Program – Home Sewage Repair and Replacement Program

- The Portage County Storm Water Program has set aside \$500,000 to repair and replace home sewer systems. This is part of a three-pronged program to help homeowners with the problem of high costs to repair and replace the home sewer system. The contract for implementation is in place and we are taking applications. We had 7 new projects submitted in October to assist with the Health Department grant program. Contracts are being circulated for approval and or signatures.

13. Ravenna City Land Use Plan

- Currently collecting data and mapping key elements of the City. We met with the Mayor of Ravenna in October and are working closely with the City's "core group" to develop goals, objectives, and strategies. We met with Mayor Seman to discuss next steps for community meetings and to wrap up the project. We are conducting a community meeting on February 22nd, and we meet with the City of Ravenna Planning Commission on February 27th. We will be meeting with the City Council in March through May.

14. Local Government Innovation Fund County-wide Parks and Recreations Collaboration and Coordination Plan.

- Portage County Regional Planning Commission received a \$50,000 grant to work with all the parks and park-related facilities in the County to do the following basic tasks:
 - 1) Foster Collaboration
 - 2) Inventory all park amenities/facilities in Portage County
 - 3) Discuss opportunities for resource sharing i.e. purchase of play equipment, maintenance of equipment
 - 4) Discuss opportunities to coordinate park services i.e. leagues, events, and other social activities,
 - 5) Compile facility and programming information to share with each community and a master list to be provided online for public use.
- A steering committee meeting was held on November 2nd at the RPC office. Next meeting is scheduled for February 20th.

Grant Submitted	Status	Grant Description	Amount	Adm. Revenue
Local Government Innovation Fund	FUNDED	To create comprehensive plan for parks	\$47,500	\$2,500
Local Government Innovation Program (LGIF/LGIP)	FUNDED	Submitted proposal for shared access to county website in effort to better market and brand Portage County.	\$50,000	\$22,500
JAG	PARTIAL AWARD	Worked with Sheriff's Department to submit grant for 10 MDT computers	Awarded \$30,000 of \$74,401	None
Healthy Food for Ohio Program	Not Funded	Due to decreased availability of state funding, we are working with Windham on a different strategy that could gain a portion of financial support from this revenue stream. Met with Mayor Blewitt to conference call with Omar Elhagmusa, program officer for HFO and Elizabeth from Senator Eklund's office.	\$250,000	
Ohio Supreme Court Technology Grants	December 22, 2017	Worked with Gordon Fischer, Director of Technology for Courts writing proposal drafts for submission to the Supreme Court of Ohio Grants. The grants support technology improvements for the Common Pleas Court- General Division, Common Pleas Adult Probation, Probate Court, and Ohio Juvenile Court.	\$43,483 in total grant submission	
ODNR: Recreational Trails	Feb. 1, 2018	Reviewing resubmission of the Recreational Trails grant for Atwater. This grant is for development of urban trail linkages, trail head and trailside facilities; maintenance of existing trails; restoration of trail areas damaged by usage; improving access for people with disabilities; acquisition of easements and property; development and construction of new trails; purchase and lease of recreational trail construction and maintenance equipment; environment and safety education programs related to trails	\$6.25 million available statewide	
Fiscal Year 2017 Assistance to Firefighters Grant (AFG) Program	Feb. 2, 2018	Worked with Palmyra Township on submission. This program assists first-responder organizations that need support to improve their capability to respond to fires and emergencies of all types under the AFG Program. Also assisted Windham Township with preparing submission that was put on hold until next submission. Will look for other opportunities.	\$73,595	

Grant Title	Due Date	Current Grant Being Considered	Amount	
Portage Foundation	February 15, 2018	Working on proposal for marketing for Main Street Ravenna	\$5000	
Critical Infrastructure	February 28, 2018	Working with Lisa Reeves on Critical Infrastructure re-submission for Windham. Developing comprehensive project to improve Bauer and South Main Streets.	TBD	
FEMA Fire Prevention and Safety Grants	Opens, Monday, February 12, 2018 at 8 and will close on Friday, March 16, 2018 at 5 PM ET.	The Fire Prevention and Safety (FP&S) Grants are part of the Assistance to Firefighters Grants (AFG) and support projects that enhance the safety of the public and firefighters from fire and related hazards. The primary goal is to reduce injury and prevent death among high-risk populations. In 2005, Congress reauthorized funding for FP&S and expanded the eligible uses of funds to include Firefighter Safety Research and Development. Reviewing for Windham Township submission.		
ODNR: Nature Works	May 1, 2018	Met with Rootstown to discuss NW grant opportunity. Rootstown plans to apply to NW in May. Reviewing information for Garrettsville; and meeting with Palmyra to discuss NW for upcoming year.	TBD	
Grant Title	Due Date	Grant Opportunities 30-120 Days Out	Amount	
Historic Preservation Tax Credit Program: Round 20	*Historic Documentat-ion, (Part 1 & 2) Feb. 28, 2018 *Application /Fee Submission March 30, 2018	The Ohio Historic Preservation Tax Credit Program provides a tax credit in order to leverage the private redevelopment of historic buildings. The program is highly competitive and receives applications bi-annually in March and September. <ul style="list-style-type: none"> ▪ SHPO Pre-App Request Deadline: February 1, 2018 ▪ Intent to Apply and SHPO Pre-Application Meeting Deadline: Feb. 15, 2018 	TBD	
Johanna Favrot Fund and the Cynthia Woods Mitchell Fund	March 1, 2018	The <u>Johanna Favrot Fund</u> aims to save historic environments in order to foster an appreciation of our nation's diverse cultural heritage and to preserve and revitalize the livability of the nation's communities. The <u>Cynthia Woods Mitchell Fund</u> assists in the preservation, restoration, and interpretation of historic interiors.		
Ohio Clean Diesel School Bus Fund	Due March 1 2018	Ohio public school districts and boards of developmental disabilities; priority given to applications from those in counties not meeting Clean Air Act standards for particulates (PM 2.5).		

		Grant is used to purchase and install pollution controls onto diesel busses of Type A or B, model years 1994-2006 or idle reduction equipment onto diesel school buses any year. Renewable. 5% cash or in-kind match required		
Gund Foundation	March 15 2018	Supports mostly Cuyahoga County, but may support economic development.		
US Department of Health and Human Services Drug Free Communities Support Program	March 29, 2018	Eligibility applicants are community-based coalitions addressing youth substance use that have previously received a DFC grant but experienced a lapse in funding or have concluded the first five-year funding cycle and are applying for a second five-year funding cycle.	\$125,000	
Ohio Public Works Small Government Program	All applicants are required to have a Small Government Engineer's Plan Status Certification Due date is March 30, 2018. Application due May 2018	The Small Government Commission provides grants and loans to villages and townships with populations in the unincorporated areas of less than 5,000 in population. Project applications are selected from those not funded through the District Integrating Committees for funding and are submitted by the Districts to compete on a statewide basis. The Commission meets at least once annually to review and approve the methodology, and to vote on the Program Administrator's recommended slate of projects. Additional meetings are held as necessary. Meetings are held at the offices of the <u>Ohio Water Development Authority</u>	The current annual allocation is \$17.5 million.	
Grant Title	Due Date	Ongoing Grant Opportunities	Amount	
Ohio Humanities: Tourism Planning Grant and Media Planning	1 st business day of each month	When humanities perspective is integrated from a project's inception, this provides coherence throughout the planning, implementation, and later evolutions of a cultural and heritage tourism initiative. Using Ohio Humanities grants, local community organizations have developed exhibits, walking and driving tours, digital tools, and lively historical experiences	Up to \$2K; implementation grants up to \$20K	
Ohio Development Services Agency: New Horizons Fair Housing Assistance Program	Rolling application	Reviewing grant application for Fair Housing and discussing project opportunities. The New Horizons Fair Housing Assistance Program provides funds to units of local government, or consortia of units of local government, to affirmatively further fair housing and eliminate impediments to fair housing.	Up to \$15K; \$5K for each additional jurisdiction for max of \$30K	
Alternative Fuel Vehicle Conversion Program	Ongoing as applications are deemed	Ohio General Assembly in June 2016 created a new Alternative Fuel Vehicle Conversion Grant program and set aside \$5 million to be awarded	Up to \$400,000	

	eligible, until all available funds have been allocated.	for converting or replacing diesel- and gasoline-powered large vehicles to run on alternative fuels. Grants would reimburse business owners of large diesel or gasoline vehicles weighing 26,000 pounds or more (class 7 and 8) for a portion of the cost of replacing or converting the vehicle to run on compressed natural gas (CNG), liquefied natural gas (LNG) or propane autogas (LPG), including bi-fueled or dual-fueled trucks that can run on both an alternative fuel and on gasoline or diesel fuel. Grants can also cover the cost of converting one or more eligible traditional fuel vehicles into alternative fuel vehicles. This is a reimbursement program and applicants must provide their own funding to cover expenses as they are incurred.		
USDA Community Facilities Grant and Loan	Ongoing	Provides affordable funding to develop essential community facilities in rural areas		
Economic Development Administration (EDA) U.S. Department of Commerce FY2016-2019 Planning Program and Local Technical Assistance Program	Ongoing	Through its Planning and Local Technical Assistance programs, EDA assists eligible recipients in developing economic development plans and studies designed to build capacity and guide the economic prosperity and resiliency of an area or region. The Planning program helps support organizations, including District Organizations, Indian Tribes, and other eligible recipients, with Short Term and State Planning investments designed to guide the eventual creation and retention of high-quality jobs, particularly for the unemployed and underemployed in the Nation's most economically distressed regions. Applications are accepted on a continuing basis and processed as received. This Planning and Local Technical Assistance opportunity will remain in effect until superseded by a future announcement.	\$300,000 ceiling	
Rural Energy for America Program Renewable Energy Systems & Energy Efficiency Improvement Loans & Grants in Ohio	Ongoing	Provides guaranteed loan financing and grant funding to agricultural producers and rural small businesses to purchase or install renewable energy systems or make energy efficiency improvements.	\$20,000 or less and up to \$500,000	

Economic Development Administration (EDA) U.S. Department of Commerce	Ongoing	The Economic Development Administration's (EDA's) mission is to lead the Federal economic development agenda by promoting innovation and competitiveness, preparing American regions for economic growth and success in the worldwide economy. EDA fulfills this mission through strategic investments and partnerships that create the regional economic ecosystems required to foster globally competitive regions throughout the United States.	\$3,000,000 ceiling; \$100,000 floor	
Walgreens Community Grant Program	Ongoing	Areas of need and focus include: access to health and wellness in communities; pharmacy education and mentoring initiatives; civic and community outreach; emergency and disaster relief.	\$10,000	
Dominion Foundation	Monthly	The Dominion Foundation supports nonprofit organizations dedicated to improving the economic, physical, and social health of the communities served by Dominion's companies. The Foundation focuses its grant making in 5 general categories: <u>health and human services</u> , including hunger/homeless issues and youth and senior services; <u>education</u> , including K-12 education; <u>culture and the arts</u> , including visual arts, music, theater, dance, libraries, parks, public broadcasting, and museums; <u>civic and community development</u> ; and, <u>the environment</u> , including environmental education. The primary interest of the Foundation is to support programs. Support of capital campaigns is limited & provided on an exceptional basis.	\$1,000- \$15,000	
ODNR Division of Forestry: Dry Fire Hydrant Grant Program	No deadline; funds are available annually	The Ohio Department of Forestry Grant Program is focused on improving wildfire protection and fire department preparedness by providing funding assistance for dry hydrant installation.	\$2,250	
Grant Title	Due Date	Grants To Review Again in 2018	Amount	Adm. Revenue
The Ohio Department of Public Safety Division of Emergency Medical Services	April 1, 2018	Priority applications are for training of personnel and purchase of equipment; priority for paramedic training programs and those seeking accreditation. The EMS grant award year begins on July 1 and runs through June 30. There are six types of grants (Priorities 1 - 6) available. The amount awarded for each priority is determined by the State Board of Emergency Medical, Fire, and Transportation Services and by the amount of funds available during the award year. Grant applications are available by February 1st		

SFY 2018-2019 EMS Priority One and Supplemental Grants	April 1, 2018	The Ohio Department of Public Safety, Division of EMS, has released the SFY 2018-2019 EMS Priority One & Supplemental Grant Applications.		
Ohio Emergency Medical Services: Board Priorities and Economic Hardship	April 1, 2018	The Division of EMS administers the Board Priority and Economic Hardship Grants Program under the direction of the State Board of Emergency Medical Fire, and Transportation Services, for the improvement and enhancement of EMS patient care in Ohio. Funding for the EMS grants program comes from fines levied in the State of Ohio for seatbelt violations.		
Ohio Emergency Medical Services: Training and Equipment Grants	April 1, 2018	The purpose of the State Board of Emergency Medical, Fire, and Transportation Services Grant Program, administered by the Ohio Department of Public Safety, Division of Emergency Medical Services, is to improve and enhance EMS and trauma patient care in Ohio through the provision of grant funding for equipment, training, and research. The funding source for the grant program is fines levied in the State of Ohio for seat belt violations.		
Ohio Emergency Medical Services: Research Grants	April 1, 2018	The purpose of the State Board of Emergency Medical, Fire, and Transportation Services Grant Program, administered by the Ohio Department of Public Safety, Division of Emergency Medical Services, is to improve and enhance EMS and trauma patient care in Ohio through the provision of grant funding for equipment, training, and research. The funding source for the grant program is fines levied in the State of Ohio for seat belt violations.		
Ohio Environmental Science and Engineering Scholarships	April 15, 2018	FT students majoring in environmental science, environmental engineering or related fields at Ohio colleges/universities can apply. Administered by the Ohio Academy of Science.	\$1250 for students in second year of 2 yr. program; \$2,500 for students in 4/5 th years.	
National Endowment for the Arts: Challenge America	April 2018 Submit SF-424 to Grants.gov Apr. to May	The Challenge America category offers support primarily to small and mid-sized organizations for projects that extend the reach of the arts to underserved populations – those whose opportunities to experience the arts are limited by geography, ethnicity, economics, or disability. Grants are available for professional arts programming and for projects that emphasize the potential of the arts in community development.	\$10,000	

	4, 2018 Full Submission	This category encourages and supports the following two objectives: Engagement: Engaging the public with diverse and excellent art. Livability: The strengthening of communities through the arts.		
Ohio Humanities: Quarterly Grants	Draft due May 2018 Proposal due June 2018	Ohio Humanities has 2 special funding opportunities available at all times: 1) Towards A Beautiful Ohio: Ohio Humanities is a 3 year initiative focusing on the environment. As part of this initiative, they seek to strategically invest in public conversations that address environmental issues from a humanities perspective. 2) Humanities and the Experience of War: Standing Tall In recognition of the importance of the humanities both in helping Americans to understand the experiences of service members and in assisting veterans as they return to civilian life	\$2,001- 5,000	
Ohio Public Works Commission Small Government Program (SGP) Emergency Program (EP) Local Transportation Program (LTP)	May 2018 meeting	OPWC administer the State Capital Improvement Program. Through the State Capital Improvement Program (SCIP) the State uses its general revenues as debt support to issue general obligation bonds up to \$175 million in fiscal years 2017 to 2021 and \$200 million in fiscal years 2022 to 2026. Eligible applicants are counties, cities, villages, townships, and water and sanitary districts. Eligible projects are for improvements to roads, bridges, culverts, water supply systems, wastewater systems, storm water collection systems, and solid waste disposal facilities. Funding is provided through grants, loans, and loan assistance or local debt support. Grants are available for up to 90% of the total project costs for repair/replacement, and up to 50% for new/expansion. Loans can be provided for up to 100% of the project costs. Grant/loan combinations are also available. There is no minimum or maximum loan amount.	Up to \$175 million for all programs \$17.5 million for SGP \$3.5 million for EP \$65 million for LTP	
Preservation Assistance Grants or Smaller Institutions	May 2, 2018	Help small and mid-sized institutions—such as libraries, museums, historical societies, archival repositories, cultural organizations, town and county records offices, and colleges and universities—improve their ability to preserve and care for their significant humanities collections. These may include special collections of books and journals, archives and manuscripts, prints and photographs, moving images, sound recordings, architectural and cartographic records, decorative and fine art objects, textiles, archaeological and ethnographic artifacts, furniture, historical objects, and digital materials. Applicants must draw on the knowledge of consultants whose preservation skills and experiences are related to		

		the types of collections and the nature of the activities on which their projects focus. Within the conservation field, for example, conservators usually specialize in the care of specific types of collections, such as objects, paper, or paintings.		
Lake Erie Protection Fund	May 2018	Small grants for research and on the ground projects aimed at protecting, preserving, and restoring Lake Erie or its tributary watersheds in Ohio. Focuses on projects that lead to better management decisions for both environmental protection and economic development. Special grant projects considered. Support through donations or license plate.	\$15,000 available	
Development Services Agency-Alternative Fuel transportation Program	May 2018 Written questions and LOI	The ODSA seeks to encourage and promote the deployment of alternative fuels infrastructure and use of alternative fuels throughout Ohio	\$2,925,000 available to state	
Gar Foundation	May 1, 2018 New applicants must submit LOI	GAR favors applicants, programs, and projects which: benefit Summit County, <u>Ohio organizations, residents, programs, and projects</u> ; advance strategies in the areas of education, basic needs and independence, civic enhancement, and arts and culture; demonstrate the likelihood of success in attracting financial support from other sources; communicate and cooperate with other projects, programs, and organizations pursuing similar goals; demonstrate measurable outcomes	\$5,000 plus	
FEMA: State Homeland Security Program Grants (HSGP)	June 2018 Anticipated due date	The purpose of HSGP is to support state, local and tribal efforts to prevent terrorism and other catastrophic events and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States. References to these priorities can be found throughout this document.		
FEMA: State Homeland Security Program Grants SHSP	June 2018	The SHSP assists state, tribal and local preparedness activities that address high-priority preparedness gaps across all core capabilities and mission areas where a nexus to terrorism exists. SHSP supports the implementation of risk driven, capabilities-based approaches to address capability targets set in urban area, state, and regional Threat and Hazard Identification and Risk Assessments (THIRAs). The capability targets are established during the THIRA process, and assessed in the State Preparedness Report (SPR) and inform planning, organization, equipment, training, and exercise needs to prevent, protect against, mitigate, respond to, and recover from		

		acts of terrorism and other catastrophic events.		
NEH- Common Heritage	June 1, 2018	America's cultural heritage is preserved not only in libraries, museums, archives, and other community organizations, but also in all of our homes, family histories, and life stories. The Common Heritage program aims to capture this vitally important part of our country's heritage and preserve it for future generations. Common Heritage will support both the digitization of cultural heritage materials and the organization of public programming at community events that explore these materials as a window on a community's history and culture. NEH especially welcomes applications from small and medium-sized institutions that have not previously received NEH support	\$20,000 Max	
NEH: Division of Public Programs, Digital Projects for the Public	June 2018	Digital Projects for the Public-grants support projects that significantly contribute to the public's engagement with the humanities. Digital platforms—such as websites, mobile applications and tours, interactive touch screens and kiosks, games, and virtual environments—can reach diverse audiences and bring the humanities to life for the American people. The program offers three levels of support for digital projects: grants for Discovery projects (early-stage planning work), Prototyping projects (proof-of-concept development work), and Production projects (end-stage production and distribution work). While projects can take many forms, shapes, and sizes, your request should be for an exclusively digital project or for a digital component of a larger project.	between \$30,000-\$100,000	
Cops-community-policing-development-2017	June 2018	USDOJ-COPS-This solicitation is open to all public governmental agencies, profit and nonprofit institutions, institutions of higher education, community groups and faith-based organizations. Proposals should be responsive to the topic selected, significantly advance the field of community policing, and demonstrate an understanding of community policing as it pertains to the application topic. Applications that represent partnerships between law enforcement agencies and institution of higher education and nonprofit institutions are encouraged. Except where otherwise indicated, initiatives that primarily or solely benefit one or a limited number of law enforcement agencies or other entities will not be considered for funding.	\$25,000	

Historical Marker Program	July 1, 2018	As part of the Ohio Historical Connection, this program offers support for markers.	\$750	
Ohio Clean Diesel School Bus Fund	LOI DUE July 2018 Proposal due July 2018	Ohio public school districts and boards of developmental disabilities; priority given to applications from those in counties not meeting Clean Air Act standards for particulates (PM 2.5). Grant is used to purchase and install pollution controls onto diesel busses of Type A or B, model years 1994-2006 or idle reduction equipment onto diesel school buses any year. Renewable. 5% cash or in-kind match required	\$300,000-\$475,000	
Gund Foundation	July 15 2018	Supports mostly Cuyahoga County, but may support economic development.		
COPS-HIRING-PROGRAM-APPLICATION-2017	July 2018	USDOJ-COPS-The COPS Hiring Program (CHP) is an open solicitation. All state, local, and tribal law enforcement agencies that have primary law enforcement authority are eligible to apply. CHP applicants must have a police department that is operational as of July 10, 2017, which is the close of this application, or receive services through a new or existing contract for law enforcement service. If funds under this program are to be used as part of a written contracting agreement for law enforcement services (e.g., a town that contracts with a neighboring sheriff's department to receive services), the agency wishing to receive law enforcement services must be the legal applicant in this application	\$3,125,000 available	
COPS-AHTF-APPLICATION-2017	July 2018	USDOJ-COPS-This solicitation is being announced as an open competition targeted at state law enforcement agencies authorized by law or by a state agency to engage in or to supervise anti-heroin investigative activities. Funding is limited and this solicitation is expected to be very competitive. Strong applications should demonstrate a multijurisdictional reach and participation in interdisciplinary team structures (i.e., task forces). Strong applications should also include multi-year state level primary treatment admissions data for heroin and other opioids to support their proposal. The goals for this program are to increase efforts to investigate illicit activities related to the distribution of heroin or unlawful distribution of prescription opioids, or unlawful heroin and prescription opioid traffickers through statewide collaboration. The COPS Office reserves the right to limit awards to one per state at the time of award announcement.	\$1,500,000	

Ohio Humanities: General Grant	July 2018	Cultural program with clear focus on humanities Cultural programs involving humanities professionals Cultural Programs with public benefit Cultural Programs with balanced views Any project over \$2K must have outside evaluator; all grants are a dollar for dollar match	Max \$20,000	
Water Resource Restoration Sponsor program (WRRSP)	Deadline of July 31, for the up- coming pro- gram year, which begins January 1.	Reviewing this grant details for eligibility of the Hills Pond Dam Project for the Commissioners. The Water Resource Restoration Sponsor Program (WRRSP) was created to counter the loss of ecological function and biological diversity that jeopardizes the health of Ohio's water resources. This program funds both preservation and restoration of aquatic habitat to accomplish this goal. The WRRSP relies on having a sponsoring wastewater loan from the Water Pollution Control Loan Fund (WPCLF).	\$1,621,296	
Lake Erie Protection Fund	Quarterly Aug, Oct, Feb	Small grants for research and on the ground projects aimed at protecting, preserving, and restoring Lake Erie or its tributary watersheds in Ohio. Focuses on projects that lead to better management decisions for both environmental protection and economic development. Special grant projects considered. Support through donations or license plate.	\$15,000 available	
Ohio Civil Justice Grants	August 2018	The Supreme Court of Ohio is pleased to announce the availability of grant funds to support local court technology projects. The funds will be used to address a variety of issues and situations where the lack of sufficient technology is a barrier to the efficient and effective administration of justice. Any court of appeals, common pleas court (or any division therein), municipal court, or county court is eligible to apply.		
Portage Foundation	August 2018	For community projects throughout Portage County. Looking at grant for Main Street Ravenna	\$2000	
Water Pollution Control Loan Fund (WPCLF)	Need to reapply August 2018	Below market interest rate loans are awarded to eligible applicants for planning, design, and construction of wastewater treatment facilities and sewer systems. The standard below market interest rate is established monthly, and is 1.25% below the general obligation bond index rate. The program also offers a small community interest rate, as well as hardship interest rates of 0% and 1%. There are currently no minimum or maximum loan amounts. Approximately \$500 million is loaned out each year	\$1,621,296	
Diesel Emissions Reduction Grant	September 2018	Public and private sector diesel fleets (motor vehicle, marine, locomotive and highway construction equipment) that are eligible under	10 million annually with up to	

		the Federal Highway Congestion Mitigation and Air Quality (CMAQ) program and located in a. Private sector fleets must apply through a public sector partner. Administered jointly with Ohio Depart. Transportation.	\$350,000 given per grant	
Clean Water Act Section 319	September 2018	Local governments, nonprofit organizations, watershed groups and SWCDs and local parks can conduct stream restoration and nonpoint source pollution management projects. 20% total project cost are required to be provided as local match. About 2 million available annually	Between \$300,000-\$400,000	
Ohio Department of Transportation and Ohio EPA -- Diesel Emission Reduction Grant (DERG)	September 2018	Supports proposals from public sector and private sector (with a public sponsor) diesel fleets that will undertake vehicle/equipment replacement, repower, or retrofit for the purpose of emissions reduction in eligible Ohio counties. Fleets may also apply for idle reduction equipment		
Ohio Humanities: Quarterly Grants	September 2018	Ohio Humanities has 2 special funding opportunities available at all times: 1) Towards A Beautiful Ohio: Ohio Humanities is a 3 year initiative focusing on the environment. As part of this initiative, they seek to strategically invest in public conversations that address environmental issues from a humanities perspective. 2) Humanities and the Experience of War: Standing Tall In recognition of the importance of the humanities both in helping Americans to understand the experiences of service members and in assisting veterans as they return to civilian life.	\$2,001-5,000	
Ohio Humanities	September 2018	As a part of its current initiative, Standing Together: The Humanities and the Experience of War, the National Endowment for the Humanities offers a new grant opportunity: the Dialogues on the Experience of War program. The program supports the study and discussion of important humanities sources about war, in the belief that these sources can help U.S. military veterans and others to think more deeply about the issues raised by war and military service. The humanities sources can be drawn from history, philosophy, literature, and film—and they may and should be supplemented by testimonials from those who have served. The discussions are intended to promote serious exploration of important questions about the nature of duty, heroism, suffering, loyalty, and patriotism The discussion groups can take place on college and university campuses, in veterans' centers, at public libraries and museums, and at other community venues. Most of the participants in the discussion groups should be military veterans; others, such as men	Up to \$100,000 which includes support for recruitment and training of facilitator	

		and women in active service, military families, and interested members of the public, may participate as well.		
<p>National Endowment for the Arts:</p> <p>OUR TOWN Grant</p> <p>Projects that Build Knowledge About Creative Placemaking and Arts Engagement, Cultural Planning, and Design Projects</p>	September 2018	<p>Grant Program Description - This area of Our Town funding is to build and disseminate creative place making knowledge more broadly. These projects can be carried out by arts service or design service organizations, and/or other national or regional membership or university-based organizations that provide technical assistance to those doing place-based work, to expand the knowledge base about creative place making to their members and the field. These projects should expand the capacity of artists and arts organizations to be more effective entrepreneurs and to work more effectively with economic and community development practitioners, and vice versa, to improve the livability of the communities and create opportunities for all</p>	Between \$25,000-100,000 matching	
Ohio Clean Diesel School Bus Fund	Due October 1 2018	Ohio public school districts and boards of developmental disabilities; priority given to applications from those in counties not meeting Clean Air Act standards for particulates (PM 2.5). Grant is used to purchase and install pollution controls onto diesel busses of Type A or B, model years 1994-2006 or idle reduction equipment onto diesel school buses any year. Renewable. 5% cash or in-kind match required	Ohio Clean Diesel School Bus Fund	Due March 1 2018
Office of Criminal Justice Services (OCJS) Justice Assistance Grant Law Enforcement (JAGLE)	October 2018	Justice Assistance Grants for Law Enforcement for hiring, training, and employing law enforcement officers and support staff on regular basis, paying overtime for the above, and procuring equipment and technology.	Up to \$20,000	
State Farm Insurance	October 2018	We make it our business to be like a good neighbor, helping to build safer, stronger and smarter communities across the United States. Through our company grants, we focus on three areas: safety, education, and community development.	\$5,000 and up	
Ohio Emergency Management Performance Grant Agency	November 2018	The purpose of the Emergency Management Performance Grant (EMPG) Program is to provide federal funds to states to assist state, local, territorial, and tribal governments in preparing for all hazards, as authorized by Section 662 of the Post Katrina Emergency Management Reform Act (6 U.S.C. § 762) and the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. §§ 5121 et seq.).		

National endowment for the Humanities: Dialogues on the Experience of War	November 2018	The program supports the study and discussion of important humanities sources about war, in the belief that these sources can help U.S. military veterans and others think more deeply about the issues raised by war and military service. Although the program is primarily designed to reach military veterans, men and women in active service, military families, and interested members of the public may also participate.	Up to \$100,000	
Gund Foundation	Nov 15 2018	Supports mostly Cuyahoga County, but may support economic development.		
Robert Wood Johnson Foundations	Nov. 2018	The Robert Wood Johnson Foundation (RWJF) Culture of Health Prize (the Prize) recognizes communities that have placed a priority on health and are creating powerful partnerships and deep commitments that will enable everyone, especially those facing the greatest barriers to good health, the opportunity to live well. A Culture of Health recognizes that health and well-being are greatly influenced by where we live, learn, work, and play; the safety of our surroundings; and the relationships we have in our families and communities. The Prize elevates the compelling stories of local leaders and community members who together are transforming neighborhoods, schools, businesses, and more—so that better health flourishes everywhere.	\$25,000	
Capital Planning Grants	Nov. 2018	Preparing capital grant ideas from local government (Commissioners) that can be reviewed for the upcoming next 2 years state budgeting process. Requires 6 year planning document.		
MARCS (Multi-Agency Radio Communication System)	Nov. 2018	Working with Windham Township to determine if the MARCS grant is going to be applied for by deadline. MARCS is dedicated to providing Ohio's first responders and public safety providers with state-of-the-art wireless digital communications, and to promote interoperability, in order to save lives and maximize effectiveness in both normal operations and emergency situations.		
National Institute of Food and Agriculture-Community Food Projects Competitive Grant Program (CFPCGP)	December 2018	CFP intends to solicit applications and fund two types of grants. The types are entitled (1) Community Food Projects (CFP) and (2) Planning Projects (PP). The primary goals of the CFP are to: Meet the food needs of low-income individuals through food distribution, community outreach to assist in participation in Federally assisted nutrition programs, or improving access to food as part of a comprehensive service; Increase the self-	\$8,640,000 is available	

		reliance of communities in providing for the food needs of the communities; Promote comprehensive responses to local food access, farm, and nutrition issues; and Meet specific state, local or neighborhood food and agricultural needs including needs relating to: Equipment necessary for the efficient operation of a project; Planning for long-term solutions; or The creation of innovative marketing activities that mutually benefit agricultural producers and low-income consumers.		
Food Insecurity Nutrition Incentive (FINI)	December 2018	Grant program supports project that increased the purchase of fruits and vegetables among low-income consumers participating in the supplemental Nutrition Assistance Program (SNAP) by providing incentives at the point of purchase.	21 million available	
Office of Criminal Justice Services (OCJS)	Dec. 2018	Family Violence Prevention and Services grants funds projects that assist units of local government develop and strengthen effective law enforcement and prosecution strategies and services to combat crimes against women.		
Ohio Environmental Education Fund	Electronic LOI due January 9; Applications due January 17, 2019	Local subdivisions of government, local schools, and school boards, non-profit organizations, for profit- organizations, and state agencies can apply for mini grants and general grants. Education projects targeting pre-school through university students and teachers, the general public, and the regulated community. 10% cash or in-kind match required.	\$500	
Public Humanities Grants	January 2019	Public Humanities Projects grants support projects that bring the ideas and insights of the humanities to life for general audiences. Projects must engage humanities scholarship to analyze significant themes in disciplines such as history, literature, ethics, and art, or to address challenging issues in contemporary life. NEH encourages projects that involve members of the public in collaboration with humanities scholars or that invite contributions from the community in the development and delivery of humanities programming. This grant program supports a variety of forms of audience engagement.	Planning grants up to \$40,000 Implementations grants \$50,000-\$400,000	

National Endowment for Humanities: Creating Humanities Communities	Feb, 2019	The Creating Humanities Communities program provides matching grants to help stimulate and proliferate meaningful humanities activities in states and U.S. territories underserved by NEH's grant making divisions and offices. Grantees will use the funds to establish and undertake new humanities program		
OCJS: Ohio Drug Law Enforcement Fund Grant	January 2019	The Ohio Drug Law Enforcement Fund will provide funding to defray expenses that a drug task force organization incurs in performing its functions related to the enforcement of the State's drug laws and other state laws related to illegal drug activity. Each applicant will need to demonstrate how their application meets the stated purpose of the fund.		
Distance Learning and Telemedicine Grant Program	TBD	Through The US Department of Agriculture, the Distance Learning and Telemedicine program helps rural communities use the unique capabilities of telecommunications to connect to each other and to the world, overcoming the effects of remoteness and low population density. For example, this program can link teachers and medical service providers in one area to students and patients in another.		
ODNR Division of Forestry: 2017 Volunteer Fire Assistance Grant	January 15, 2018	The U.S. Department of Agriculture, Forest Service, through the Cooperative Forestry Assistance Act, has allocated funds to Ohio for the Volunteer Fire Assistance (VFA) Grant Program. These funds will be distributed to fire protection agencies on the basis of the Act and the federal guidelines. The grants are 50/50 matching reimbursement grants. This means a fire department that receives a grant must purchase the equipment prior to receiving reimbursement for 50% of the total project amount.	Up to \$10K	
Ohio Public Works Commission	Through Jan. 26, 2018 at 4:00 P.M.	The OPWC provides financing for local public infrastructure improvements through both the State Capital Improvement Program (SCIP) and the Local Transportation Improvement Program (LTIP). SCIP is a grant/loan program for roads, bridges, water supply, wastewater treatment, storm water collection, and solid waste disposal. LTIP is a grant program for roads and bridges only.		
ODNR: Clean Ohio Trails Fund	February 2019	The Clean Ohio Trails Fund works to improve outdoor recreational opportunities for Ohioans by funding trails for outdoor pursuits of all kinds. Local governments, park and joint recreation districts, conservancy districts, soil and water conservation districts, and non-profit organizations are eligible. Eligible projects include: Land acquisition for a trail, trail		

		development, trailhead facilities, engineering and design		
Ohio EPA Grants Liter and Prevention Grants: <i>Community Development</i>	February 2019	Community Development Grants allow Ohio communities to support and expand community recycling and litter prevention efforts. Grants provide funding for equipment to support recycling collection and materials processing. Those eligible to apply include municipal corporations, counties, townships, villages, state colleges or universities, solid waste management districts and authorities, park districts, health districts, statewide recycling and litter prevention trade associations, non-profit organizations and state agencies. The grant requires 50 percent matching funds to be available and spent on the approved project. The grant period is 12 months in duration	\$3,000-\$250,000	
Ohio EPA Grants Ohio EPA Grants Liter and Prevention Grants: : <i>Liter Management</i>	February 2019	Litter Management Grants allow Ohio communities, local government agencies and non-profit organizations to support litter and tire amnesty collection projects. Additionally, grant funding is available to support Keep Ohio beautiful (KOB) Communities and KOB activities. Grant proposals must include an actual clean-up activity to take place on public land or public waterways. The applicant must include a commitment to provide 10 percent matching funds. The grant period is 12 months in duration.	Grants are provided from \$500 to up to \$90,000	
Ohio EPA Grants Liter and Prevent Grants: <i>Scrap Tire Grants</i>	February 2019	Scrap Tire Grants provide financial assistance to Ohio's businesses, communities and non-profit organizations to convert manufacturing operations to accept scrap tire material, expand tire processing operations or utilize scrap tire material in civil engineering construction projects or manufactured products. Businesses or non-profit organizations must secure a local government sponsor to serve as the grant applicant. Applicants must commit to providing 100 percent matching funds. The grant has a maximum duration of 24 months.	Grants are provided from \$350,000-\$200,000	
Ohio EPA Grants Liter and Prevention Grants: <i>Recycling Market Development Grants</i>	February 2019	Market Development Grants are offered to Ohio businesses and non-profit organizations that propose to create equipment infrastructure for successful markets of recyclable materials and related products. Applicants must be sponsored by an eligible governmental agency who will serve as the grant applicant and a pass-through agency for documenting and receiving funds. The applicant must include a commitment to provide 100 percent matching funds. The grant has a	\$250,000 awarded per project category	

		maximum duration of 24 months.		
NEA Art Works-Design	SF-424 due Feb. 15, 2018 Proposal due Feb 20-27, 2018	Reviewing form for RPC for submission of the planning, development, printing of Architectural guidelines for Portage County	\$10,000-\$100,000 matching funds	
Certified Local Government Grant	Feb. 12, 2018	CLG grants can be used to fund a wide variety of projects with a Historic Preservation goal. These include projects that: Strengthen Local Preservation: Train CLG program staff and/or commission members; Update your local historic preservation plan; Develop or update design guidelines; Create or revise the web site for your community's historic preservation programs; Collaborate with other CLGs on common preservation issues. Protect and Preserve Cultural Resources: Conduct "how-to" workshops for home owners/contractors in your historic district.' Identify and record historic properties in your community; Complete a feasibility study for a National Register-listed or eligible building to determine reuse possibilities; Develop drawings and specifications for rehabilitation of a National Register-listed property; Restore or rehabilitate a National Register-listed property in your community. Promote Economic Development: Develop a local context document to guide and evaluate development; Nominate an eligible property to the National Register of Historic Places or to your local landmarks register for historic preservation tax credit eligibility; Develop heritage tourism programs.		
CLG Grant-Ohio Historic Preservation Tax Credit Round 19	Pre-Application Meeting Deadline: February 15, 2018; Historic Documentation Deadline: Feb. 28, 2018	The Ohio Historic Preservation Tax Credit Program provides a tax credit in order to leverage the private redevelopment of historic buildings. The program is highly competitive and receives applications bi-annually in March and September. Application/Fee Sub-mission Deadline: March 30, 2018		None

CDBG REPORT
February, 2018
Work Through January, 2018

2015 COMMUNITY DEVELOPMENT ALLOCATION GRANT - \$304,000 - (September 1, 2015 – October 31, 2017)

Neighborhood Facility/Community Center – Mantua Township Elevator – \$75,000

The Mantua Restoration Society, Inc. mission is to seek and develop funding to preserve historic buildings and sites in order for them to be vibrant, integral parts of Township government and civic life.

The 2-1/2 story building located at 11741 Mantua Center Road (formerly the Mantua Center School) was constructed in 1914 and was recently placed on the National Register of Historic Places. The building is currently being occupied by the Township Zoning Inspector and the Fiscal Officer. The annex portion (former gym/cafeteria) of the building is rented out almost every night to agencies/organizations.

At this time, persons who rely on wheelchairs to get around are only able to access the annex portion of the building. Funds are being requested to remove the barriers that exist for elderly and handicapped individuals that prevent them from entering the Mantua Township Administration and the Community Building's main building. In an effort to remove the barriers to the elderly and handicapped individuals in the Mantua Township Community, funds will be used to place an elevator in the building, which would provide access to all floors. By removing the barriers to all of the levels of the historic building the entire community can use it and it would be more attractive too for profit and non-profit entities that are looking for a place to set up their business.

The total cost based on Davis Bacon Prevailing Wages is estimated at \$130,000. Mantua Township Trustees, Mantua Restoration Society, Inc. has agreed to leverage \$55,000 of their funds to complete the project.

Installation of the elevator has been completed by Canton Elevator; however, there is an issue with the elevator ceiling clearance. An adjudication may need to be applied for by the Township for the elevator ceiling clearance. The electrical work is nearing completion. The Township will need to purchase and install the air conditioning unit in the machine room and replace the flooring. Once all issues are addressed and the lobby is completed the State will be contacted to complete the inspection.

Neighborhood Facility/Community Center – Franklin Township Hall ADA - \$35,000

Franklin Township took ownership of the building (formerly the Franklin Silk Company) located at 218 Gougler Avenue, Kent in 1840. The building has been the site of the township government since that time. The building was placed on the National Register of Historic Places in 1975.

The meeting room is nearly the entire second floor of the building and is accessible only by a spiral staircase or the fire escape on the outside of the building. Unfortunately, this makes the meeting room inaccessible to the elderly or handicapped. For this reason, meetings are held in a small conference

room downstairs that only holds about 20 chairs for citizens or interested parties. This is rarely enough and people must stand in the hallway outside of the room and try to hear what is going on in the meeting.

The Zoning Commission, the Board of Zoning Appeals as well as the Board of Trustees meet for major concerns several times each month. Although the building is located in the City of Kent, the meetings are attended by the residents who live in Franklin Township. The Zoning Commission, Board of Zoning Appeals and Trustees meetings all have a large audience of interested senior citizens that are interested in the township happenings and many cannot attend because there is not enough room.

In an effort to remove the barriers to the elderly and handicapped individuals, funds will be used to place a lift type of elevator in the downstairs corner by the parking lot in order to not disturb the historical status of the building.

The total cost based on Davis Bacon Prevailing Wages is estimated at \$73,000. Franklin Township Trustees has agreed to leverage \$38,000 of their funds to complete the project. **WORK COMPLETED**

Historic Preservation/Phoenix II Roof Replacement - \$44,200

The second phase (111 & 113 East Main Street) of the Phoenix Building is estimated to cost 1.3 million dollars. Interior work including the construction of six new apartments on two floors cannot move forward until the 6,000 square foot roof has been replaced. The roof has been found to be structurally unsound. Some temporary patches have been applied to address major leaks, but are not expected to hold for long. Even with treatment, water filtration is affecting the interior spaces.

The total cost based on Davis Bacon Prevailing Wages is estimated at \$133,963. Coleman Professional Services has agreed to leverage \$89,963 of their funds to complete the project. **WORK COMPLETED**

Parks and Recreation Facilities/McElrath Neighborhood Ballfield - \$39,000

The McElrath Improvement Corporation (MIC) has been in existence for over 40 years with the mission to improve the living conditions and to expand economic opportunities in the McElrath Community. Over the years MIC has been involved with countless projects and activities to assist McElrath residents and improve the neighborhood image.

In 2002-2003, with assistance of the Portage County Commissioners, Leadership Portage County, Community Action Council, the Baseball Tomorrow Fund and others MIC was able to build neighborhood baseball fields for use by all residents on property located at 3770 Richardson Street owned by or donated by to MIC for such uses. Since that time using volunteers and community organizations, MIC has struggled to maintain the concession stands and baseball fields so that they can be utilized to the maximum capacity.

All funding is generated by small fundraisers, revenues from concession stand sales and donations from the community.

Funding is requested to make needed repairs to the concession stands and restrooms and to repair the actual baseball fields through the purchase of screened top soil.

The total cost based on Davis Bacon Prevailing Wages is estimated at \$39,000. **WORK COMPLETED**

Parking Facilities/Garrettsville Parking Lot - \$50,000

A fire in the historical, commercial district of the Village of Garrettsville destroyed an entire block of buildings on March 22, 2014. The fire has left the entire block in rubble creating a blight to the area. Thirteen businesses were displaced by the fire and more than 15 other businesses in the Village are believed to have been harmed from the decrease in customer traffic.

Funds are being requested to remove and pave the existing parking lot and to create an entrance to the parking lot located parallel to Main Street in the historic, commercial district in the Village of Garrettsville in order to eliminate a blight to the area to benefit 1,410 persons.

The total cost based on Davis Bacon Prevailing Wages is estimated at \$156,688. The Village of Garrettsville has agreed to leverage \$109,688 of their own funds to complete the project.

WORK COMPLETED

Fair Housing - \$7,000

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. **WORK COMPLETED**

Administration and Implementation of the CDBG Grant - \$53,800

Administration and Implementation of the grant includes grant preparation, project management and bidding, completion of reports and day-to-day oversight of the projects.

Final Performance Report is due by December 31, 2017. OCD will be monitoring this grant on January 11, 2018.

2016 COMMUNITY DEVELOPMENT ALLOCATION GRANT - (September 1, 2016 – October 31, 2018)

Neighborhood Facilities/Community Center (Windham Community Center) - \$121,400

The Windham Village Community Center is in need of repairs. The following repairs are proposed:

- Replace the existing failing asphalt roof with a new metal roof system.
- Replace the gutter and downspouts.
- Paint the exterior and replace the existing siding.
- Add 3 new ADA compliant exterior decks for ingress and egress.
- Add new security lighting.

The Community Center is located at 9647 East Center Street and is in an area considered to be 65% Low-Moderate Income.

The total cost based on Davis Bacon Prevailing Wages is estimated at \$121,400.

Construction has started and is nearing completion. Due to the weather a change order is being processed to extend the contractor additional time to complete the work. It is anticipated that all construction will be completed by the end of February, 2018.

Neighborhood Facilities/Community Center (Mantua Center School) - \$36,800

Phase 1 consisted of the purchase and installation of an elevator to remove the barriers to elderly and handicapped individuals using the Mantua Township Administration and Community Building (former Mantua Center School). At this time persons who rely on wheelchairs to get around are only able to access the annex portion of the building.

Phase 2 will construct a slightly inclined walkway that leads from the handicapped accessible parking spots to the elevator as well as an entrance lobby to the elevator. One edge of the walkway will abut the building and other will abut a brick retaining wall. Without the walkway to the elevator, elderly and handicapped individuals will be prevented from entering the Mantua Township Administration and Community Building's main building. The entrance lobby will serve to keep people out of the elements as they are entering or leaving the elevator.

The total cost based on Davis Bacon Prevailing Wages is estimated at \$36,800.

The architect has to put together a punch list of items to be addressed by the contractor. The contractor is addressing the items in the punch list and the architect will do a final walk through once the work is completed.

Neighborhood Facilities/Community Center (Coleman Adult Day Services) - \$26,700

Coleman Adult Day Services has high lighting needs. This helps to ensure safety at the facility, including minimizing the risk of falls for older clients with failing eyesight. Nurses need to be able to read instructions on medication and make careful observations of clients.

CDBG funds will be used to replace 215 lights of 21 different types located throughout the building, exterior walkways and parking. The Adult Day Services is located at 6695 North Chestnut Street in the City of Ravenna. Replacement of both incandescent and fluorescent lighting with LED lighting can greatly reduce both electricity bills and a buildings carbon footprint.

The request would serve a population comprised of approximately 130 adults with physical, cognitive or development disabilities and their care givers annually.

The total cost based on Davis Bacon Prevailing Wages is estimated at \$26,735.

The specifications are being prepared for the RFP.

Public Facilities - \$63,100 + the City of Ravenna will contribute \$6,816

CDBG funds will be used to provide ADA handicap accessibility in LMI residential areas by installing and upgrading 45 curb ramps and 2073 linear feet of sidewalk to ADA Standards along Highland Avenue to Central Avenue as well as along Prospect Street to Summit Street in the City of Ravenna.

The project is located in Census Tract 6008, Block Group 3 which is considered to be 54% LMI and will benefit 34 persons.

The total cost based on Davis Bacon Prevailing Wages is estimated at \$69,916. The City of Ravenna will contribute \$6,816. **WORK COMPLETED**

Fair Housing - \$7,000

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 no requests for assistance received in January.

Administration - \$55,000

Administration and Implementation of the grant includes grant preparation, project management and bidding, completion of reports and day-to-day oversight of the projects.

PORTAGE COUNTY RPC
FINANCIAL STATEMENT
January 31, 2018

	Month to Date		Year to Date	
Beginning Cash Balance	\$ 34,861.79	<- JAN 1st-->	\$ 34,861.79	<- Jan. 1st
Total All Receipts	\$ 66,519.85		\$ 66,519.85	
Total All Expenditures	\$ 34,805.92		\$ 34,805.92	
Ending Cash Balance	\$ 66,575.72	<-JAN 31st ->	\$ 66,575.72	

REVENUES	Budget	M-T-D	Y-T-D	Accts Recvble	Balance	% recvd
RPC Membership Dues	230,775.00	61,886.12	61,886.12	5,035.17	168,888.88	27%
Subdivisions	11,000.00	310.00	310.00	-	10,690.00	3%
IGR's	100.00	-	-	-	100.00	0%
Copies/Misc.(community over hrs)	1,000.00	-	-	-	1,000.00	0%
Publications	-	-	-	-	-	0%
Grant (State)	-	-	-	-	-	0%
Rental Income	20,400.00	3,275.00	3,275.00	-	17,125.00	16%
Contracts	4,000.00	718.84	718.84	5,223.16	3,281.16	18%
Contract Portage County	61,500.00	-	-	6,445.48	61,500.00	0%
Annual Contribution	70,000.00	-	-	-	70,000.00	0%
Refund/Reimbursement	2,000.00	329.89	329.89	272.87	1,670.11	16%
Donation	-	-	-	-	-	-
TOTAL REVENUE	400,775.00	66,519.85	66,519.85	16,976.68	334,255.15	17%
January 1, 2018 Unencumbered						
Cash Balance	34,861.79					
TOTAL CERTIFICATE OF RESOURCES	435,636.79					

EXPENDITURES	Budget	M-T-D	Y-T-D	Encumbered	Balance	% expend
3 Salaries	237,760.00	22,017.84	22,017.84	-	215,742.16	9%
3 PERS	38,616.00	3,082.52	3,082.52	-	35,533.48	8%
3 Medicare	3,999.00	305.11	305.11	-	3,693.89	8%
3 Workers Comp	5,517.00	374.31	374.31	-	5,142.69	7%
3 Health Insurance	73,700.00	5,668.59	5,668.59	-	68,031.41	8%
4 Contract Services	2,364.00	200.98	200.98	399.02	1,764.00	25%
4 Travel/Training	3,000.00	8.32	8.32	11.68	2,980.00	1%
4 Dues	590.00	225.00	225.00	85.00	280.00	53%
4 Publications	400.00	-	-	150.00	250.00	38%
4 Utilities	8,350.00	898.22	898.22	1,721.78	5,730.00	31%
4 Advertising	300.00	-	-	100.00	200.00	33%
4 Telephone	1,500.00	-	-	-	1,500.00	0%
4 Postage	1,601.00	-	-	-	1,601.00	0%
4 Repairs	1,500.00	370.00	370.00	630.00	500.00	67%
4 Maint/Custodial Contract	2,600.00	210.00	210.00	440.00	1,950.00	25%
4 Equip/Copier Rental	3,550.00	242.86	242.86	907.14	2,400.00	32%
4 Professional & Technical Services	2,528.00	-	-	-	2,528.00	0%
4 Audit Services	5,000.00	-	-	5,000.00	-	0%
4 Computer Services	1,200.00	-	-	200.00	1,000.00	17%
4 Legal Services	10,000.00	833.37	833.37	-	9,166.63	8%
4 Insurances (Bldg & Bonds)	-	-	-	-	-	0%
5 Supplies	3,500.00	212.73	212.73	387.27	2,900.00	17%
5 Photocopying/Printing	2,200.00	156.07	156.07	143.93	1,900.00	14%
5 Equipment/Software	-	-	-	-	-	0%
5 Furniture	-	-	-	-	-	0%
6 Building Improvements	-	-	-	-	-	0%
7 Refund/Reimbursement	-	-	-	-	-	0%
8 Debt Service (Loan)	-	-	-	-	-	0%
TOTAL 2017 EXPENDITURES	409,775.00	34,805.92	34,805.92	10,175.82	364,793.26	11%
2017 Carryover Encumbrances						
4 Custodial Contract	-	-	-	-	-	0%
Total 2016 Encumbrances	-	-	-	-	-	-
GRAND TOTAL	409,775.00	34,805.92	34,805.92	10,175.82	364,793.26	

CDBG FUNDS
01/31/18

FUND	BEGINNING CASH BALANCE	RECEIPTS	EXPENDITURES	ENDING CASH BALANCE
	-	-	-	-
Formula 2016 Grant (BF-16)	92,714.68	-	-	92,714.68
New Horizons Grant (BD-16)	4,593.96	-	-	4,593.96
TOTAL	97,308.64	-	-	97,308.64

01/31/18

2016 Formula Grant

Activity	Budget	M-T-D Expenditures	Accum Exp	Left to Spend in Grant	M-T-D Draws	Accum Draws	Left to Draw in Grant
BF16 (01) Windham Community Center Rehab	\$ 121,400.00	\$ -	\$ 44,370.58	\$ 77,029.42	\$ -	\$ 121,400.00	\$ -
(02-1) Fair Housing Program (County)	\$ 7,000.00	\$ -	\$ 4,885.95	\$ 2,114.05	\$ -	\$ 7,000.00	\$ -
(02-2) General Administration	\$ 55,000.00	\$ -	\$ 52,076.90	\$ 2,923.10	\$ -	\$ 55,000.00	\$ -
(03) Ravenna City Sidewalk replacement	\$ 63,100.00	\$ -	\$ 55,873.25	\$ 7,226.75	\$ -	\$ 63,100.00	\$ -
(04) Mantua Center School	\$ 36,800.00	\$ -	\$ 28,478.64	\$ 8,321.36	\$ -	\$ 31,900.00	\$ 4,900.00
(05) Coleman Adult Day Svcs. Lights	\$ 26,700.00	\$ -	\$ -	\$ 26,700.00	\$ -	\$ -	\$ 26,700.00
Return to Grantor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 310,000.00	\$ -	\$ 185,685.32	\$ 124,314.68	\$ -	\$ 278,400.00	\$ 31,600.00

Grant Period 09-01-16/10-31-18

2016 New Horizons Grant

BD 16

Activity	Budget	M-T-D Expenditures	Accum Exp	Left to Spend in Grant	M-T-D Draws	Accum Draws	Left to Draw in Grant
(01) Fair Housing Program	\$ 12,800.00	\$ -	\$ 8,578.60	\$ 4,221.40	\$ -	\$ 12,800.00	\$ -
(02) General Administration	\$ 2,200.00	\$ -	\$ 2,200.00	\$ -	\$ -	\$ 2,200.00	\$ -
TOTALS	\$ 15,000.00	\$ -	\$ 10,778.60	\$ 4,221.40	\$ -	\$ 15,000.00	\$ -

Grant Period 10-01-16/09-30-17
Extension granted 01-31-18

LGIP Fund 8520
01/31/18

FUND	BEGINNING CASH BALANCE	RECEIPTS	EXPENDITURES	ENDING CASH BALANCE
LGIP Parks & Rec/Plan	298.69	-	-	298.69
				-
TOTAL	298.69	-	-	298.69

Activity	Budget	M-T-D Expenditures	Accum Exp	Left to Spend in Grant	M-T-D Draws	Accum Draws	Left to Draw in Grant
Administration RPC	\$ 42,000.00	\$ -	\$ 36,489.36	\$ 5,510.64	\$ -	\$ 39,300.00	\$ 2,700.00
Administration Park District	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Copies/Printed Materials	\$ 3,000.00	\$ -	\$ 211.95	\$ 2,788.05	\$ -	\$ 700.00	\$ 2,300.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 50,000.00	\$ -	\$ 36,701.31	\$ 13,298.69	\$ -	\$ 40,000.00	\$ 10,000.00

SBIG
20160609

Grant period 5-19-16/5-19-18

LGIP Fund 1266
01/01/18

FUND	BEGINNING CASH BALANCE	RECEIPTS	EXPENDITURES	ENDING CASH BALANCE
LGIP Marketing/Branding	-	-	-	-
TOTAL	-	-	-	-

Activity	Budget	M-T-D Expenditures	Accum Exp	Left to Spend in Grant	M-T-D Draws	Accum Draws	Left to Draw in Grant
Administration RPC	\$ 22,500.00	\$ -	\$ -	\$ 22,500.00	\$ -	\$ -	\$ 22,500.00
Consulting Contract	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00
Copies/Printed Materials/Prep	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -		\$ -	\$ -	
Totals	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00

SBIG
20170346

Grant period 11-17-16/11-17-18

RESOLUTION

RE: AUTHORIZING ENTERING INTO CONTRACT WITH THE CITY OF RAVENNA FOR FAIR HOUSING SERVICES FOR THE 2017 COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM (CHIP)

It was moved by _____ and seconded by _____ that the following resolution be adopted:

WHEREAS: The City of Ravenna has received 2017 Community Housing Impact and Preservation Program funds; and

WHEREAS: The City of Ravenna has committed funds to provide for fair housing services to meet the Community Housing Impact and Preservation Program objectives,
NOW THEREFORE BE IT;

RESOLVED: That the Portage County Regional Planning Commission authorizes entering into a contract with the City of Ravenna to provide Fair Housing Services as proposed in the 2017 Community Housing Impact and Preservation Program for an amount not to exceed \$4,000.

Upon call of the roll, vote was as follows:

YEAS _____ NAYS _____ ABSTENTIONS _____

I, Secretary of the Regional Planning commission, do hereby certify that the foregoing is a true and correct copy of a resolution of the Portage County Regional Planning Commission duly adopted on February 14, 2018.

Jim DiPaola, Chairman

Todd Peetz, Secretary

RESOLUTION

18-03

RE: Authorization to enter into contract with City of Streetsboro, for the preparation of the City's 2018/19 Master Plan update

It was moved by _____ and seconded by _____ the following Resolution is adopted:

WHEREAS: The City of Streetsboro has determined that the City needs a Master Plan Update to help guide future land use, conservation, transportation and public investment decisions; and

WHEREAS: The Council for the City of Streetsboro has determined by majority vote the RPC should prepare such Master Plan Update and have agreed to appropriate the funds to prepare said Master Plan Update; and

WHEREAS: The City of Streetsboro has committed 150 of their Technical Assistance hours and up to but not exceed \$18,090.80 towards the Master Plan Update; now

WHEREAS: The Portage County Regional Planning Commission desires to enter into a contract with the City of Streetsboro to provide said services for a sum not to exceed \$18,090.80, NOW BE IT

RESOLVED: The Portage County Regional Planning Commission does hereby approve entering into a contract with the City of Streetsboro to provide services as proposed in Attachment A Scope of Work to be completed not to exceed \$18,090.80.

UPON CALL FOR VOTE BY JIM DIPAOLO THE VOTE WAS AS FOLLOWS:

YEAS _____ NAYS _____ ABSTENTIONS _____

I certify the foregoing is a true copy of a Resolution passed and action taken on February 14, 2018.

Jim DiPaola, Chairman

Todd Peetz, AICP, Secretary

ATTACHMENT A

CITY OF STREETSBORO 2018/19 MASTER PLAN UPDATE SCOPE OF WORK TO BE COMPLETED BY THE PORTAGE COUNTY REGIONAL PLANNING COMMISSION

The Portage County Regional Planning Commission (RPC) staff will work closely with the City of Streetsboro staff, City Planning Commission (PC) and Master Plan Review Commission (MPRC) as well as City Council (CC) in the preparation of this plan update. This plan update will serve to help guide land use decision making in the future, and provide a foundation on which to base zoning decisions, zoning and subdivision regulations as well as capital improvements.

City officials and citizens participation is key in evaluating the overall goals, priorities, and direction for the 2018/19 plan update, providing input and their implications to the City and to provide input and direction on goals/objectives and implementation strategies to achieve the preferred future.

The RPC staff will carry out the scope of work proposed below, meeting with the City officials an average of once per month during the preparation of the 2018/19 plan update (up to 18 meetings total).

The primary elements of the 2018/19 master plan update as proposed are: a General Community Participation Plan, Map Updates (20), Figure Updates (19), review and evaluate (57) Objectives in report format, implementation review, rewrite and report, and a series of (18) meetings with City Staff, MPRC, PC, City Council, and finalization of the 2018/19 Master Plan Update.

PROPOSED WORK ELEMENTS

A. GENERAL COMMUNITY PARTICIPATION PLAN

The Community Participation Plan will include the following elements with the coordination and guidance of City staff;

1. A Strengths, Weaknesses, Opportunities and Threats (SWOT) exercise with the Master Plan Review Commission;
2. A community meeting with the general public to discuss existing conditions and review the existing goals objectives and strategies; and
3. A general public meeting that will focus on the final draft of the existing and/or proposed goals, objectives and strategies.

B. INVENTORY AND ANALYSIS

1. Map Update.

- a. Using the best data available, prepare map updates for the following maps 3.a,3.b, 4.a, 4.b, 6.a, 6.b, 7.a, 7.b (including 12 future land use category maps). A total of 20 maps to be done in GIS and to include parcels as necessary.

2. Figures Update.

Using best data available prepare figure updates for figures 1.1-1.10, 2.1-2.7, 5.1 and 7.1. A total of 19 figures.

- a. A written record and analysis of changes will be prepared.

C. IMPLEMENTATION: GOALS, OBJECTIVES AND STRATEGIES

1. Meeting with City Staff to discuss the implementation status of 2014 Plan goals, objectives and strategies;
2. Review of all existing Goals, Objectives (57 existing) and Strategies in report format. To include goal, objective, strategy and associated implementing entity.
3. This would include any recommended changes to existing goals, objectives and/or strategies.
4. Update the plan as appropriate.
5. For land use objectives and strategies, identify those that may impact zoning and recommend appropriate changes to either the master plan or Zoning Code.

D. MEETINGS

1. **Staff Meetings.** RPC staff will have three (3) meetings with City Staff to gather information and/or any additional/final feedback on the 2018/19 plan update.
2. **MPRC Meetings.** RPC staff will meet with the Master Plan Review Commission seven (7) times and will, as may be necessary, revise the plan update after meetings with the Master Plan Review Commission and upon coordination with Staff.
3. **PC Meetings.** RPC staff will meet with the Planning Commission up to four (4) times and will, as may be necessary, revise the plan update after meetings with the Planning Commission and upon coordination with Staff.
4. **CC Meetings.** RPC staff will meet with City Council up to three (3) times and will, as may be necessary, revise the plan update after meetings with City Council and upon coordination with Staff.

E. PLAN ADOPTION BY CITY

RPC Staff shall present the 2018/19 Plan Update to City Council after being recommended by the MPRC and PC. Input from City Council as amended by them shall be included into the final document.

F. FINAL PLAN PRODUCTION

After adoption by City Council, the RPC will finalize the 2018/19 Master Plan Update document and maps and have 5 copies printed and provide the City with a master copy.

COST ESTIMATE

2018/19 Streetsboro Master Plan Update

Tasks	Hours	Cost
Public Participation	16	\$1,075.04
Map Updates ¹ (20 updates)	72	\$2,965.68
Figures (19 updates)	37	\$1,524.03
Review 57 Objectives (report format)	75	\$5,039.25
Implementation Review & Update ²	40	\$3,080.00
Rewrite and Report	70	\$4,731.30
Staff Meetings (1 kick-off +2)	12	\$924.00
MPRC Meetings (1 Kick-off +6)	42	\$2,940.00
Planning Commission Meetings (4)	16	\$1,232.00
City Council Meetings (3)	12	\$924.00
Presentation to Council	8	\$744.00
Finalize Document	40	\$2,400.00
Total	440	\$27,579.30
Mileage \$.55 per mile (Not to Exceed)		\$250.00
Copies \$.10 (Not to Exceed)*		\$400.00
Technical Assistance Hours Estimated	150	-\$10,138.50
Grand Total**		\$18,090.80

*If costs exceed the amount listed, the City of Streetsboro will be responsible for making copies.

**Grand Total is a not-to-exceed. If the actual cost is less, then that will be the amount owed. How the update may or may not affect the zoning code and potential map amendments is included in cost.

PORTAGE COUNTY REGIONAL PLANNING COMMISSION

RESOLUTION 18-04

RE: SET APPROPRIATIONS FOR 2016 LGIF/LGIP Countywide Parks & Recreation Plan

It was moved by _____ and seconded by _____ the following Resolution is adopted:

WHEREAS: The Budget Commission certified funds and provided a certificate of resources in the amount of \$10,299 for the Countywide Parks & Recreation Plan and

WHEREAS: It is now necessary to appropriate the funds as follows:

85209064-400000	\$5,011	Contract services
85209064-427000	\$5,288	Project Expenses

AND NOW THEREFORE BE IT

RESOLVED: The certificate of resources provided by the Portage County Auditor's office totaling \$10,299 shall be appropriated as noted above.

Upon call for vote by Jim DiPaola the vote was as follows:

Yeas _____ Nays _____ Abstentions _____

I certify the foregoing is a true copy of a Resolution passed and action taken on February 14, 2018.

Jim DiPaola

Todd Peetz, Secretary RPC

AMENDED OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES
Rev. Code Sec 5705.36

Office of Budget Commission, Portage County, Ravenna, Ohio

The Taxing Authority of: Regional Planning Commission



The following is the amended official certificate of estimated resources for the year beginning January 01, 2018 as revised by the Budget Commission of said County, which shall govern the total appropriations made at any time during the year.

FUND	Unencumbered Balance January 01, 2018	Taxes	Other Sources	Total	Current Amendment
GOVERNMENTAL FUND TYPE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
8500 General Fund	34,862	0	400,775	435,637	
8510 RPC LFPP Grant	0	0	0	0	
8520 RPC LGIF Grant	299	0	10,000	10,299	10,000
Total Special Revenue Funds	299	0	10,000	10,299	10,000
Debt Service Funds	0	0	0	0	
Capital Project Funds	0	0	0	0	
Permanent Funds	0	0	0	0	
PROPRIETARY FUND TYPE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Enterprise Funds	0	0	0	0	
Internal Service Funds	0	0	0	0	
FIDUCIARY FUND TYPE	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Agency Funds	0	0	0	0	
TOTAL ALL FUNDS	35,161	0	410,775	445,936	10,000

Date: FEB 05 2018

cc:
Regional Planning
124 N Prospect St
Ravenna, OH 44266
Maureen Bennett

Portage County
Budget
Commission

Ignat Zisorto
[Signature]
[Signature]