

AGENDA

PORTAGE COUNTY REGIONAL PLANNING COMMISSION

WEDNESDAY, JANUARY 10, 2018

REGIONAL PLANNING COMMISSION MEETING ROOM

124 NORTH PROSPECT STREET

RAVENNA

4:30 P.M.

I. **CALL TO ORDER**

II. ***APPROVAL OF DECEMBER 13, 2017 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 February 14, 2018**)
- *2. Replat of Sublot 21 in "Country View Estates Subdivision – Phase 3" on Country View Drive, Lot 12 in Brimfield Township, Alan and Katherine Morgan, applicant

IV. **ZONING**

- *1. Franklin Township Text Amendment Re: Handicapped Ramps and Digital Signs
- *2. 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

V. **EXECUTIVE COMMITTEE**

A. **WORK PROGRAM**

- 1. December 2017 Work Program Report
- 2. December 2017 CDBG Report
- *3. 2018 Portage County Regional Planning Commission Work Program

**Needs Action*

B. FINANCE

- *1. December 2017 Financial Statements**
- *2. Authorization to Enter into Contract with the Portage County Prosecutor's Office for Legal Services(Resolution No. 18-01)**

VI. DIRECTOR'S REPORT

VII. OTHER BUSINESS

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

VIII. ADJOURNMENT

**Minutes
Portage County Regional Planning Commission
December 13, 2017**

Portage County Regional Planning Commission dated December 13, 2017 at 4:30 p.m. The meeting was held in the Portage County Regional Planning Commission Meeting Room, 124 North Prospect Street, Ravenna.

Members Present:

Atwater Twp., John Kovacich	Franklin Twp., Sam Abell	Garrettsville Vill., Rick Patrick
Hiram Twp., Steve Pancost	Hiram Vill., Robert Dempsey	Nelson Twp., Kevin Cihan
Palmyra Twp., Sandy Nutter	Paris Twp., Tom Smith	Ravenna City, Frank Seman
Ravenna Twp., Jim DiPaola	Rootstown Twp., Joe Paulus	Shalersville Twp., Nancy Vines
Windham Twp., Rich Gano	Sugar Bush Knolls Vill., Jim Beal	Windham Vill., Deborah Blewitt
PARTA, Clayton Popik	Water Resources, Tia Rutledge	Portage Park District, Allan Orashan
P.C. Commissioner, Sabrina Christian-Bennett		P.C. Commissioner, Vicki Kline
P.C. Commissioner Frederick Alternate, James Greener		

Staff Present:

T. Peetz	E. Beeman	L. Reeves	A. Craft
H. Wachholz			

Members Absent:

Brimfield Twp., Wendi O'Neal	Freedom, Jeffrey Derthick	Mantua Twp., Victor Grimm
Mantua Vill., Ben Prescott	Randolph Twp., Victoria Walker	Suffield Twp., Mark Frisone
Streetsboro City, Glenn Broska	Soil & Water, James Bierlair	
County Engineer, Mickey Marozzi		

Visitors Present:

R. Bossow	M. Merchant
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The Regional Planning Commission meeting was called to order by Chairman, Jim DiPaola.

APPROVAL OF NOVEMBER 8, 2017 MEETING MINUTES

The November 13, 2017 minutes were presented. T. Smith made a motion to approve the minutes as presented. Motion seconded by J. Kovacich. Motion carried with 20 Yeas and 1 Abstention (A. Orashan)

FAIR HOUSING PRESENTATION – T. Peetz

Todd Peetz gave a brief presentation about Fair Housing and provided an example of a landlord who was fined for a Fair Housing violation. Brochures were also provided about Fair Housing. Anyone with any questions about Fair Housing can contact Lisa Reeves, CDBG Specialist at (330) 297-3613.

SUBDIVISIONS

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

R. Patrick made a motion to approve an extension of time until January 10, 2018. Motion seconded by V. Kline. Motion carried with 21 Yeas.

Replat of Block BR-5 in the "Wintergreen Point Subdivision" on Rootstown Road, Lot 43 in Rootstown Township, Roots-1, LLC., applicant – Report presented by H. Wachholz

The applicant is requesting approval of a Replat of Block BR-5 to create 19 lots. 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.

J. Paulus noted that on page 5 of the report the Exhibit 1 is showing 17 lots versus 19 lots. J. Paulus questioned how many lots were actually being replatted. H. Wachholz said it should have been 19 lots.

J. Paulus made a motion to follow staff recommendation. Motion seconded by J. Greener. Motion carried with 21 Yeas.

Replat of Sublot AR-1 in the "Stone Hill Estates (Phase 1)" on Parkwood Avenue and Mantua Center Road, Lot 28 in Mantua Township, Hexagon Family Enterprises, Inc. – Report presented by H. Wachholz

The applicant is requesting a review of the replat in order to combine lots that comply with local zoning.

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.

R. Patrick made a motion to follow staff recommendation. Motion seconded by J. Greener. Motion carried with 21 Yeas.

Replat of Sublots 28 and 29" in the "Atwater Station" on Lake and Bank Street, Lot 98 in Atwater Township, Ruth and Donald McDonald. Applicant – Report presented by Haley Wachholz

J. Kovacich made a motion to approve an extension of time until January 10, 2018. Motion seconded by S. Bennett. Motion carried with 21 Yeas.

ZONING

ZONING

Rootstown Township Text Amendment Re: Section 310.05 and Rezoning from G-I to O-C and G-I/C-2 to O-C on Sandy Lake Road – Report presented by Todd Peetz

Amendment No. 1

Rootstown Township is proposing to add the following to Section 310.05, A. Required Front Yard,

“3. “FRONT YARDS SHALL BE ASSIGNED AS THE STREET ADDRESS SIDE.

- a. ON A CORNER LOT OR LOT WITH ANY NUMBER OF YARDS FRONTING ON A STREET, THE PRINCIPAL BUILDING AND ITS ACCESSORY STRUCTURES SHALL BE REQUIRED TO HAVE THE SAME SETBACK DISTANCE FROM ALL STREET RIGHT-OF-WAY LINES AS REQUIRED FOR THE FRONT YARD IN THE ZONING DISTRICT FOR WHICH SUCH STRUCTURES ARE LOCATED.”

Rootstown Township is also proposing to remove the following under B. Required Side Yards, “CORNER LOTS SHALL MAINTAIN ONE SIDE YARD THAT SHALL COMPLY WITH THE MINIMUM WIDTH SET FORTH IN SCHEDULE 310.05.”

Staff recommends approval of the proposed amendment.

Amendment No. 2

Rootstown Township is proposing to rezone a parcel from G-1 and C-2 to O-C, Open Space Conservation.

The parcel is located west of South Prospect Street on the North side of Sandy Lake Road. The rezoning consists of two parcels totaling approximately 37.5 acres.

The owner of the property is proposing to build a single-family home. Approximately a third of the property appears to be wetlands or has hydric soils.

Staff recommends approval of the proposed rezoning from G-1 and C-2 to O-C, Open Space Conservation. J. Kovacich made a motion to follow staff recommendation. Motion seconded by D. Blewitt. Motion carried with 21 Yeas.

EXECUTIVE COMMITTEE

Work Program

November, 2017 Work Program Report

Todd presented the November 2017 Work Program Report.

- Franklin Township – We met with the Zoning Commission to discuss comparing zoning from Brady Lake Village with Franklin Township and reviewed Village owned land for possible use.
- 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.
- Ravenna Township – Staff is working with their JEDD.
- Streetsboro City – Staff is continuing to work with them on their subdivision regulations and is waiting feedback on the changes made back in March. Staff has also discussed the potential to assist the City with the update to their Master Plan.
- Suffield Township – Todd is working with the Township on updating their Land Use Plan. The next meeting with Township Representatives will be held on December 13, 2017.
- Windham Village – The Village has approved having RPC develop a Land use Plan for their community. Todd met with Village Officials on December 12, 2017 to discuss the status of the Land Use Plan.
- Quarterly Zoning Inspector (QZI) Meeting – The next meeting will be held on January 25, 2018 at the RPC office. The topic is to be determined.
- Portage County Land Reutilization Corporation (Land Bank) –The next meeting will be held on January 8, 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 January 11, 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.

November, 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 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 complete the State will be contacted to complete the inspection.

2016 Community Development Allocation Grant

Neighborhood Facilities/Community Center (Windham Community Center)

Contracts are in place and construction has started. It is anticipated that all work will be completed by the end of January.

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

Construction is nearing completion and is anticipated to be completed by December 11, 2017.

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 in 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.

Finance

November 2017 Financial Statement

J. DiPaola stated that the Executive Committee reviewed the November 2017 financial statements and recommends acceptance. J. Kovacich made a motion to approve the November 2017 financial statements as presented. Motion seconded by K. Cihan. Motion carried with 21 Yeas.

2018 Budget for the Portage County Regional Planning Commission (Resolution No. 17-18)

The proposed 2018 appropriations for the operation of the Portage County Regional Planning Commission and \$409,775 in revenue have been certified. The certified revenue and expenditures have been adjusted to \$409,775.

A motion was made by R. Gano to approve the operating budget for 2018 as presented. Motion seconded by J. Kovacich. Motion carried with 21 Yeas.

Appropriation Increase for the Operation of the Portage County Regional Planning Commission (Resolution No. 17-19)

The Portage County Regional Planning Commission finds it necessary to increase the 2017 appropriations from \$482,977 to \$490,536.

A motion was made by A. Orashan to approve increasing and amending the appropriations by an additional \$7,559. Motion seconded by J. Greener. Motion carried with 21 Yeas.

Regional Planning Commission Appropriation Adjustment (Resolution No. 17-20)

The Portage County Regional Planning Commission needs the amount of \$500 in appropriations transferred as follows:

DECREASE	85009064	\$500
INCREASE	85009068	\$500

A motion was made by J. Paulus to approve appropriation transfer as presented. Motion seconded by R. Patrick. Motion carried with 21 Yeas.

OTHER BUSINESS

Confirmation of the Executive Committee Members – J. DiPaola

J. DiPaola requested the following members to continue to serve on the Executive Committee:

1. Jim DiPaola
2. Tom Smith
3. Jim Beal
4. Sabrina Christian-Bennett
5. Sandy Nutter
6. Allan Orashan
7. Debbie Blewitt

A motion was made by N. Vines to confirm the members of the Executive Committee. Motion seconded by R. Patrick. Motion carried with 21 Yeas.

Next Meeting

J. DiPaola announced that the next Regional Planning Commission meeting will be held on January 10, 2018 at 4:30 p.m.

DIRECTOR'S REPORT

Todd recognized Nancy Vines and Dick Messner for their years of service with the Portage County Regional Planning Commission.

ADJOURNMENT

J. Kovacich made a motion to adjourn the meeting at 5:15 p.m. Motion seconded by A. Orashan.

Minutes approved at the January 10, 2018 Meeting.

Jim DiPaola, Chairman

Todd Peetz, Secretary



Meeting called to order on December 13, 2017 at: 3:00 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 3:00 p.m. The minutes of November 8, 2017 were presented. S. Bennett made a motion to dispense with the reading of the minutes and to approve the minutes as presented seconded by T. Smith. Motion carried unanimously.

The Special Meeting Minutes of November 29, 2017 were presented. A motion was made by J. Beal to approve the minutes as presented, seconded by T. Smith. Motion carried.

WORK PROGRAM as reported by T. Peetz

Planning Administration

A total of 11 subdivision applications were submitted during the month of November 2017 creating 10 new lots.

Brimfield Township

Todd reported meeting with staff to discuss preliminary site plans for Menards and Meijers.

Franklin Township

Staff met with the township to discuss how to merge Brady Lake Village residents into the township and to review village owned land for possible use. Staff met with the Zoning Commission to discuss comparing zoning from Brady Lake Village with that of Franklin Township and to review village owned land for possible use.

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.

Ravenna Township

Staff is assisting the city and township officials with their newly established JEDD. S. Bennett questioned where the JEDD process is currently at. Discussion held. S. Bennett stated what



encompasses the JEDD area? T. Peetz stated it would be from the western border of Ravenna City to the township line.

Rootstown Township

Staff reviewed a text amendment re: section 310.05 (Required Side Yards) This text amendment is on today's full commission meeting for review.

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.

Suffield Township

Todd reported staff did begin the update to their Land Use Plan. Todd has a meeting tonight at 7:00 with zoning officials.

Streetsboro City

Todd reported the City of Streetsboro have indicated they will be utilizing our services for 2018 in helping to update their Master Plan. Todd reported we are still anticipating getting the changes to the Subdivision Regulations that were submitted for review and comment.

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.

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.

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

A steering committee meeting will be held on January 11, 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 18, 2018 at the RPC offices.

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.

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.

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.

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 October.

S. Bennett questioned Todd where the Critical Infrastructure Grant is at. Todd stated RPC did submit one for the Village of Windham and NDS submitted one as well. Both applications had deficiencies and needed some tweaking to be submitted during the next round. S. Bennett stated the commissioners have requested RPC be the lead agency on all critical infrastructure grants in the future.

S. Bennett questioned the status of the Critical Infrastructure Grant for Windham. Todd stated the issues have been addressed and the grant application is ready to resubmit.

FINANCE

RPC GENERAL FUND

November 1, 2017 Cash Balance	\$63,915.04
Receipts:	\$55,143.58
Expenditures:	\$33,745.99
November 30, 2017 Cash Balance	\$85,312.63

B-F-15 Formula Grant

November 1, 2017 Cash Balance	\$2,120.15
Receipts:	\$ 0.00
Expenditures:	\$ 0.00
November 30, 2017 Cash Balance	\$ 2,120.15



LGIP Park Plan

November 1, 2017 Cash Balance	\$298.69
Receipts:	\$ 0.00
Expenditures:	\$ 0.00
November 30, 2017 Cash Balance	\$298.69

B-F-16 Formula Grant

November 1, 2017	\$88,057.56
Receipts:	\$ 0.00
Expenditures:	\$47,559.22
November 30, 2017 Cash Balance	\$40,498.34

B-D-16 New Horizons

November 1, 2017	\$1,747.76
Receipts:	\$7,000.00
Expenditures:	\$2,515.18
November 30, 2017 Cash Balance	\$6,232.58

LGIP Branding/Marketing

November 1, 2017	\$0.00
Receipts:	\$0.00
Expenditures:	\$0.00
November 30, 2017 Cash Balance	\$0.00

November 2017 Financial Statements

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

Discussion held regarding article in Record Courier. S. Bennett stated it has been discussed as stated in the paper of possibly absorbing the grant writer position under the County. J. Beal asked if the position is absorbed by the County would the communities still have access to services. S. Bennett stated she would just work on behalf of the County. T. Smith stated it was perceived by the townships that when Amy was hired the Commissioners were providing her services to aid the townships. The reason for locating her with the RPC was to make her more accessible to the townships. Now you are stating she will be totally inaccessible to the townships and put the townships back on their own. S. Bennett stated the Commissioners are willing to fund up to \$55,000 and expect the RPC and/or the townships to donate to make up the difference. Discussion held.



T. Peetz stated without the additional funding that would put our planner down to part time for 2018. The secretary would be cut out all together and funding would keep Amy full time till June of 2018. S. Bennett asked what the biggest issue causing this shortfall was. T. Peetz stated the CDBG funds being funded every other year was one of the major reasons. S. Bennett asked if anyone other than the City of Streetsboro would be leaving the Planning Commission. J. Beal stated if there is any increase to his community he will not be sitting here next year as they would resign as well. S. Bennett stated I know you had mentioned looking at your fee schedule in 2018. T. Peetz stated we will be doing that however, it may bring in an extra \$5,000 which would help some. Discussion held. J. Beal stated in order to provide more services you have to have more staff or increase membership dues. If membership dues are increased there are some communities that will cease to be members. Todd stated it will be hard to maintain a high level of quality with the number of projects on our plate. Todd reviewed a list of current and upcoming/needed projects.

Resolution 17-18 presented to set 2018 RPC appropriations in the amount of \$409,775. A motion was made by T. Smith to approve the 2018 appropriations as reviewed and submitted, seconded by J. Beal. Motion carried unanimously.

Resolution 17-19 RPC 2017 appropriation increase in the amount of \$7,559. T. Smith made a motion to approve the appropriation increase for 2017 as presented, seconded by S. Bennett. Motion carried unanimously.

Resolution 17-20 RPC 2017 appropriation adjustment in the amount of \$500. S. Bennett made a motion to approve the appropriation adjustment as presented, seconded by T. Smith. Motion carried unanimously.

Todd mentioned he will be meeting with the Portage County Commissioners tomorrow morning at 10:00 a.m. regarding next year's budget so if anyone wants to attend please do so.

Todd stated D. Blewitt is willing to serve on the Executive Committee for 2018. S. Bennett made a motion to add Windham Village Mayor, Debra Blewitt as a member of the Executive Committee, seconded by T. Smith. Motion carried.

There being no further business to come before the Committee a motion was made by J. Beal to adjourn the meeting at 3:50 p.m. Seconded by S. Bennett. Motion carried unanimously.

Chairman, Jim DiPaola

Secretary, Todd Peetz, AICP

Minutes submitted for approval by Secretary on January 10, 2017

**REPLAT of COUNTRY VIEW ESTATES SUBDIVISION
PHASE 7 CREATING lots 21A and 23A**

Case No. 17-41
Reviewed By: Haley Wachholz
Date Submitted: 12-14-17
Due: 01-10-17

APPLICANT: Alan & Katherine Morgan
1566 Country View Dr.
Kent, Ohio 4440

REQUESTED ACTION & HISTORY: The applicant requests three existing parcels be split into two to add additional acreage to the two existing parcels. The middle of three properties will be split and divided between sublots 21 and 23 creating sublots 21A and 23A.

LOCATION: **Vicinity Map (Exhibit 1)**
The proposed replat is located in the northeast quadrant of Brimfield Twp. south of Meloy Rd. The subdivision is located off of Edison Rd. and north of Sherman Rd.

SIZE & ZONING: (Exhibit 2)

Site zoning:

	<u>Required</u>	<u>21 A</u>	<u>23 A</u>
Min. lot size	.309 ac.	0.4649 ac.	0.4649 ac.
Min. frontage	80 ft.	135.00 ft.	126.10 ft.
Min. lot width	60 ft.	135.00 ft.	126.10 ft.

Zoning: The replat site is in the Residential (R-2) zoning category.

LAND USE: **Site:** There are existing structures on these lots located on sublots 21 and 23 as single family homes.

Surrounding: Land surrounding the replatted lot is zoned (R-2) Residential to the east, a section to the west and areas to the west are classified as (R-1) and R-3) residential with an area along St Rt. 43 classified as (GC) general commercial.

UTILITIES: Portage County sanitary sewer is available and central water is available.

PHYSICAL LIMITATIONS TO DEVELOPMENT (Exhibit 3):

Soils: The property has areas classified as Chili silt Loam (CpB) with 2 to 6 percent slopes, Wooster silt loam (WuB) with 2 to 6 percent slopes, and Wooster silt loam (WuC) with 6 to 12 percent slopes.

- Chili Silt Loam, 2-6% slopes (CpB): This soil type is well drained, formed from Outwash. This soil type has no frequency of ponding or flooding and is not a hydric soil.
- Wooster Silt Loam, 2-6% slopes (WuB): This soil type is well drained, formed from Till. This soil type has no frequency of ponding or flooding and is not a hydric soil.
- Wooster Silt Loam, 6-12% slopes (WuC): This soil type is well drained, formed from Till. This soil type has no frequency of ponding or flooding and is not a hydric soil.

Wetlands: According to the Portage County Wetland Inventory, there do not appear to be wetlands on the site

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

COMMENTS FROM OTHER DEPARTMENTS & AGENCIES:

	Approval	Conditional approval	Disapproval	No comment
Chief Building Official:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
County Engineer:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health Dept.:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Soil & Water Conservation Dist.:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Tax Map:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water Resources Dept.:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Brimfield Township:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMPLIANCE WITH COUNTY SUBDIVISION REGULATIONS:

The following changes must be made for the replat to meet Subdivision Regulations:

All changes have been met.

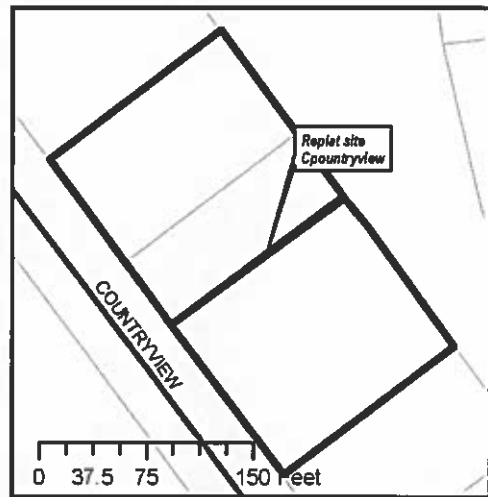
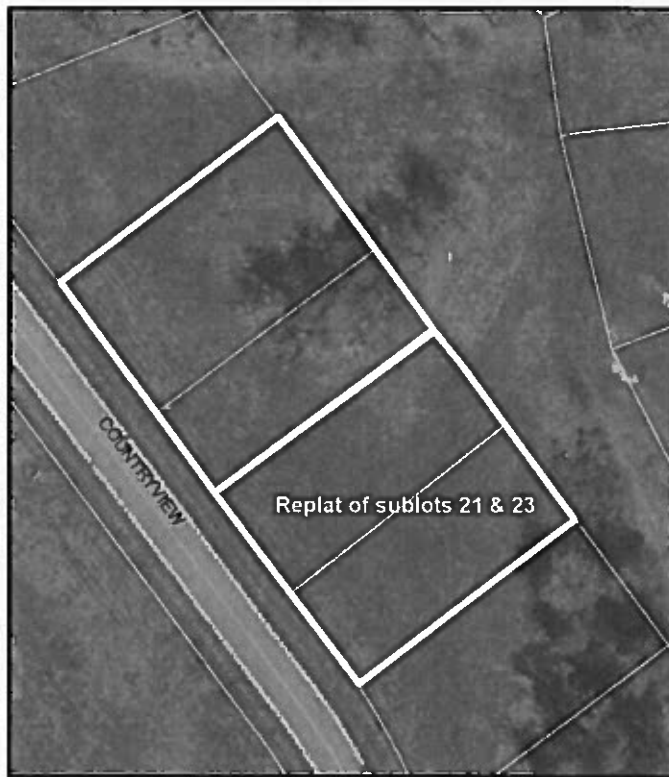
COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:

Property meets zoning

ANALYSIS: The property under review is in the Country View Estates Subdivision in Brimfield Twp. As part of Phase 7, the applicant requests a split of S/L 22 to be divided between S/L 21 and S/L 23. There are no physical limitations on this property and the property meets zoning.

RECOMMENDATIONS: Staff recommends an approval since all comments have been met.

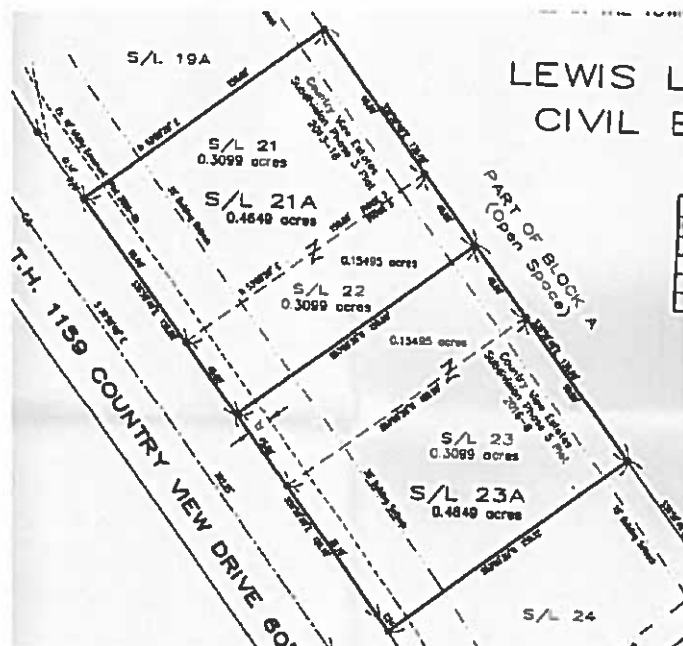
Exhibit 1
Country View Estates
Subdivision
Phase 7
Brimfield Township



Miles
 0 0.025 0.05



Exhibit 2
Replat





Portage County Soil Survey
Digital version, 2006.

 Hydric soils

0 225 450 900 Feet

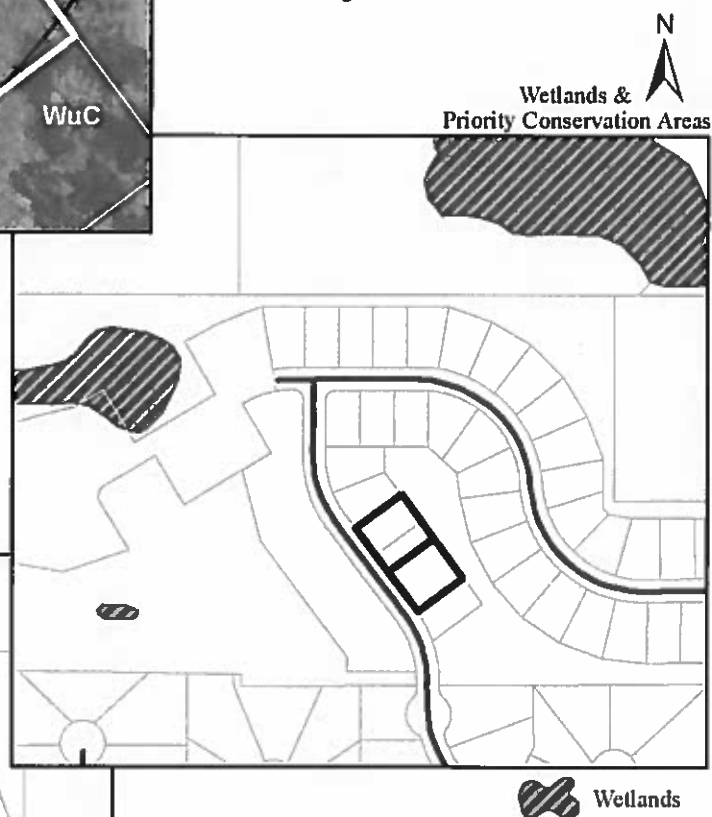


FEMA Flood Insurance Rate Map, 2013

Exhibit 3

Soils, Wetlands, Flood Hazard Areas & Priority Conservation Areas

Country View Estates Subdivision
Brimfield Township
Replat 21A & 23A



 Flood Zone A
 Flood Zone AE

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

Received: December 18, 2017
RPC Meeting Date: January 10, 2018

Reviewed by: Todd Peetz

**Amendment 1
Section 405.06 – adding Handicapped Ramps.**

Rationale: Per the Township, 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.

Add the following Section 405.06:

Section 405.06(F) Handicapped Ramps:

405.06F- Handicapped ramps ARE ALLOWED IN SETBACKS, BUT 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 Comments: This is a new subsection makes sense, but we think it is important not to violate any potential fair housing laws.

Staff Recommendations: Staff would recommend approval as amended.

**Amendment 2
Section 700.04(E and F) – Temporary and Multiple Message Advertising Devices.**

Rationale: The first change is just a renumbering as there are two “D’s” the language in F is to reflect new multiple messaging signage.

Proposed:

D. E. Temporary Advertising Signs and Special Events Signs

1. Temporary advertising signs and special events signs advertising events sponsored by schools, clubs, nonprofit organization, etc. must be approved by the Township Trustees. Such signs shall not exceed thirty-two (32) square feet in area and the top of said sign shall not be higher than ten (10) feet above grade level or twenty (20) feet for a temporary wall sign. Political

signs shall not exceed thirty-two (32) square feet in area and the top of said sign shall not be higher ten (10) feet above grade level.

2. Temporary advertising signs and special events signs shall not exceed thirty-two (32) square feet in area and the top of said sign shall not be higher than ten (10) feet above finished grade or twenty (20) feet for a temporary wall sign.

3. The sign may be displayed for a period of time not to exceed 30 days.

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 Comment:

Staff would concur with the language provided. It is important that if messages are being flipped on a regular basis that they do not do so typically less than six (6) seconds. A ten (10) second change is more than adequate. The problem is when content flips too quickly and people are trying to read it they become distracted and that it creates any safety concerns.

Staff Recommendation:

Staff would recommend approval as submitted.

Lisa Reeves

From: Todd Peetz <tpeetz@pcrpc.org>
Sent: Tuesday, December 26, 2017 2:15 PM
To: 'Sam Abell'
Cc: Lisa Reeves
Subject: RE: zoning amendments

Sam,

Same to you. Merry Christmas and happy new Year!!

We will have these on the January Board agenda.

Todd

From: Sam Abell [<mailto:abf.sam@gmail.com>]
Sent: Monday, December 18, 2017 9:08 AM
To: Todd Peetz
Subject: zoning amendments

Yo Todd and Merry Christmas and Happy new year,

The Franklin Township Zoning Commission has approved some amendments to the zoning code. If possible they might be considered at the January 2018 meeting of RPC. The amendments are attached along with the justification. Thanks for your good work and I hope more funding is available for the enterprise in 2018.

Handicap Ramps: The past policy was to not cite folks who placed these structures in their front yards or anywhere else. When brought to the attention of the commission, and in light of the fair housing language for "reasonable accommodation", the commission decided to seek an amendment to the code.

Digital Signs; The township lost a court case to American Outdoor Advertising that prompted language for "off premise" digital signs. The commission noted that the language for these signs was omitted from the "on premise" section of the code. This amendment will correct that error. Currently folk requesting "on premise" digital signs have to obtain a variance to the code.

Thanks,

Sam Abell

**SHALERSVILLE TOWNSHIP
ZONING AMENDMENTS
January 2018**

Received: December 22, 2017
RPC Meeting Date: January 10, 2018
Reviewed by: Todd Peetz

**Amendment 1
Amend Zoning Map from A/R-R Agriculture/Rural-Residential
to M-R Mixed Residential**

Proposed Change:

The proposed change is to change the Zoning Map from A/R-R agriculture /Rural-Residential to Mixed Residential District. The proposed rezoning areas were selected per the request of the Planning Commission of Shalersville Township whose desire is not have split lot or parcel zoning on the Mixed Residential area also known as the town center of Shalersville. Per the discussion there is a property owner who desires to use their property as possibly as a service station or truck stop. However the property owner learned that approximately 1/3 was zoned Mixed residential which allows for commercial development and the remainder as agriculture/rural-residential. The intent of the Shalersville Planning Commission is to address any split zoning in the mixed Residential area. We have identified three areas that include 5 parcels. Area one (1) is northwest of the intersection of SR44 and SR 303 and the north boundary borders the Ohio Turnpike. Area two (2) is on the east side of SR44 and North of SR 303 and is also in close proximity to the Ohio Turnpike. Area three (3) is southwest of the intersection of SR44 and SR303 and include 3 parcels.

The amendment consists of 217.092 acres. The parcel numbers include:

Area 1	33-046-00-00-050-000;	77.882 acres
Area 2	33-035-00-00-008-000;	54.158 acres
Area 3	33-046-00-00-013-001;	5.037 acres
	33-046-00-00-054-000;	47.132 acres
	33-046-00-00-009-000	32.883 acres

Total 217.092 acres

All of the acreage associated with the parcels is proposed to be rezoned to M-R Mixed Residential.

The proposed amendment is to put all of the parcels into one zoning district. The thought here is that we should not have split zoning with the M-R District.

Note: Italics depict differences between R-2 Residential to C-2 Commercial zoning

Requirements	A/R-R Residential Existing	M-R Mixed Residential Proposed
Use Type	Rural Residential	<i>Commercial Service and Residential</i>
Minimum Lot Size	2 acres Duplex 2.5 acres.	<i>30,000 sq. ft. .689 of an acre</i>
Minimum Lot Width	150 Feet	125 feet
Minimum Lot Frontage Depth	150 Feet	125 feet
Minimum Front Yard Depth	80 Feet	80 feet
Minimum Rear Yard Depth	25 Feet	<i>50 feet</i>
Minimum Side Yard Depth	20 Feet	15 feet
Maximum Building Height	35 Feet	35 feet
Minimum Living Floor Area	1,200 sq. ft. single family 2,400 sq. ft. duplex	N/A
Minimum Open Space	N/A	N/A

Surrounding Zoning from the M-R Zoning District:

<i>North</i>	<i>East</i>	<i>South</i>	<i>West</i>
<i>LI-D Light Industrial District and A/R-R agricultural and rural residential</i>	<i>A/R-R Agricultural Rural Residential</i>	<i>A/R-R Agricultural Rural Residential</i>	<i>A/R-R Agricultural Rural Residential</i>

The M-R Mixed Residential District is really surrounded by the A/R-R Agriculture and Rural Residential on the south, east and west. The north boundary is the Ohio Turnpike and north of that on the west side of SR44 is Industrial and on the east side of SR44 is more agriculture and rural residential.

Surrounding Existing Land Uses:

<i>North</i>	<i>East</i>	<i>South</i>	<i>West</i>
<i>Ohio Turnpike and industrial</i>	<i>Residential and farmland</i>	<i>Residential and farmland</i>	<i>Residential and farmland</i>

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.

TRANSPORTATION

There is limited to no information as what may be put on the properties where the zoning district may be extended too. At the time of a site plan it may be necessary to consider asking for a traffic study depending on the type of use and the intensity of that use. The map change alone will not add trips since there is no current applicant.

WATER AND SEWER RESOURCES

Water is not currently available and sewer may be available but also may be limited at this time.

NATURAL RESOURCES

There are existing water bodies on site, but there are no wetlands or floodplains identified. At the time of a potential subdivision further analysis may be needed.

COMMENTS

The proposed zoning amendment is to reduce the number of split zoned parcels in relation to the mixed residential zoning district. There are 5 parcels affected by the proposed amendment with only three of those parcels having a house and farm being associated with them. The other 2 parcels are currently being farmed. Area 1 is the only parcel with a potential commercial development project associated with it. No projects have been submitted as an application of any kind, but could be a commercial project that would be associated with the Ohio Turnpike such as a service station.

Areas 2 and 3 do not have any activity currently for anything other than what they are currently being used as. Our thoughts on areas 2 and 3 is that zoning should 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 always rezone the property once a use has been identified.

RECOMMENDATION

Staff would **recommend 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 amend the map** at this 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 2

Amend Section 363(G) maximum height by the Portage County Airport

Proposed:

Below is the proposed 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 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 to the Board of Zoning Appeals to approve the height variance as the proposed height since it was not a safety threat to the airport. The purpose of the proposed change is to eliminate any confusion going forward.

Section 363 Area Regulations

- A. Minimum Lot Size Two and one half (2 1/2) acres.
- B. Minimum Setback from street right-of-way on Major Thoroughfares one hundred (100) feet.
- C. Minimum Setback from street right-of-way on Secondary Thoroughfares eighty (80) feet.
- D. Minimum Lot Width two hundred (200) feet.
- E. Minimum Rear Yard Depth fifty (50) feet.
- F. Minimum Side Yard Depth twenty five (25) feet.
- G. Maximum Building Height forty five (45) feet. ~~The maximum height of any building, structure, tower, tree or pole shall not exceed the height regulations established by the Portage County Regional Airport Authority and/or the Federal Aviation Administration.~~

H. Side and Rear Yards abutting any residential dwelling shall be no less than fifty (50) feet. In addition to this increased setback, landscape screening shall be located along each side and rear lot line in accordance with Section 364.

Staff Comments

Staff recognizes what the intent of the proposed change is trying to achieve. Maybe 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 Recommendation: Staff would recommend our comment language. "Further height regulations in the vicinity of the Portage County Regional Airport Authority shall not exceed established Federal Aviation Administration height regulations".

Amendment 3
Amend Section 414 Prohibited Uses

Proposed:

The Planning Commission approved prohibiting medical marijuana cultivation and processing in the general provisions Section 414, Prohibited Uses, M.

Comments: The following language was not provided to Regional Planning so we used other Townships in Ohio with their language. "Medical Marijuana cultivation, processing, and retail dispensaries licensed under Ohio Revised Code Chapter 3796".

Staff Recommendation: Staff recommends adding the following language to Section 414 (M) Medical Marijuana cultivation, processing, and retail dispensaries licensed under Ohio Revised Code Chapter 3796. This is to prohibit medical marijuana in Shalersville.

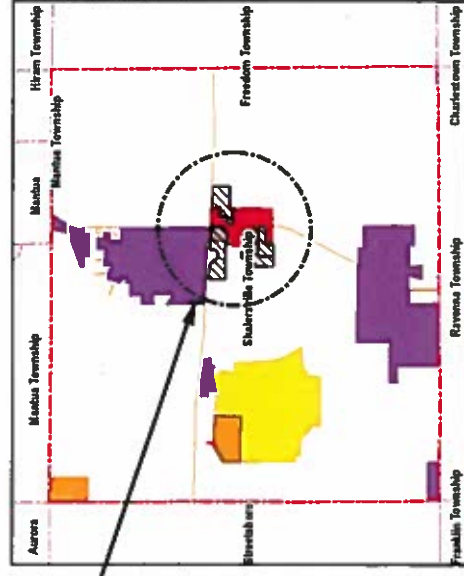
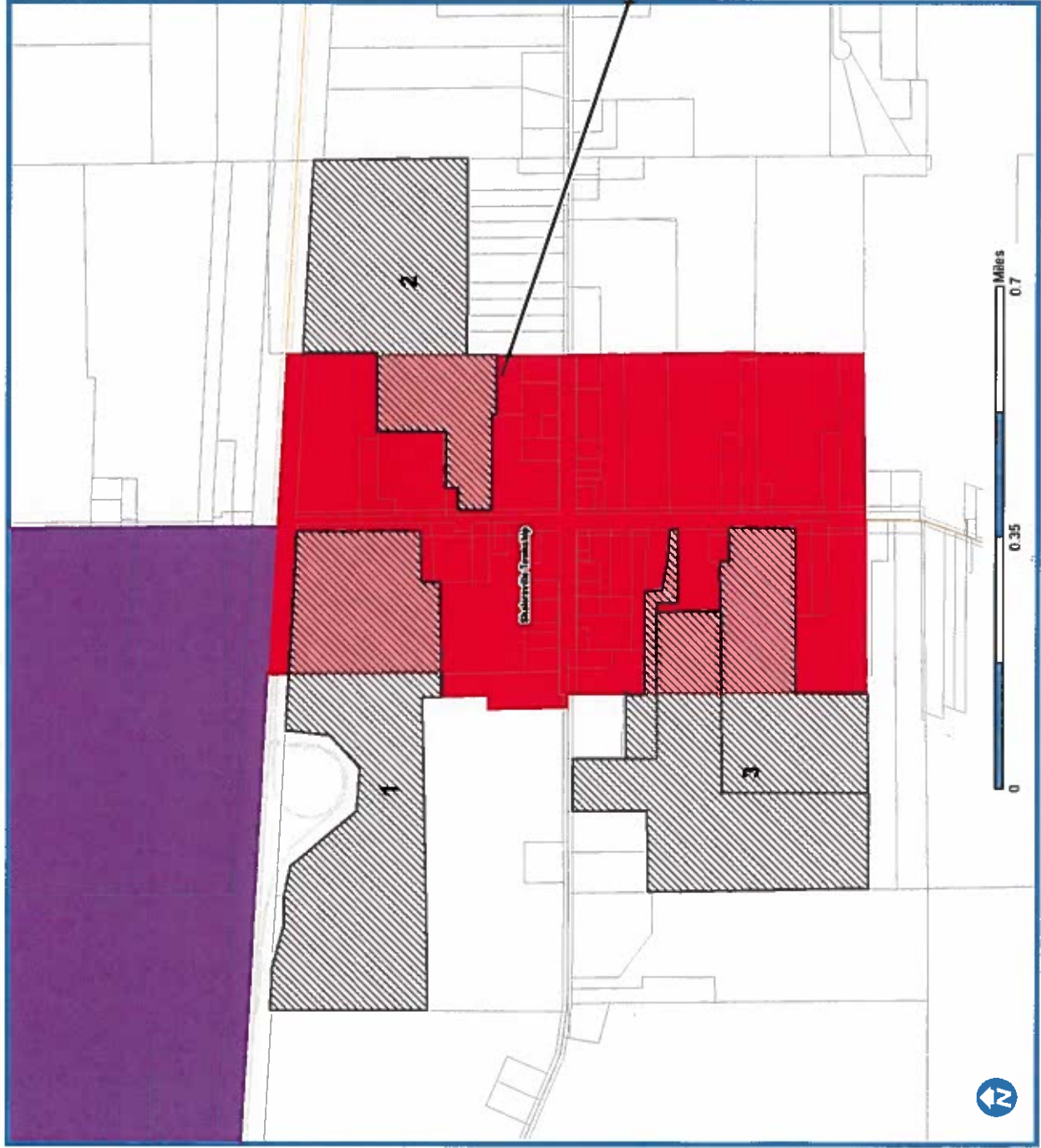
Shalersville Township

Zoning Change

Split zoned acreage

- Property 1: 27 acres
- Property 2: 15.7 acres
- Property 3: 23.5 acres

- AR-R Agricultural/Rural Residential
- L-R Low Density Residential
- R-2 Low Density Residential w/sewer
- N-C Neighborhood Commercial
- M-R Mixed Residential
- LI-D Light Industrial
- Split Zoned Properties



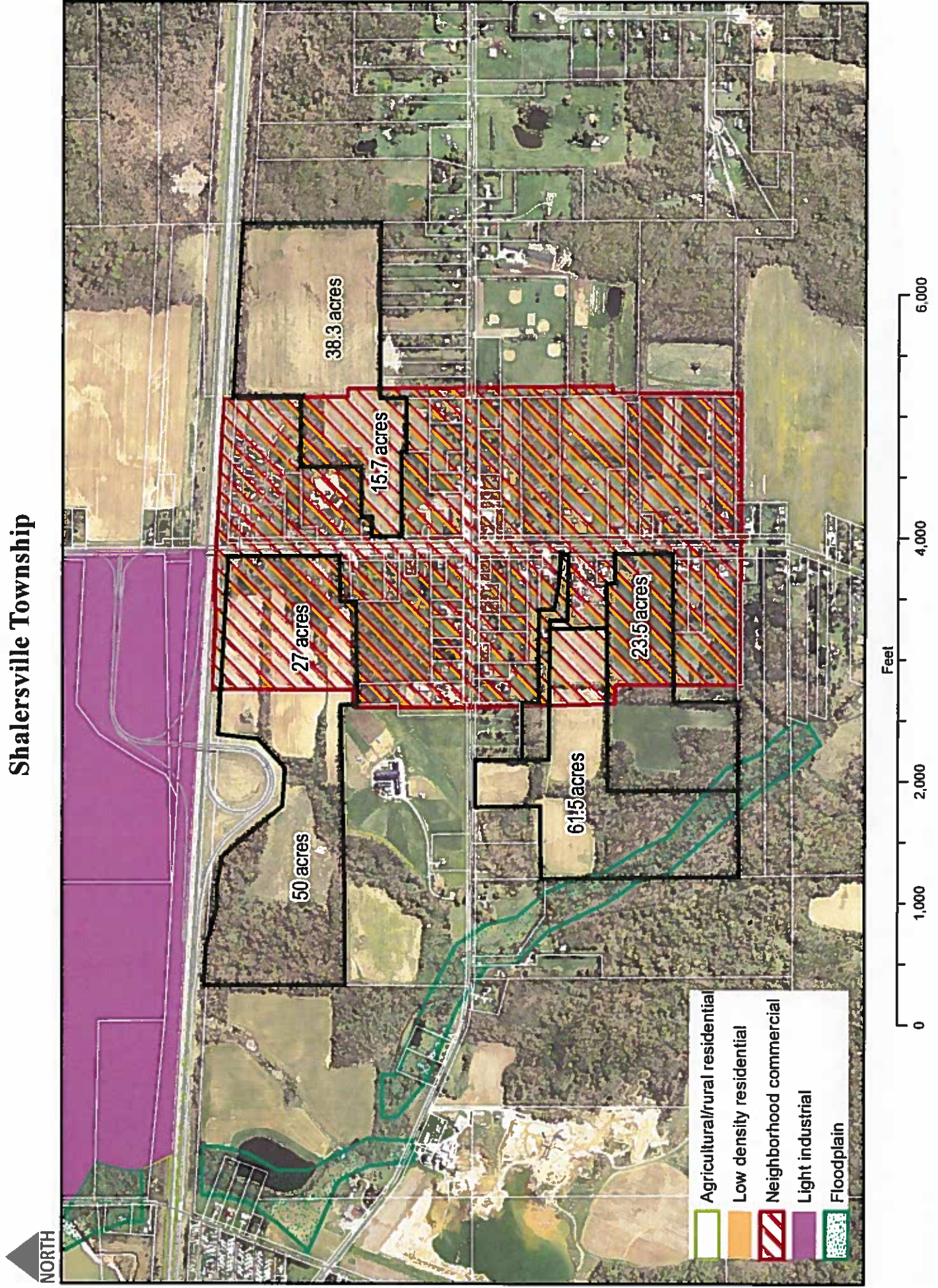
Sources: Parcels, roads, Portage County GIS, January 2017;
Zoning districts, Shalersville Township, 2015.

Prepared by Portage County Regional Planning Commission,
January 2018



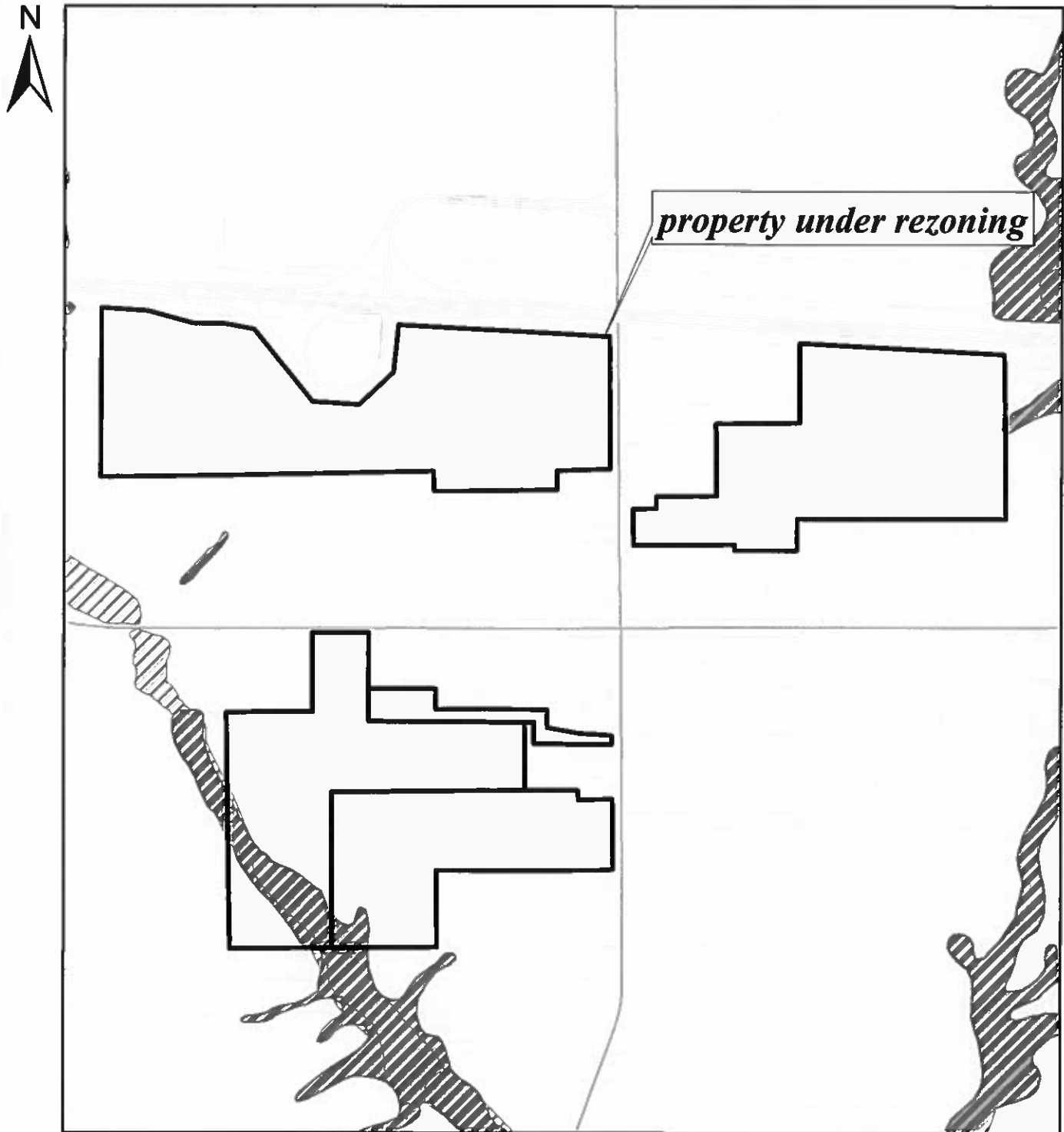
Existing Land & Proposed M-R Mixed Residential on Infirmiry Rd.

Shalersville Township



Shalersville Township

Property Rezoning from AR-R to M-R Wetland and Flood Zones




 wetlands

 Flood Zone A

 Flood Zone AE


Soils, Wetlands, Flood Hazard Areas & Priority Conservation Areas


This is a detailed map of the New Haven area, showing various land cover types labeled with codes such as ReB, WuC2, CdB, Ho, Cg, Ca, Sb, Da, JtB, CwC2, CWD2, CwE, CIE, CnB, JtA, CwC2, CdB, WuC2, WuB, Ho, Fr, and ReA. Major roads are labeled, including Interstate 80 and State Rt 303. The map also shows geographical features like water bodies and parks.

 Hydric soils

Wetlands & Priority Conservation Areas

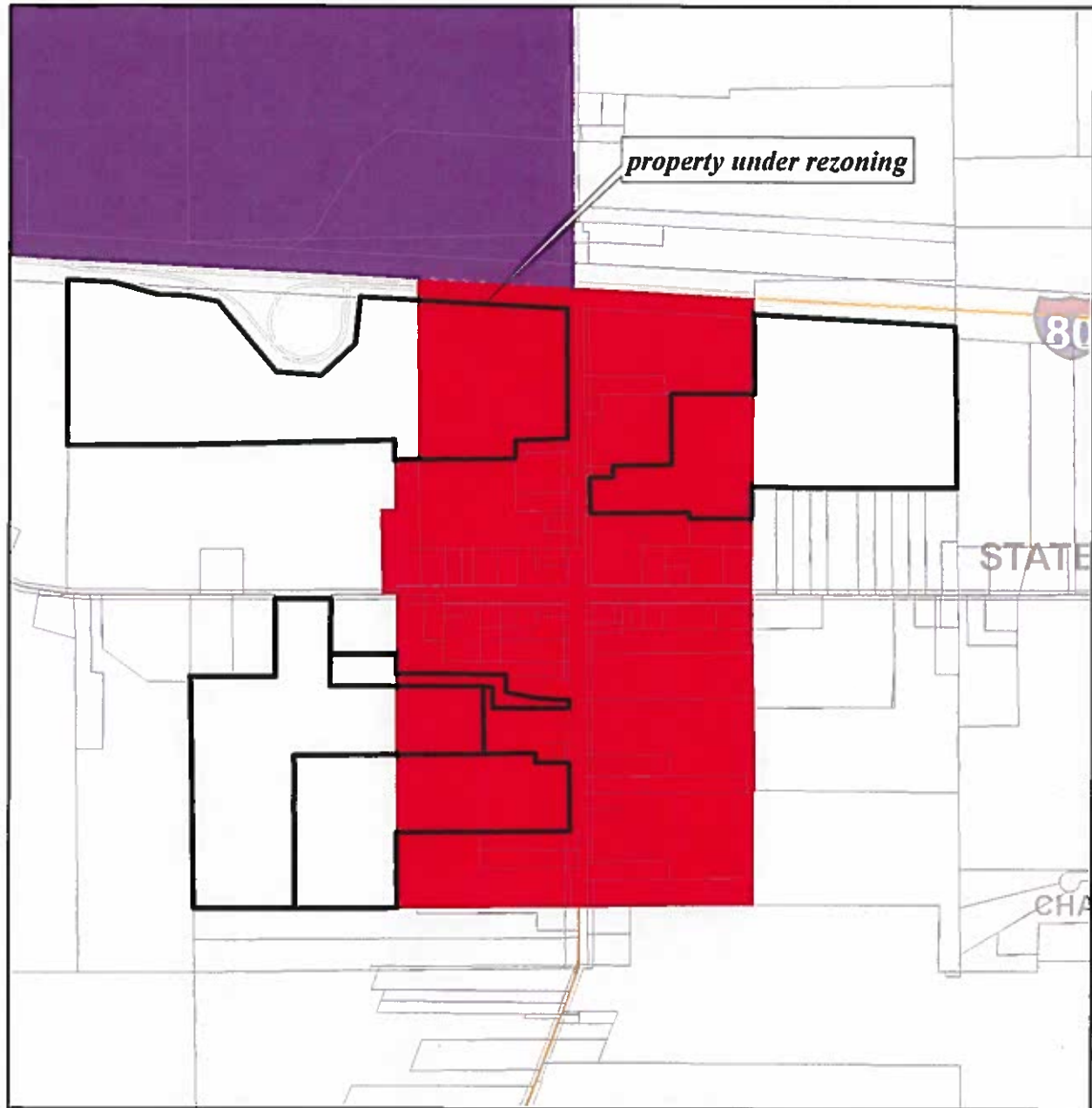

Wetlands

 Flood Zone A

 Flood Zone AE

Shalersville Township

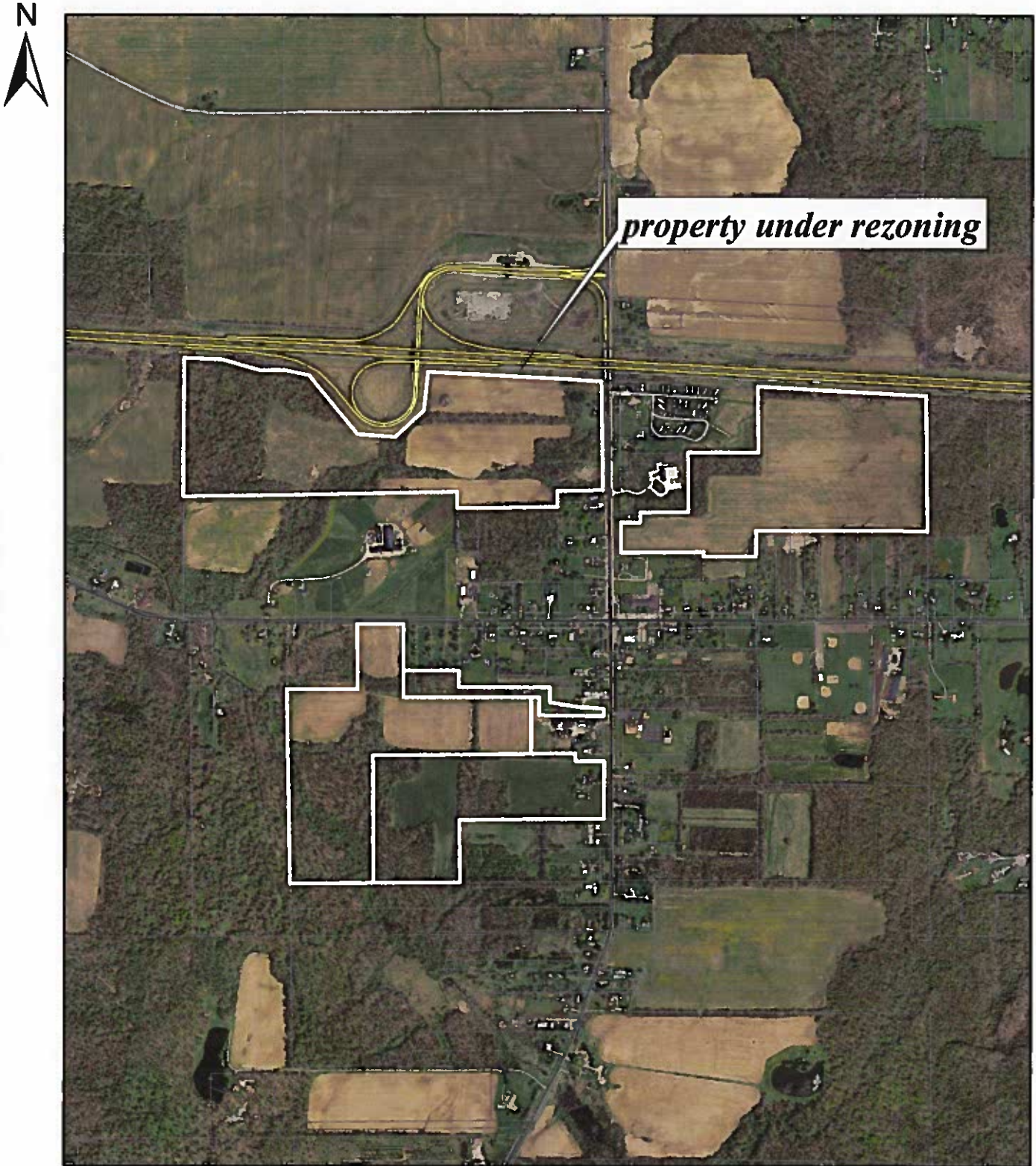
Property Rezoning from A/R-R to M-R Proposed Change Zoning



-  A/R-R Agricultural/Rural Residential
-  L-R Low Density Residential
-  R-2 Low Density Residential w/sewer
-  N-C Neighborhood Commercial
-  M-R Mixed Residential
-  LI-D Light Industrial

Shalersville Township

Property Rezoning from A/R-R to M-R Aerial View



**PORTAGE COUNTY REGIONAL PLANNING COMMISSION
WORK PROGRAM REPORT
DECEMBER 2017**

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 to design a master website for all local parks.

3. Portage County Fair Housing Program 2017- 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 they are being reviewed by the Prosecutor's office before we announce public meetings to discuss the proposed changes. Eventually bringing them to the County Commissioners for consideration and approval. Schedule to be announced soon. Met with Assistant Prosecutor's Office on October 9th to address legal questions posed by the Steering Committee. 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	6 Applications	6 Lots
Transfers to Adj Prop	<u>5 Applications</u>	<u>5 Transfers</u>
Total	13 Applications	10 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
- Brimfield Township
- Franklin Township
Text amendment for January meeting
- Freedom Township
- 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
- Ravenna City
We met to discuss their proposed JEDD. We continue to finalize their land use plan. Also, we prepared 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
We considered text language at the November meeting.
- Shalersville Township
Discussed variance info related to a requested height increase on an industrial zoned parcel. Assisted with Project Erie and attended the December Planning Commission meeting.
- City of Streetsboro
RPC staff submitted revised changes to Streetsboro staff about their comments to their Subdivision Regulations on March 24th. We met on March 29th to discuss the changes that are needed before we could finalize them. We revised a flow chart for their Subdivision Regulations. We discussed membership at the November meeting. We also discussed potentially using RPC services to assist with the update to their Master Plan.
- Suffield Township
Attended their December Planning Commission meeting, related to their land use plan
- Sugar Bush Knolls
- Windham Township
- Windham Village
We are moving forward with a land use plan. We attended their Planning Meeting on December 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. **The next meeting will be held 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 January 8th 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 looking to conduct a community meeting the week of January 22nd and will meet with the City of Ravenna Planning Commission in February and City Council between March - 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 15th.

5. Local Government Innovation Fund Marketing and Branding (planning) Grant.

- This is a planning grant for the purpose of Marketing and Branding Portage County. This is not an implementation grant.
- We hope to develop dozens of ideas that will help brand Portage County and the Cities, Villages, and Townships.
- We are exploring what other communities across the nation have done to market themselves and create a list of ideas that would be made available to everyone to utilize.
- We hope to add a Live/Work/Play section to the County's website
- We also are looking to better market our local schools regionally to establish more accurately the quality of our local schools.

F. COMMISSION MANAGEMENT/ADMINISTRATION

1. Marketing/Customer Service/Public Relations

2. Other

- **Celebrate Portage! /Visioning In Portage (VIP)** - Celebrate Portage! is to keep the key elements of the vision alive. The core concept of Celebrate Portage! is to celebrate the good to great things happening in the County. By doing so will bring greater awareness of what the County has to offer and to inspire others to action. The Awards Dinner and other events were completed on September 9th. The next Steering Committee meeting will be held on November 15th.

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 (unable to release funding decisions due to current lawsuit)	Pending	Worked with Sheriff's Department to submit grant for 10 MDT computers	\$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	
Grant Title	Due Date	Current Grant Being Considered	Amount	
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: 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	Working 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.	\$310,500,000 Available for year	
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	
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	
ODNR: Clean Ohio Trails Fund	February 1, 2018	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 2, 2018	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	\$3,000-\$250,000	

		matching funds to be available and spent on the approved project. The grant period is 12 months in duration		
Ohio EPA Grants Ohio EPA Grants Litter and Prevention Grants: : <i>Litter Management</i>	February, 2 2018	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 Litter and Prevention Grants: <i>Scrap Tire Grants</i>	February, 2 2018	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 Litter and Prevention Grants: <i>Recycling Market Development Grants</i>	February, 2 2018	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 maximum duration of 24 months.	\$250,000 awarded per project category	
Portage Foundation	February 15, 2018	Grants for community projects throughout Portage County.	\$2000	
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	
Historic Preservation Tax Credit Program:	*Historic Documentat ion, (Part 1 & 2) Feb. 28,	The Ohio Historic Preservation Tax Credit Program provides a tax credit in order to leverage the private redevelopment of		

Round 20	2018 by 5:00 *Application /Fee Submission Deadline: March 30, 2018 by 5:00	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	
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 maximum of \$30K	
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	
Alternative Fuel Vehicle Conversion Program	Ongoing as applications are deemed eligible, until all available funds have been allocated.	Ohio General Assembly in June 2016 created a new Alternative Fuel Vehicle Conversion Grant program and set aside \$5 million to be awarded 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.	Up to \$400,000	
USDA Community Facilities Grant and Loan	Ongoing	Provides affordable funding to develop essential community facilities in rural areas		

<p>Economic Development Administration (EDA) U.S. Department of Commerce</p> <p>FY2016-2019 Planning Program and Local Technical Assistance Program</p>	Ongoing	<p>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.</p>	\$300,000 ceiling	
<p>Economic Development Administration (EDA) U.S. Department of Commerce</p>	Ongoing	<p>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. EDA supports development in economically distressed areas of the United States by fostering job creation and attracting private investment</p>	\$3,000,000 ceiling; \$100,000 floor	
<p>Walgreens Community Grant Program</p>	Ongoing	<p>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.</p>	\$10,000	
<p>Dominion Foundation</p>	Monthly	<p>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</p>	\$1,000-\$15,000	

		campaigns is limited & provided on an exceptional basis.		
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
FEMA Fire Prevention and Safety Grants	TBD	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.		
FEMA SAFER grants	TBD	The Staffing for Adequate Fire and Emergency Response Grants (SAFER) was created to provide funding directly to fire departments and volunteer firefighter interest organizations to help them increase or maintain the number of trained, "front line" firefighters available in their communities. The goal of SAFER is to enhance the local fire departments' abilities to comply with staffing, response and operational standards established by the NFPA (NFPA 1710 and/or NFPA 1720).		
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	TBD	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.		
USDA Community Connect Grants	March 2018 Anticipated due date	This program helps fund broadband deployment into rural communities where it is not yet economically viable for private sector providers to deliver service	TBD	
Ohio Public Works Small Government Program	All applicants are required to have a Small Government Engineer's Plan Status Certification The 2018 funding year 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.	
Ohio Clean Diesel School Bus Fund	Due March 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 July 15 Nov 15 2017	Supports mostly Cuyahoga County, but may support economic development.		
CLG Grant-Ohio Historic Preservation Tax Credit Round 19	Requires a LOI by Feb. 2018 Application Submission Deadline: March 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.		None
LOWES Charitable and Educational Foundation Grants	March Based on last year	Grants used to help build better communities by providing monetary assistance to nonprofits and municipalities looking for support of high-need projects such as: building renovations/upgrades, grounds improvements, technology upgrades and safety.	\$2,000-\$100,000 with most falling between \$10K-\$25K	

Ohio Emergency Management Agency	March 2018	Reviewing for Brimfield safety project that is intended to help secure the township building by replacing glass in vestibule and other public areas that create a threat.	\$40,508	
US Department of Health and Human Services Drug Free Communities Support Program	March 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	
Rural Energy for America Program Renewable Energy Systems & Energy Efficiency Improvement Loans & Grants in Ohio	March 2018	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	
The Ohio Department of Public Safety Division of Emergency Medical Services	April 1, 2018 New grant periods July 1- Dec 1, 2017 March 1, 2018-June 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		
Ohio Emergency Medical Services: Board Priorities and Economic Hardship	April 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 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		The purpose of the State Board of Emergency Medical, Fire, and Transportation Services Grant		

Medical Services: Research Grants	April 2018	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.		
St. Luke foundation Healthy People	April 2018	Our Healthy People program strategy catalyzes and sustains opportunities to improve community health through the health home model of care and the reduction of obesity. A health home model of care starts with the person at its center. A health home model of care creates and nurtures partnerships between healthcare providers and the community through the exchange of health information and the delivery of comprehensive and coordinated care by a culturally competent workforce. Generally their focus is Greater Cleveland and Cuyahoga County.	Up to \$20,000; other amounts based on project	
Fire Prevention and Safety Grants	April 2018	Grant projects that enhance the safety of the public and firefighters.		
National Endowment for the Arts: Challenge America	April 2018 Submit SF-424 to Grants.gov Apr. to May 4, 2018 Full Submission	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. 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.	\$10,000	
Ohio Environmental Science and Engineering Scholarships	May 1, 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.	
Gar Foundation	May 1, 2018 New	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	\$5,000 plus	

	applicants must submit LOI	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		
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	
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	Up to \$175 million for all programs \$17.5 million for SGP \$3.5 million for EP \$65 million for LTP	

		minimum or maximum loan amount.		
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	
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	between \$30,000-\$100,000	

		larger project.		
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	
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	\$1,500,000	

		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.		
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 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.	10 million annually with up to \$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	Up to \$100,000 which includes support for recruitment and training of	

		<p>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 and women in active service, military families, and interested members of the public, may participate as well.</p>	facilitator	
<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	
Lake Erie Commission: Lake Erie Protection Fund (LEPF)	October 2018	<p>The Ohio Lake Erie Commission administers Ohio's Lake Erie Protection Fund, which was established to finance research and on-the-ground projects aimed at protecting, preserving and restoring Lake Erie and its watershed. Projects focus on critical issues facing Lake Erie, including: water quality protection, fisheries management, wetlands restoration, watershed planning, invasive species, algal bloom research, Lake Erie ecological shifts, and environmental measurements.</p>	Up to 50K with 25% match required	
Office of Criminal Justice Services (OCJS) Justice Assistance Grant Law Enforcement (JAGLE)	October 2018	<p>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.</p>	Up to \$20,000	

State Farm Insurance	Oct. 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	
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	
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	\$8,640,000 is available	

		nutrition programs, or improving access to food as part of a comprehensive service; Increase the self-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		
OCIS: 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.		

CDBG REPORT
January, 2018
Work Through December, 2017

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. It is anticipated that all construction will be completed by the end of January, 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 two requests for assistance received in December.

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 REGIONAL PLANNING COMMISSION
GENERAL WORK PROGRAM
2018**

PROJECT/WORK ITEM GENERAL TASKS	TIME FRAME¹
--	-------------------------------

A. Comprehensive Planning

- | | |
|---|-------------------------|
| 1. Portage County Comprehensive Economic Development Strategy Update (CEDS)(with NEFCO) | 1/18-12/18 |
| 2. City of Ravenna Land Use Plan | 1/18-6/18 |
| 3. Streetsboro Subdivision Regulations | 1/18-6/18 |
| 4. LGIP Parks Collaboration and Implementation Grant | 1/18-5/18 |
| 5. LGIP County Branding and Marketing Grant | 1/18-11/18 |
| 6. Septic Tank Program (Townships) | 1/18-12/18 |
| 7. City of Streetsboro | 1/18-12/18 ² |
| 8. Suffield Township Land Use Plan | 1/18-9/18 |
| 9. Windham Village Land Use Plan | 1/18-9/18 |

B. Plan Development and Implementation

- | | |
|---|-----------|
| 1. Update of Portage County Subdivision Regulations | 1/18-8/18 |
| a. Review of Proposed Selected Changes with Commissioners and RPC | 3/18 |
| b. Legal Review | 1/18-8/18 |
| c. Revisions resulting from above | 4/18 |
| d. Public review and hearings (2 hearings required) | 4/18-5/18 |
| f. Adoption by Commission and Commissioners | 8/18 |

¹ No date means ongoing-no project ending date or milestones

² In discussions only or developing a scope of services

PROJECT/WORK ITEM GENERAL TASKS

TIME FRAME¹

2. Other Plan Implementation Projects

- | | |
|---|-------------------|
| a. Grant Writing Program County Commissioners and Communities | 1/18-12/18 |
| b. Architectural Design Guidelines | 1/18-9/18 |
| c. Portage County SWOT tasks (TBD) | 1/18-6/18 |
| d. Ravenna Bike Plan | 1/18-9/18 |

C. Information Systems

1. Data acquisition and updates
2. Evaluate Web Site opportunities
3. Continue on County GIS Committee

D. Planning Administration

1. Subdivision Regulation Administration

Review of preliminary sketch plans, preliminary plan applications, plat applications and variance applications; review of minor subdivision applications. Coordination with other departments/agencies.

2. Zoning Text and Map Amendments

- a. Develop revisions to Zoning Resolutions or Ordinances as requested
- b. Review of proposed zoning amendments
- c. Map revisions as requested
- d. Review of Site Plans as requested by Communities
- e. Provide information/research as requested for future legislation.

3. Community and Economic Development Administration and Implementation

- | | |
|--|--------------------|
| a. 2016 CDBG Allocation Grant Administration | 1/18-8/18 |
| b. 2018 CDBG Allocation Grant | |
| 1. Solicit project requests, review, summarize for Commissioners | 2/18-6/18 |
| 2. Write grant application on selected projects | 6/18-7/18 |
| 3. Administer Grant upon receipt of grant agreement | 9/18 – 8/20 |
| c. Administration of Portage County (Excluding City of Kent) | |
| Portage CHIP Fair Housing | 1/18-12/18 |
| Portage County CDBG Allocation Fair Housing | 1/18-12/18 |

¹ No date means ongoing-no project ending date or milestones

² In discussions only or developing a scope of services

PROJECT/WORK ITEM GENERAL TASKS

TIME FRAME¹

E. Regional Coordination and Other Continuing Activities

1. Other Member Services As Requested

- a. Identify CEDS related projects and Coordination with NEFCO

2. Portage County Farmland Preservation

- a. Assistance to Farmers and Preparation of Applications for State AEPP funding (requires follow up if funded)
- b. Continued work on implementation of Farmland Preservation plan objectives as resources allow.

3. U.S. Census Update and Coordinate

4. Intergovernmental Reviews

Review of Local, Area and Statewide Grant Applications
Impacting Portage County

5. Akron Metropolitan Transportation Study (AMATS)

- a. Coordination of reviews of development projects in Portage County for traffic impact analysis.
- c. AMATS Technical Advisory Committee

6. Northeast Ohio Four County Regional Planning and Development Organization

- a. Serve on NEFCO Policy Board
- b. Serve on NEFCO ERTAC
- c. Assistance on Portage County Portion of CEDS (See Comprehensive Planning)

7. Portage County Housing Services Council

Council and Subcommittee work and meetings

8. Technical Assistance to and Coordination with Other County and Regional Agencies and Departments

¹ No date means ongoing-no project ending date or milestones

PROJECT/WORK ITEM GENERAL TASKS

TIME FRAME¹

- 9. Data/Information/Graphics to Developers, Businesses, Private Sector upon request**
- 10. Public Education**
 - a. Web Site updates, including maps, data, plans, links, publications, best practices, etc.
 - b. Public Officials Training
 - c. Portage County, Regional, and State Organizations Presentations
- 11. Portage Revitalization and Economic Planning (PREP)**
 - a. Every other month meetings with zoning inspectors, local planners, economic development administrators and chamber of commerce members from the entire county.
- 12. Quarterly Training Session with the Township Zoning Inspectors**
 - a. Continue quarterly meetings with Township Zoning Inspectors to provide assistance and knowledge for current zoning issues. This also provides an opportunity for Zoning inspectors to interact with one another and share information as needed.

F. Administration

1. Planning Commissioner Assistance and Commission Governance

- a. Survey of Members on Training Needs
- b. Member training
- b. Commission meeting organization, reports, recommendations
- c. Annual Meeting/Annual Report
- d. By-Laws Amendments as needed
- e. Revise and update personnel policies

4/18

2. Personnel

- a. Personnel Policies Update
- b. Update Job Descriptions/Salary Ranges
- c. Professional Development/Training (as funds allow)
- d. Staff Evaluations
- e. Planning and Project Staff Meetings

Weekly/and as needed

3. Facilities

- a. Repairs to Office Space
- b. Management of Facilities
- c. Lease/Purchase Agreement with County

¹ No date means ongoing-no project ending date or milestones

PROJECT/WORK ITEM GENERAL TASKS

TIME FRAME¹

4. Finance

- a. Financial Management
- b. Secure resources for planning and operations

5. Marketing/Customer Service

- a. Specialized data packages as requested
- b. Annual Report Development and Publication

4/18

¹No date means ongoing-no project ending date or milestones

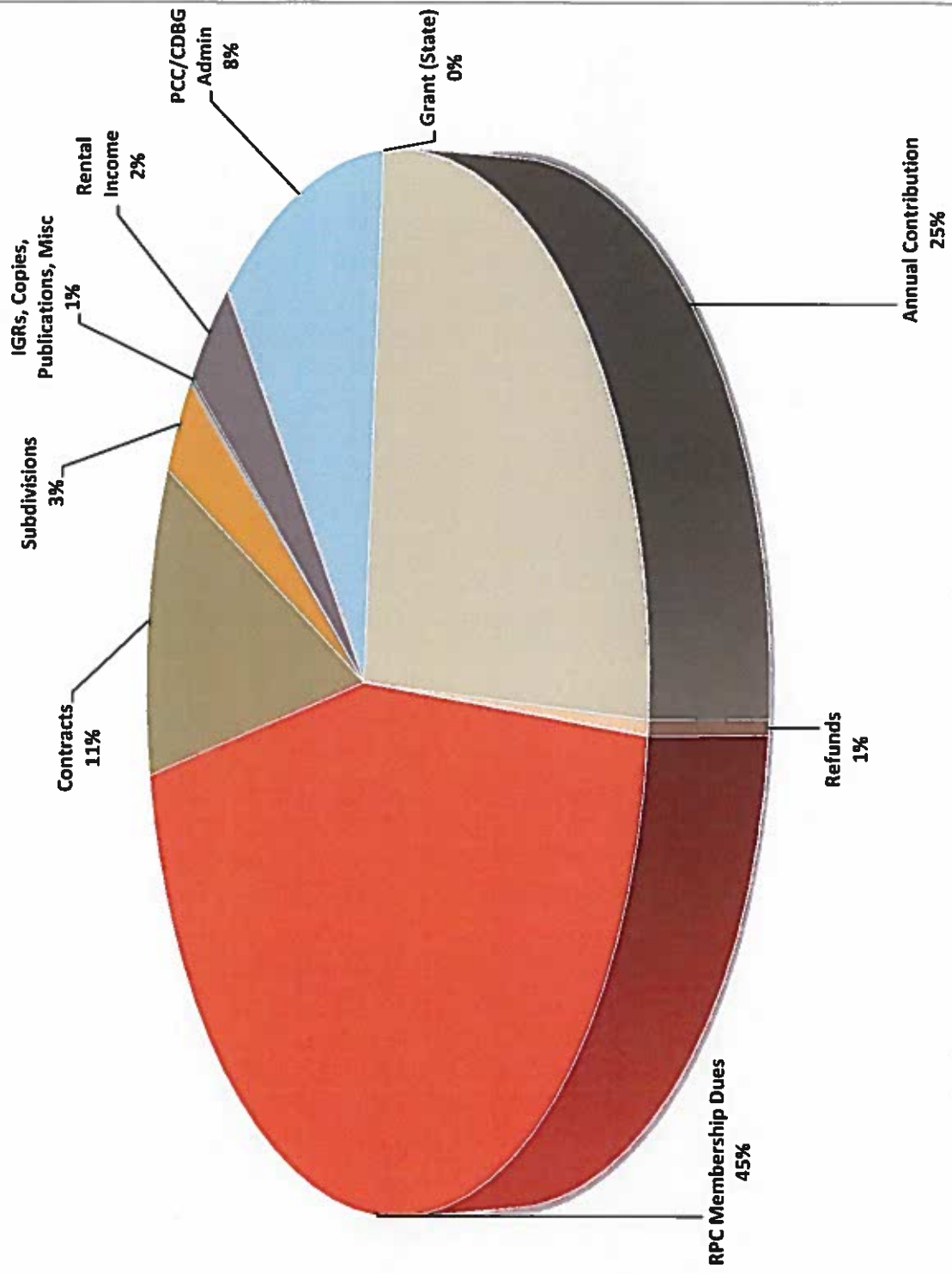
**PORTAGE COUNTY RPC
FINANCIAL STATEMENT
December 31, 2017**

	Month to Date		Year to Date	
Beginning Cash Balance	\$ 85,312.63	<-- Dec 1st-->	\$ 10,271.71	<-- Jan. 1st
Total All Receipts	\$ 18,544.51		\$ 504,320.13	
Total All Expenditures	\$ 68,995.35		\$ 479,730.05	
Ending Cash Balance	\$ 34,861.79	<--Dec 31st -->	\$ 34,861.79	

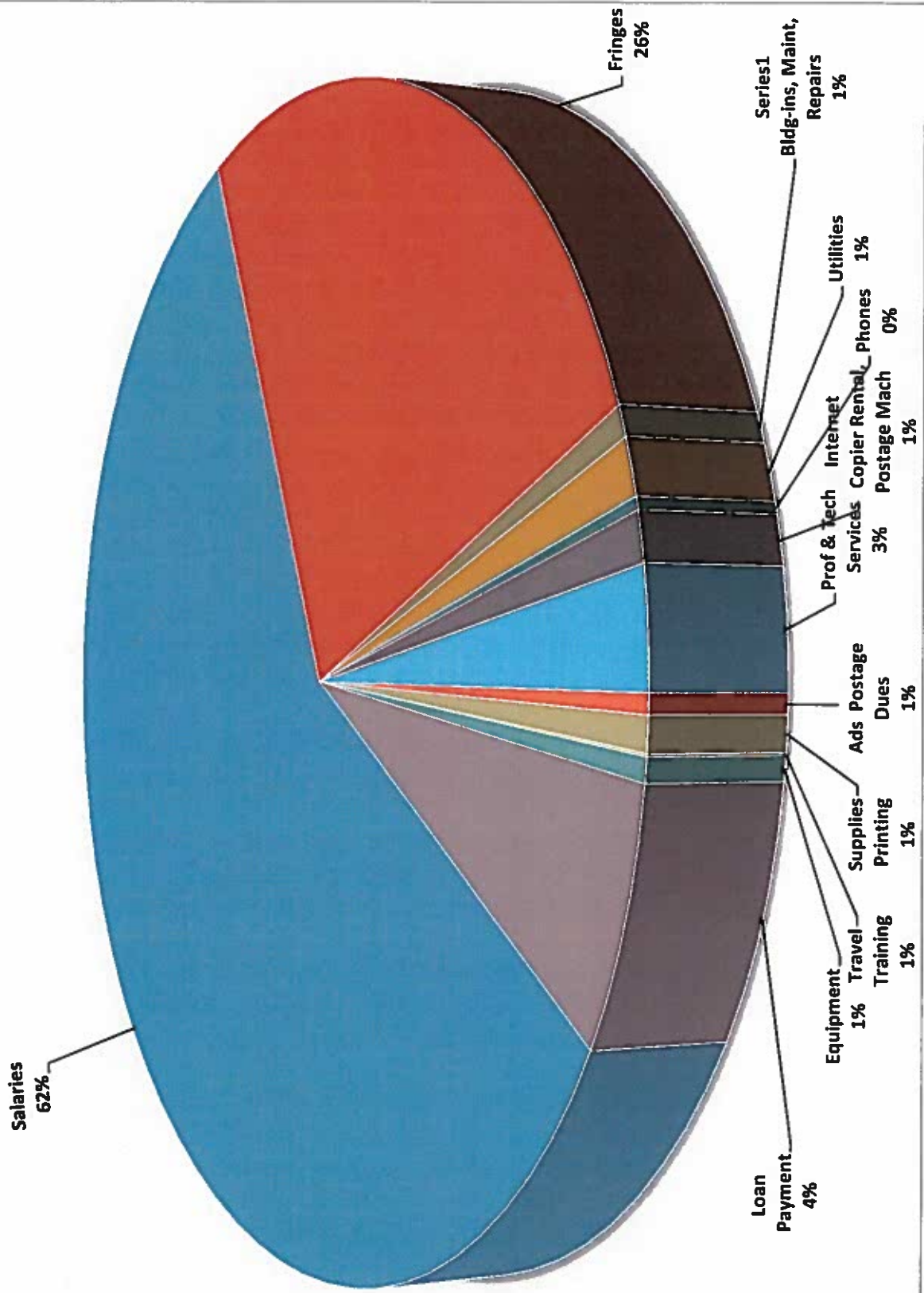
REVENUES	Budget	M-T-D	Y-T-D	Accts Recvble	Balance	% recvd
RPC Membership Dues	229,462.00	-	228,945.25	-	516.75	100%
Subdivisions	11,000.00	875.00	17,180.00	-	(6,180.00)	156%
IGR's	100.00	-	100.00	-	-	100%
Copies/Misc.(community over hrs)	1,000.00	-	758.24	-	241.76	76%
Publications	-	-	-	-	-	0%
Grant (State)	-	-	-	-	-	0%
Rental Income	20,400.00	1,500.00	18,900.00	1,175.00	1,500.00	93%
Contracts	43,000.00	5,608.85	53,573.17	3,915.39	(10,573.17)	125%
Contract Portage County	67,000.00	10,403.85	57,601.30	6,050.86	9,398.70	86%
Annual Contribution	70,000.00	-	125,000.00	-	(55,000.00)	179%
Refund/Reimbursement	2,000.00	131.81	2,187.17	329.87	(187.17)	109%
Donation	-	25.00	75.00	-	(75.00)	
TOTAL REVENUE	443,962.00	18,544.51	504,320.13	11,471.12	(60,358.13)	114%
January 1, 2017 Unencumbered						
Cash Balance	10,032.00					
TOTAL CERTIFICATE OF RESOURCES	453,994.00					

EXPENDITURES	Budget	M-T-D	Y-T-D	Encumbered	Balance	% expend
3 Salaries	287,552.00	33,443.65	285,618.14	-	1,933.86	99%
3 PERS	40,258.00	4,682.14	39,986.75	-	271.25	99%
3 Medicare	4,061.00	464.53	3,968.12	-	92.88	98%
3 Workers Comp	5,042.00	568.55	4,855.65	-	186.35	96%
3 Health Insurance	71,669.00	8,302.35	71,668.08	-	0.92	100%
4 Contract Services	2,229.00	199.00	2,225.89	-	3.11	100%
4 Travel/Training	1,105.00	54.48	358.82	-	746.18	32%
4 Dues	1,112.00	-	590.00	-	522.00	53%
4 Publications	400.00	-	124.00	-	276.00	31%
4 Utilities	7,850.00	471.17	6,900.90	-	949.10	88%
4 Advertising	400.00	-	76.45	-	323.55	19%
4 Telephone	3,000.00	665.41	1,502.63	-	1,497.37	50%
4 Postage	1,700.00	-	1,699.00	-	1.00	100%
4 Repairs	1,850.00	192.00	1,407.00	-	443.00	76%
4 Maint/Custodial Contract	2,924.00	210.00	2,190.00	-	734.00	75%
4 Equip/Copier Rental	3,640.00	242.86	3,637.87	-	2.13	100%
4 Professional & Technical Services	3,528.00	2,406.00	3,236.00	-	292.00	92%
4 Audit Services	500.00	-	36.90	-	463.10	0%
4 Computer Services	1,200.00	-	716.86	-	483.14	60%
4 Legal Services	10,000.00	833.33	10,000.00	-	-	100%
4 Insurances (Bldg & Bonds)	-	-	-	-	-	0%
5 Supplies	3,500.00	290.88	2,632.69	-	867.31	75%
5 Photocopying/Printing	2,200.00	75.24	1,386.60	-	813.40	63%
5 Equipment/Software	2,883.00	-	2,882.94	-	0.06	100%
5 Furniture	-	-	-	-	-	0%
6 Building Improvements	-	-	-	-	-	0%
7 Refund/Reimbursement	-	-	-	-	-	0%
8 Debt Service (Loan)	31,933.00	15,893.76	31,788.76	-	144.24	100%
TOTAL 2017 EXPENDITURES	490,536.00	68,995.35	479,490.05	-	11,045.95	98%
2016 Carryover Encumbrances						
4 Custodial Contract	240.00	-	240.00	-	-	100%
Total 2016 Encumbrances	240.00	-	240.00	-	-	
GRAND TOTAL	490,776.00	68,995.35	479,730.05	-	11,045.95	

PCRPC REVENUE SOURCES 2017



PCRPC EXPENDITURES 2017



CDBG FUNDS
12/31/17

FUND	BEGINNING CASH BALANCE	RECEIPTS	EXPENDITURES	ENDING CASH BALANCE
Formula 2015 Grant (BF-15)	2,120.15	-	2,120.15	-
Formula 2016 Grant (BF-16)	40,498.34	122,000.00	69,783.66	92,714.68
New Horizons Grant (BD-16)	6,232.58	-	1,638.62	4,593.96
TOTAL	48,851.07	122,000.00	73,542.43	97,308.64

12/31/17

BF 15 2015 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
(01)	Neighborhood Fac/Comm Center Franklin Twp ADA	\$ 35,000.00	\$ -	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00	\$ -
(02)	Garrettsville Parking Lot Parking Facilities	\$ 50,000.00	\$ -	\$ 47,879.85	\$ 2,120.15	\$ -	\$ 50,000.00	\$ -
(03)	Neighborhood Fac/Comm Center Mantua Township Elevator	\$ 75,000.00	\$ 2,120.15	\$ 77,120.15	\$ (2,120.15)	\$ -	\$ 75,000.00	\$ -
(04)	Parks/Recreation Facilities McElrath neighborhood Ballfield	\$ 39,000.00	\$ -	\$ 39,000.00	\$ -	\$ -	\$ 39,000.00	\$ -
(05)	Private Rehabilitation Phoenix II Roof replacement	\$ 44,200.00	\$ -	\$ 44,200.00	\$ -	\$ -	\$ 44,200.00	\$ -
(07-1)	Fair Housing Program (County)	\$ 7,000.00	\$ -	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	\$ -
(07-2)	General Administration	\$ 53,800.00	\$ -	\$ 53,800.00	\$ -	\$ -	\$ 53,800.00	\$ -
	Return to Grantor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTALS	\$ 304,000.00	\$ 2,120.15	\$ 304,000.00	\$ 0.00	\$ -	\$ 304,000.00	\$ -

Grant Period: 9/01/15 - 10/31/17

2016 Formula Grant

		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	\$ 37,755.00	\$ 44,370.58	\$ 77,029.42	\$ 111,300.00	\$ 121,400.00	\$ -
	(02-1) Fair Housing Program (County)	\$ 7,000.00	\$ 436.44	\$ 4,885.95	\$ 2,114.05	\$ -	\$ 7,000.00	\$ -
	(02-2) General Administration	\$ 55,000.00	\$ 8,328.79	\$ 52,076.90	\$ 2,923.10	\$ 10,700.00	\$ 55,000.00	\$ -
	(03) Ravenna City Sidewalk replacement	\$ 63,100.00	\$ 19,348.43	\$ 55,873.25	\$ 7,226.75	\$ -	\$ 63,100.00	\$ -
	(04) Mantua Center School	\$ 36,800.00	\$ 3,915.00	\$ 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	\$ 69,783.66	\$ 185,685.32	\$ 124,314.68	\$ 122,000.00	\$ 278,400.00	\$ 31,600.00

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

2016 New Horizons 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	
BD 16 (01) (02)	Fair Housing Program	\$ 12,800.00	\$ 1,638.62	\$ 8,578.60	\$ 4,221.40	\$ -	\$ 12,800.00	\$ -	\$ 12,800.00	\$ -	\$ -
	General Administration	\$ 2,200.00	\$ -	\$ 2,200.00	\$ -	\$ -	\$ 2,200.00	\$ -	\$ 2,200.00	\$ -	\$ -
TOTALS		\$ 15,000.00	\$ 1,638.62	\$ 10,778.60	\$ 4,221.40	\$ -	\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	\$ -

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

LGIP Fund 8520
12/31/17

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
20160809

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

RESOLUTION

No. 18-01

**RE: AUTHORIZATION TO ENTER INTO AN AGREEMENT
WITH THE PORTAGE COUNTY PROSECUTOR'S OFFICE
FOR LEGAL SERVICES.**

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

WHEREAS: The Portage County Regional Planning Commission is in need of legal services, and

WHEREAS: The Portage County Regional Planning Commission authorizes to enter into a Fee Agreement with the Portage County Prosecutor's Office to provide said services beginning January 1, 2018 and ending December 31, 2018 for a fee not to exceed \$10,000; NOW THEREFORE BE IT

RESOLVED: The Portage County Regional Planning Commission does hereby approve entering into a Fee Agreement with the Portage County Prosecutor's Office for an amount not to exceed \$10,000.

UPON CALL FOR VOTE BY CHAIRMAN, 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 January 10, 2018.

Jim DiPaola, Chairman

Todd Peetz, AICP, Secretary