

AGENDA

PORTAGE COUNTY REGIONAL PLANNING COMMISSION

WEDNESDAY, MARCH 14, 2018

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

4:30 P.M.

I. **CALL TO ORDER**

II. ***APPROVAL OF FEBRUARY 14, 2018 MEETING MINUTES**

III. **SUBDIVISIONS**

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

IV. **ZONING**

- *1. Brimfield Township Text Amendment Re: Section 510.07, Driveways; Section 600.04, Location of Parking Areas.
- *2. Rootstown Township Text Amendment Re: Section 390.06.2, Supplemental Regulations for Medical Marijuana Cultivation and Processing Facilities.

V. **EXECUTIVE COMMITTEE**

A. **WORK PROGRAM**

- 1. February 2018 Work Program Report
- 2. February 2018 CDBG Report

**Needs Action*

B. FINANCE

***1. February 2018 Financial Statements**

- VI. *Set dates for the Regular Meeting of the Portage County Regional Planning Commission (Resolution No. 18-05)**

VII. DIRECTOR'S REPORT

- 1. Update on Building Status**

VIII. OTHER BUSINESS

- *1. Appointment of Nominating Committee**
- 2. Next Meeting – Wednesday, April 11, 2018 – RPC Meeting Room at 124 North Prospect Street, Ravenna, Ohio 44266**

IX. ADJOURNMENT

**Minutes
Portage County Regional Planning Commission
February 14, 2018**

Portage County Regional Planning Commission dated February 14, 2018 at 4:35 p.m. The meeting was held in the Portage County Regional Planning Commission Meeting Room, 124 North Prospect Street, Ravenna.

Members Present:

Atwater Twp., John Kovacich	Franklin Twp., Sam Abell	Garrettsville Vill., Tom Collins
Hiram Twp., Steve Pancost	Hiram Vill., Robert Dempsey	Mantua Vill., Paula Tubalkain
Nelson Twp., Kevin Cihan	Palmyra Twp., Sandy Nutter	Paris Twp., Tom Smith
Randolph Twp., Victoria Walker	Ravenna City, Frank Seman	Ravenna Twp., Jim DiPaola
Rootstown Twp., Joe Paulus	Sugar Bush Knolls Vill., Jim Beal	Suffield Twp., Adam Bey
Windham Twp., Rich Gano	Shalersville Twp., Ronald Kotkowski	PARTA, Clayton Popik
Windham Vill., Deborah Blewitt	Portage Park District, Allan Orashan	
Water Resources, Tia Rutledge		
P.C. Commissioner, Sabrina Christian-Bennett		
P.C. Commissioner, Vicki Kline		
P.C. Commissioner Mike Kerrigan		

Alternates Present:

P.C. Commissioner Kerrigan Alternate, Jim Greener

Staff Present:

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

Members Absent:

Brimfield Twp., Wendi O'Neal	Freedom, Jeffrey Derthick	Mantua Twp., Victor Grimm
Streetsboro City, Glenn Broska	County Engineer, Mickey Marozzi	
Soil & Water, James Bierlair		

Public Present

R. Costin	J. Kusner	S. Wallenhorst	M. Organ
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The Regional Planning Commission meeting was called to order by Chairman, Jim DiPaola.

APPROVAL OF JANUARY 10, 2018 MEETING MINUTES

The January 10, 2018 minutes were presented. J. Kovacich made a motion to approve the minutes as presented. Motion seconded by M. Kerrigan. Motion carried with 22 Yeas

SUBDIVISIONS

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

Rich Costin, representative of Maplecrest, LLC. said they were working towards getting the plans approved and having all of the bond amounts set so that it can be approved at the March meeting.

M. Kerigan made a motion to approve an extension of time until March 14, 2018. Motion seconded by J. Kovacich. Motion carried with 22 Yeas.

Replat of Sublot 51 and Part of Sublot 21 in the "Fairlane Estates Allotment" on Summerset Drive, Lot 13 in Suffield Township, Doug and Alysha Moore, applicant

J. Kovacich made a motion to approve an extension of time until March 14, 2018. Motion seconded by K. Cihan. Motion carried with 22 Yeas.

Replat of Sublots 11 – 14 and Sublots 15 – 17 in the "McElrath Park Allotment" on Winfield and Terrill Street, Lot 11 S.D. in Ravenna Township, Portage County Land Reutilization Corporation, applicant

V. Kline made a motion to approve an extension of time until March 14, 2018. Motion seconded by J. Paulus. Motion carried with 22 Yeas.

ZONING

Brimfield Township Text Amendment – Report presented by T. Peetz

Amendment No. 1 – 3

Brimfield Township is clarifying the sign requirements mostly dealing with the height and size.

The proposed language would allow for monument signs to be larger however it also decreases the directional sign and also limits one sign for the main access not two signs for corner lots.

Staff recommends approval of the proposed amendment.

Amendment No. 4

Brimfield Township is proposing to add the following to Section 700.17, Signage Along I-76:

E. LOCATION OF SIGNAGE SHALL BE FREE AND CLEAR OF ANY DIRECT IMPACT TO NEIGHBORING PROPERTY OWNERS AND THE GENERAL PUBLIC REGARDING THE POTENTIAL DROP ZONE.

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

Amendment No. 5

Brimfield Township is proposing the following under Section 510.07, Driveways:

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

The proposed language in "B" is going from a minimum to a maximum would really limit the property owner. A three car garage would not be able to comply and if someone wanted extra space in their driveway it would not be permitted. Staff recommends not making the proposed changes in "B" that includes maximum widths. Staff also recommended amending or deleting Diagram 510.07.B as the dimensions are too small for a typical residential home.

The second part of "B" deals with culvert replacement by the Township and new driveways. We think the existing language is okay and recommend where the private driveway and the right-of-way converge that their widths match at that point.

After much discussion by the Commission it was recommended that Amendment No. 5 be tabled until the March 14, 2018 Regional Planning Commission meeting.

Amendment No. 6

Brimfield Township is proposing to tie Section 510.07.B to the paving requirements found in this Section. Brimfield Township is proposing to add the following to Section 601.00, Paving Requirements:

B. Single-family and two-family parking, aisles and circulation areas residences can be improved with gravel or lime rock provided that Section 510.07.B paving requirements are met to the approval of the Road Superintendent.

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

Staff recommends approval of the proposed amendment.

Amendment No. 7

Brimfield Township would like to clarify private street widths for public safety and for passage of emergency vehicles. Brimfield Township is proposing the following under Section 510.08, Private Roadways:

- A. All private roadways shall have a minimum improved surface of ~~twenty-two (22)~~ twenty-five (25) feet in width for the safe passage of emergency vehicles and fire apparatus, unless otherwise governed by the Portage County Subdivision Regulations or Brimfield Township Fire Department Regulations.

Staff recommends approval of the proposed amendment.

Amendment No. 8

Brimfield Township is proposing the following under Section 600.04, Location of Parking Areas:

- C. No parking ON THE SIDEWALK AND/OR closer than five (5) feet to any edge of pavement or any public road.
- D. Driveway requirements as specified in Section 510.07.

Brimfield Township is clarifying parking locations in order to ensure safety. Staff recommended deleting "D" as this pertains to construction criteria and Part "C" should mention parking on the sidewalk. The concern with "C" is enforcement. Enforcement may be an issue especially with cars parking on the streets when there is no more parking in the driveway for a special event, holiday or family occasion.

After discussion by the Commission it was recommended that Amendment No. 8 be tabled until the March 14, 2018 Regional Planning Commission meeting.

M. Kerrigan made a motion to table Amendment No. 5 and 8 until the March 14, 2018 Regional Planning Commission Meeting. Motion seconded by J. Kovacich. Motion carried with 24 Yeas.

M. Kerrigan made a motion to following staff recommendations on Amendment No. 1 – 4 and 5-7. Motion seconded by J. Paulus. Motion carried with 24 Yeas.

Franklin Township Text Amendment – Report presented by T. Peetz.

Franklin Township recently approved a map amendment that allowed the I-1 zoning to be shown on the map as an active district. The new I-1 District was located on the formerly known Oak Knolls Golf Course. As a result of the zoning change there was a great deal of concern over the impacts to commercial and especially to residential properties adjacent to the subject property. The Township is

proposing to amend the purpose statement of the I-1 District to further clarify the desire to protect adjoining properties from objectionable uses in the district.

Franklin Township is proposing the following under Section 3201.01, Industrial Research and Office District, Purpose:

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

Staff recommends approval of the proposed amendment. S. Christian-Bennett made a motion to follow staff recommendation. Motion seconded by R. Dempsey. Motion carried with 24 Yeas.

Randolph Township Text Amendment – Report presented by T. Peetz.

Randolph Township is clarifying the actions that require a permit and/or a fee associated with such identified activities under Section 108, Guidelines.

The language proposed further clarifies for residents when they need a permit or a zoning certificate. Staff recommends approval of the proposed amendment. J. Paulus made a motion to follow staff recommendation. Motion seconded by V. Kline. Motion carried with 24 Yeas.

EXECUTIVE COMMITTEE

Work Program

January, 2018 Work Program Report

Todd presented the January 2018 Work Program Report.

- Atwater Township – Staff wrote a trails grant for the old school park.
- Brimfield Township – A cost estimate was provided to update their zoning resolution.
- Franklin Township – Staff attended the Zoning Commission meeting in January to discuss comparing zoning from Brady Lake Village with Franklin Township and reviewed Village owned land for possible use. The next meeting will be held on February 15, 2018.
- Freedom Township – Staff worked on a parcel map.

- Mantua Township – Staff is continuing to help with coordination of the Mantua Center School development plan.
- Palmyra Township – Staff met with Township representatives about an Emergency Management Grant and Nature Works Park Grant.
- Ravenna City – Staff has continued to work on a Land Use Plan and is working with the City on the proposed JEDD. The next community meeting is scheduled for February 22, 2018. Todd will also be meeting with the Planning Commission on February 27, 2018 to go over the draft. A scope of services for a bike plan was also prepared.
- Ravenna Township – Staff is working with their JEDD.
- Shalersville Township – Staff has been assisting with Project Erie and has discussed variance information related to a requested height increase on an industrial zoned parcel.
- Suffield Township – Todd is attended their December Planning Commission meeting related to their land use plan.
- Windham Village – Staff has been working with the Village on a land use plan. A community meeting has been scheduled for February 12, 2018.
- Quarterly Zoning Inspector (QZI) Meeting –A meeting was held on January 25, 2018 at 6:00 p.m. at the RPC office. The County Building Official and Water Resources Director presented their suggestions on how to coordinate with their office. The next meeting is to be determined, but topics received included hybrid dogs (wolf mix), medical marijuana and skill games.
- Portage County Land Reutilization Corporation (Land Bank) –A meeting was held on February 12, 2018 at 1:00 p.m. at the Reed Memorial Library and the next meeting will be held on March 12, 2018 at 1:00 p.m. at the Neighborhood Development Services Offices. The Annual Meeting will be held on April 9, 2018 at 1:00 p.m. at the Reed Memorial Library. The meetings will then be held quarterly going forward.
- Portage County Storm Water Program - We have a total of 7 households that have requested assistance with their septic system.
- Local Government Innovation Fund – Countywide Parks and Recreation Collaboration and Coordination Plan – The next Steering Committee meeting will be held on February 20, 2018 at the RPC offices. The only component left to complete is the website.

January, 2018 CDBG Report

2015 Community Development Allocation Grant

Neighborhood Facility/Community Center – Mantua Township Elevator

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

2016 Community Development Allocation Grant

Neighborhood Facilities/Community Center (Windham Community Center)

Construction is nearing completion. Due to the weather delays all work is anticipated to be completed by the end of February.

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

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

Neighborhood Facilities/Community Center (Adult Day Services)

The specifications are being prepared for the RFP.

Public Facilities (Ravenna City Sidewalks)

All work has been completed.

2018 Community Development Allocation Grant

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

Finance

January, 2018 Financial Statement

J. DiPaola stated that the Executive Committee reviewed the January, 2018 financial statements and recommends acceptance. J. Kovacich made a motion to approve the January, 2018 financial statements as presented. Motion seconded by J. Paulus. Motion carried with 24 Yeas.

Authorization to Enter into Contract with the City of Ravenna for Fair Housing Services for the 2017 Community Housing Impact and Preservation Program (CHIP) (Resolution No. 18-02)

V. Kline made a motion to approve entering into contract with the City of Ravenna to provide Fair Housing Services for an amount not to exceed \$4,000. Motion seconded by J. Paulus. Motion carried with 24 Yeas.

Authorization to Enter into Contract with the City of Streetsboro for the Preparation of the City's 2018/2019 Master Plan Update (Resolution No. 18-03)

J. Paulus made a motion to approve entering into contract with the City of Streetsboro for the preparation of the City's 2018/2019 Master Plan Update for an amount not to exceed \$18,090.80. Motion seconded by J. Kovacich. Motion carried with 23 Yeas and 1 Nay (T. Smith).

Set Appropriations for the 2016 LGIF/LGIP Countywide Parks & Recreation Plan (Resolution No. 18-04)

The Budget Commission certified funds in the amount of \$10,299 for the Countywide Parks & Recreation Plan. The funds need to be appropriated as follows:

Contract Services	\$5,011
Project Expenses	\$5,288

K. Cihan made a motion to appropriate the funds as presented in Resolution No. 18-04. Motion seconded by V. Kline. Motion carried with 24 Yeas.

OTHER BUSINESS

Next Meeting

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

DIRECTOR'S REPORT

- An orientation meeting will be held on February 26, 2018 at 6:00 p.m. at the RPC Office for any new RPC Members. It is recommended that anyone wishing to attend to RSVP.

- A meeting will be scheduled for some time in March for a Marketing and Branding meeting to talk about how we can market our own communities as well as the County as a whole. A survey will go out to determine what day of the week and time would be best to hold the meeting.

ADJOURNMENT

S. Christian-Bennett made a motion to adjourn the meeting at 5:20 p.m. Motion seconded by J. Kovacich.

Minutes approved at the March 14, 2018 Meeting.

Jim DiPaola, Chairman

Todd Peetz, Secretary



Meeting called to order on February 14, 2018 at: 3:30 pm

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

Staff: T. Peetz E. Beeman

J. DiPaola opened the meeting at 3:30 p.m. The minutes of January 10, 2017 were presented. T. Smith made a motion to dispense with the reading of the minutes and to approve the minutes as presented seconded by J. Beal. Motion carried unanimously.

WORK PROGRAM as reported by T. Peetz

Planning Administration

A total of 9 subdivision applications were submitted during the month of January 2018 creating 7 new lots. Todd gave a heads up for April 2018 the land bank will be submitting multiple replats.

Atwater Township

Staff prepared and submitted a trails grant for the old school park.

Brimfield Township

Staff prepared a zoning text amendment re: monument and directional signs; driveways; paving requirements; private roadways; parking areas. It is on today's full commission agenda for review and discussion.

Franklin Township

Staff has been working with the township to incorporate Brady Lake zoning into their Zoning Resolution.

Freedom Township

Staff is working on parcel maps so their zoning districts can be noted/highlighted.

Mantua Township

Staff is continuing to help with coordination of the Mantua Center School development plan. Staff is working to reformat their zoning resolution.

Palmyra Township

The township is working with Amy in reference to NatureWorks and fire protection grants for 2018. Staff submitted an AFG Grant for the township.



Quarterly Zoning Inspectors (QZI) Meeting

The meeting was held on 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. A total of 141 active parcels have been completed to date for the mapping project. It will help with the marketing of the properties going forward.

Portage County Storm Water Program

Todd reported there are a minimum of at least 10 more properties forthcoming in 2018.

Ravenna City Land Use Plan

Staff met with city officials on December 11, 2017. We are working closely with the City's core group to develop goals, objectives and strategies. Feedback was received on the mapping and approximately 50 surveys have been returned. This project is 95% complete. We are looking to conduct a community meeting the week of January 22 and will endeavor to meet with the City of Ravenna Planning Commission on January 30, 2018 and City Council between March/May 2018. The next meeting is scheduled for Thursday, February 22, 2018 at the Reed Memorial Library. A meeting has been set for Tuesday, February 27th to meet with the Planning Commission for their review. The final step will be to meet with City Council.

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

A steering committee meeting was held on February 20, 2018 at the RPC offices. Todd reported talking to a web designer who is working with the Park District. This project is 90% complete. An extension has been requested.

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 when looking for grants to know what communities are in need of.

2015 CDBG Formula Grant

Neighborhood Facility/Community Center – Mantua Township Elevator

Ohio Edison has installed the electrical poles as requested by the township. All of the elevator parts have been manufactured. Canton Elevator will start to assemble and install the elevator the first week in August. It is estimated that it will take 5 weeks to complete the installation of



installation of the elevator is completed the contractor will complete the interior work in the lobby.

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

Neighborhood Facilities/Community Center (Coleman Adult Day Services)

CDBG funds will be used to replace 215 lights of 21 different types located throughout the building, exterior walkways and parking. The specifications are being prepared for the RFP.

Public Facilities (City of Ravenna)

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

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

Fair Housing

Fair housing services including landlord/tenant information, discrimination complaints, training, posters and brochures will be provided for the residents of Portage County, excluding the City of Kent. There were no requests for assistance received in January.

Todd reported on the monitoring visit from the State on the BF 15 Critical Infrastructure Grant.



Resolution #18-02 Authorization to enter into contract with Neighborhood Development Services (NDS) for fair housing services for the 2017 CHIP Grant not to exceed \$4,000 was presented. A motion was made by T. Smith to enter into contract for fair housing services with the Neighborhood Development Services (NDS) not to exceed \$4,000 seconded by J. Beal. Motion carried unanimously.

Resolution #18-03 Authorization to enter into Contract with the City of Streetsboro for the preparation of the City's 2018/2019 Master Plan update for an amount of \$18,090.80. A motion was made by D. Blewitt to enter into Contract with the City of Streetsboro for the preparation of the City's 2018/2019 Master plan update, seconded by S. Nutter. Motion carried with 1 Nay (T. Smith) 6 yeas.

Resolution #18-04 Authorization to set appropriations for the 2016 LGIP Countywide Parks & Recreation Plan for 2018 as follows:

85209064 400000	5,011	Contract Services
85209064 427000	5,288	Project Expenses

A motion was made by T. Smith to authorize the setting of 2018 appropriations for the LGIP Fund 8520 as presented, seconded by S. Nutter. Motion carried unanimously.

A special meeting was set for February 27, 2018 to discuss whether or not the offices of the Portage County RPC should relocate to the administration building. A packet of information to help with that decision was given to members to help with that decision.

Todd stated we have limited the hours of our part time GIS Planner to 12 hours a week. Todd did contact former employee Claudia James to see if she was interested to work PT. She indicated she is not available and is in near future will be moving out of state. Todd had his wife Kirsten come in to make some maps to see if she is able to use the program. Todd stated his long term goal is to hire a planner with GIS training.

There being no further business to come before the Committee a motion was made by T. Smith to adjourn the meeting at 4:31 p.m. Seconded by S. Bennett. Motion carried unanimously.

Chairman, Jim DiPaola

Secretary, Todd Peetz, AICP

Minutes submitted for approval by Secretary on March 14, 2018



Meeting called to order on February 27, 2018 at 12:00 p.m.

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

Staff: T. Peetz E. Beeman

Absent: S. Nutter

J. DiPaola opened the meeting at 12:00 p.m.

The Executive Committee members met today to discuss the possibility of relocating the offices of the Portage County Regional Planning Commission.

All members were given the following to help with making a decision:

- Scenario 1 – to remain at current facility; overhead costs as well as positive reasons for staying
- A list of future repairs/replacement costs were noted
- Scenario 2 – Move offices to 449 S Meridian pros and cons and sell the building
- Scenario 3 – Move offices to 449 S Meridian and retain building and rent out
- Information on HVAC/Air Conditioning units for all spaces and when they were installed
- Information on Hot Water Heaters for all units
- Roof replacements/warranties
- USDA Loan updates and how much is remaining on loans
- List of all repairs paid by RPC from 1999 through 2017
- RPC By Laws in relation to selling building

Discussion held. J. Beal stated he would like to know what the terms of agreement with the Portage County Commissioners would be if the RPC offices are relocated to the administration building. S. Bennett stated rent and utilities would be offered to RPC as an in-kind donation. J. Beal asked if the terms of agreement would be a multi-year agreement or for just a specific period of time? T. Smith stated the cost of the relocation costs should be evaluated as well. S. Bennett stated it has been discussed to locate the RPC on the 3rd Floor and make a nice size meeting room on the 1st floor. J. DiPaola stated the entire office could be moved within 1 week. T. Peetz stated there will be downtime to get set up again.

J. Beal asked if the building could be put up for sale to see if the sale would generate enough to pay off the debt service. In the meantime RPC will collect rents from the current tenants and still be looking for new tenants for any empty spaces. The question would then be how long do we keep the building or do we keep the building. Todd stated he would increase the rent from



the current rate of \$5.50 sq. ft. to \$8.50 sq. ft. Jack Kohl was contacted to look for potential renters.

Allan Orashan stated the building would probably have to be auctioned off. J. DiPaola stated you could offer it for sale by sealed bids. S. Bennett stated the County does it by sealed bids. J. DiPaola stated the infrastructure of this building complex is going to start killing us. J. Beal stated the capital improvements are going to be costly in the future. J. DiPaola stated he envisions the building taking so much money and effort to keep it in order and with a reduced staff it doesn't make good business sense. Then you are being a property manager instead of a planner.

J. DiPaola stated with all the upcoming new plans for the City of Ravenna such as the new movie theatre and if store fronts start improving we could then be sitting on prime property. We could keep it, rent it out and put it up for sale. A. Orashan recommended someone do a market analysis and/or appraisal S. Bennett agreed. USDA Loan #1 was for \$326,000 for the purchase of the building. An amount of \$115,499.73 is owed as of 12/31/17 USDA Loan #2 was for \$133,000 for the rehab of the building. An amount of \$66,224.86 is owed as of 12/31/17. In addition to what is owed to the USDA 2 debt service payments were put to the end of the loan paid by the Portage County Commissioners and not reimbursed by the RPC.

J. Beal stated if someone were to start drafting up a proposed agreement under which RPC would occupy the premises and with regard to RPC a long term plan for the building complex on North Prospect. The two go hand in hand; you can't have one without the other. J. DiPaola stated we need to do 2 things:

- Get a building appraisal
- Get proposed in-kind agreement with the County

J. Beal stated if RPC were to move to the administration building would they be in a better position to be debt free and membership revenue stabilize to allow the RPC to live within the budgeted revenue. Long term we probably are better off moving. The question short term is what mechanism you put in place so that RPC isn't disadvantaged in the interim while the offices are moved and they still retain the facility. You need to plan for both. T. Smith stated if you have renters they are going to want a lease. If the building were to go up for sale it may cause the renters to leave. On the other hand if someone was to come along and want to buy the property it could deter them if they don't want any renters. A. Orashan stated you could get a buyer who is looking at it as an investment they would probably have the intent on leasing it out. J. Beal stated from a buyer's standpoint having the reassurance that any leases will be up within a certain period is palatable. D. Blewitt was asked for the name of the mover who recently moved Windham Village offices. S. Bennett agreed to get a proposed agreement for the Board of Commissioners. Todd was instructed to have a building appraisal completed. J. DiPaola stated the employees need to be doing what they were hired to do instead of constant maintenance tasks on the building.



T. Smith made a motion to recommend to the full Commission the RPC vacate the 124 North Prospect offices and take advantage of the Board of Portage County Commissioners offer contingent upon the proposed County offer, seconded by A. Orashan. Motion carried unanimously.

There being no further business to come before the Committee a motion was made by J. Beal to adjourn the meeting at 1:04 p.m. Seconded by S. Bennett, Motion carried unanimously.

Chairman

Jim DiPaola

Secretary, Todd Peetz, AICP

Minutes submitted for approval by: Secretary on March 14, 2018

**PLAT of SUBDIVISION KNOWN AS
MAPLECREST PARKWAY SUBDIVISION" No 1 on TALLMADGE ROAD, LOTS 36 &
19 in BRIMFIELD TOWNSHIP**

Case No. 17-19
Reviewed By: Haley Wachholz/Todd Peetz
Date Submitted: 7-18-17
Due: 8-18-17 (extension of time; every month until 3-14-18)

APPLICANT: Maplecrest LLC
1201 S. Main Street
North Canton, OH 44720

REQUESTED ACTION & HISTORY:

The applicant requests a review of the plat for Maplecrest Parkway Subdivision, a proposed commercial/ industrial mix subdivision along the Western boundary of Brimfield Township. The Plat's purpose is to change the use from a golf course to general commercial and light industrial. The property was originally the location of the Maplecrest Golf Club and classified as Residential-Office (R-O) but changed in January 2017 to a combination of general commercial (G-C) and light industrial (L-I).

Seven sublots totaling 116.07 acres will be platted. A new road off of Cascade Rd. and Tallmadge Rd. will be platted into the subdivision by the name if Maplecrest Pkwy.

LOCATION: Vicinity Map (Exhibit 1)

The proposed Subdivision is located in the northwest quadrant of Brimfield Township. The Northern and Eastern boundaries of the properties boarder Tallmadge which is part of Summit County. The proposed subdivision is off of Tallmadge Rd. which runs East to West through the central part of the township into Summit County.

SIZE & ZONING: (Exhibit 2)

Size:

Area in lots	116.07 acres
Road right-of-way	6.69 acres
Existing right-of-way	2.48 acres
Open Space*	8.73 acres
Total	136.44 +/- acres

* Open space required is 6.7 acres; provided is 8.73 acres on this property.

Site zoning: **Site:** The areas in lots 19 and 36 are zoned General Commercial (G-C) in the southern section and Light Industrial (L-I) in the Northern section.

General Commercial (G-C)

	<u>Required</u>	<u>Lot 1</u>	<u>Lot 2</u>
Min. lot size	1 ac.	4.92 ac.	3.47 ac.
Min. frontage	100 ft.	606.29 ft.	392.5 ft.
Min. lot width	100 ft.	263.00 ft.	233.5 ft.

<u>Lot 3</u>	<u>Lot 4</u>	<u>Lot 5</u>
1.99 ac.	19.77 ac.	24.63 ac.
223.5 ft.	621.65 ft.	728.31 ft.
317.78 ft.	336.27 ft.	644.65 ft.

Light Industrial (L-I)

	<u>Required</u>	<u>Lot 6</u>	<u>Lot 7</u>
Min. lot size	.5 ac.	5.61 ac.	58.15 ac.
Min. frontage	100 ft.	849.85 ft.	1093.11 ft.
Min. lot width	100 ft.	750.37 ft.	1703.24 ft.

Zoning: The plat site is in the General Commercial (G-C) and Light Industrial (L-I) zoning categories.

LAND USE: **Site:** The existing structures are to all be demolished on these lots.

Surrounding: Land surrounding the platted lots are zoned (IC) Integrated Commercial to the south and areas to the North located in Tallmadge as part of Summit County. Surrounding Tallmadge zoning to the North and Eastern boundaries are (I-1) industrial.

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

PHYSICAL LIMITATIONS TO DEVELOPMENT (Exhibit 3):

Soils: In order from highest percentage of subdivision to lowest soils on the plat site are Bogart silt Loam with 0 to 2 percent slopes, Canfield silt loam with 2 to 6 percent slopes, canfield silt loam with 6 to 12 percent slopes, Chili loam with 2 to 6 percent slopes, chili loam with 6 to 12 percent slopes, chili silt loam with 2 to 6 percent slopes, Jimtown loan with 0 to 2 percent slopes Sebring silt loam with 0 to 2 percent slopes and Udorthents.

- **Bogart Silt Loam, 0-2% slopes (BgA):** This soil type is moderately well drained, formed from outwash. This soil type has no frequency of ponding or flooding and is not a hydric soil.

- Canfield Silt Loam, 2-6% slopes (CdB): This soil type is moderately well drained, formed from till. This soil type has no frequency of ponding or flooding.
- Canfield Silt loam, 6-12% slopes (CdC): This soil type is moderately well drained, formed from till. This soil type has no frequency of ponding or flooding and is not a hydric soil.
- Chili Loam, 2-6% slopes (CnB): 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.
- Chili Loam, 6-12% slopes (CnC): 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.
- 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.
- Jimtown Loam, 0-2% slopes (JtA): This soil type is somewhat poorly drained. This soil type has no frequency of ponding or flooding and is not a hydric soil.
- Sebring Silt Loam, 0-2% slopes (Sb): This soil type is poorly drained, formed from till. This soil type has no frequency of flooding but does experience a frequency of ponding and is classified as a hydric soil.

Wetlands:

According to the Portage County Wetland Inventory, there does not appear to be wetlands on the site. However wetlands are in close proximity with areas identified as wetlands along the western and northern border of the property and several small spots to the east of the property.

The Plat, however, identified several small wetlands including 2 close to the Tallmadge Rd. boundary and 2 along the North Eastern boundary.

Flood Hazard:

The FEMA Flood Insurance Rate Map does not show any flood hazard areas on the site, however, there is a creek that runs through the property along the boundary where a building is proposed. The location of the creek could propose flooding issues for the building even though the creek is proposed to be rerouted.

To combat potential flooding issues basins have been proposed to catch excess water off of the property and overflow to the stream to prevent flooding and control drainage.

COMMENTS FROM OTHER DEPARTMENTS & AGENCIES:

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

COMPLIANCE WITH COUNTY SUBDIVISION REGULATIONS:

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

603.1 Appropriate financial guarantee approved by County Commissioners.

603.2 Guarantee for Maintenance approved by County Commissioners.

631.1 Approval by Water Resources of detailed plans with Resolution from County Commissioners.

632.1 Appropriate financial guarantee approved by County Commissioners.

637 Guarantee of Workmanship performance agreement approved by County Commissioners.

COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:

The platted lots meet zoning requirements.

ANALYSIS:

Primary issues for this plat involve insufficient information being issued by the applicant, corrections ranging from scale and location of buildings on the plat to proper paperwork and notarial acknowledgement have been brought up as concerns and these have since been met.

Physical limitations are addressed as several small wetlands and proposed building along the locations of an existing stream. Plans have been made to reroute the stream and add catch basins for property runoff.

RECOMMENDATIONS: Staff recommends approval once all comments have been met.

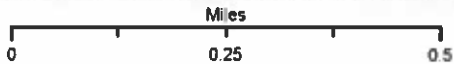
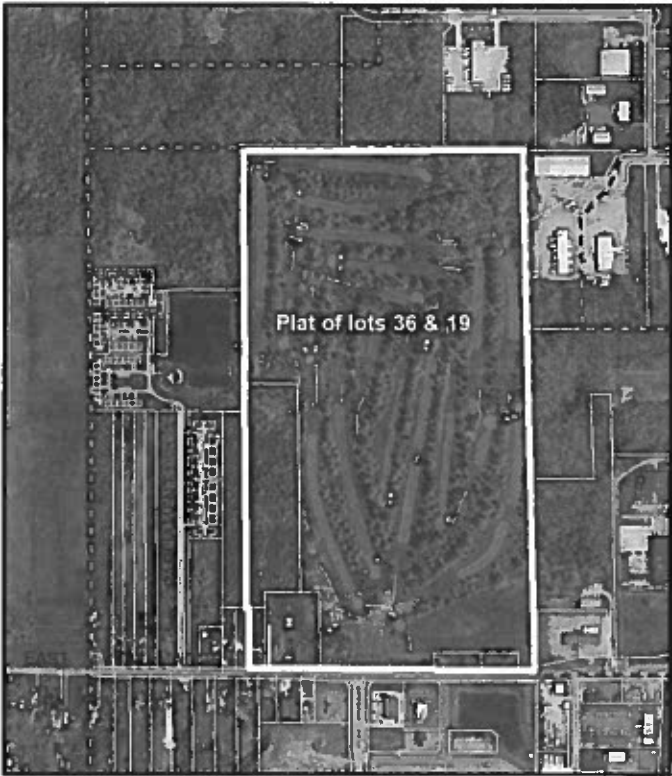


Exhibit 1

**Maplecrest Parkway
Subdivision No. 1**
Brimfield Township

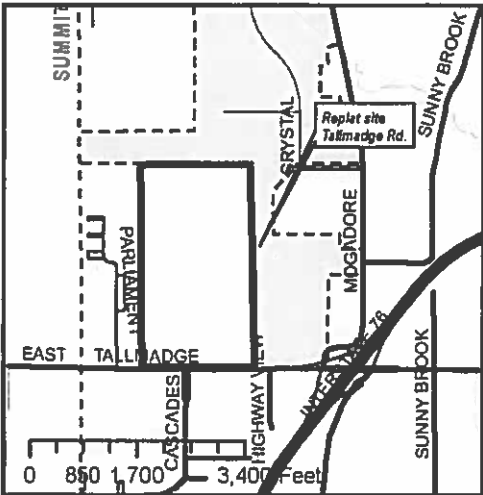
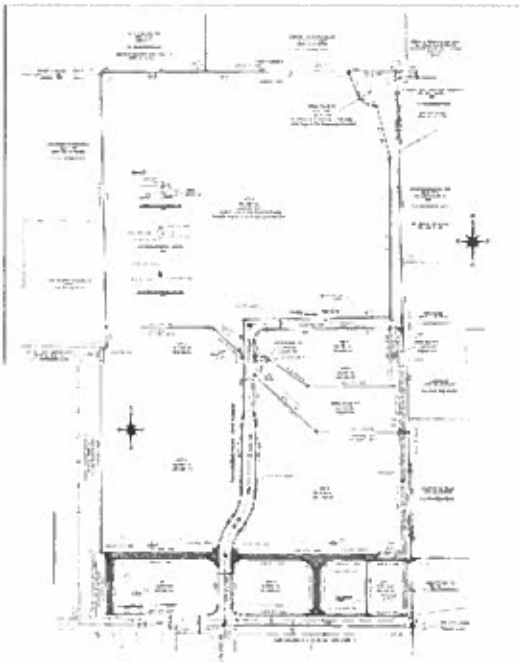
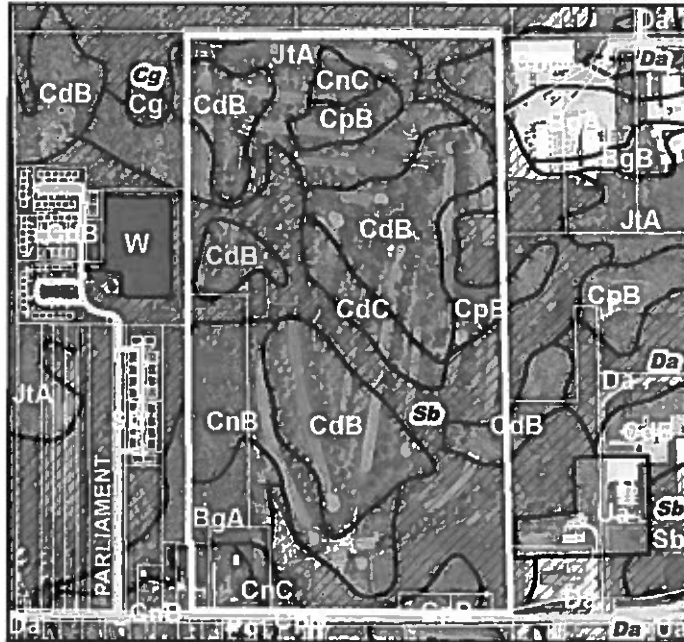


Exhibit 2
Replat





Portage County Soil Survey
Digital version, 2006.

 Hydric soils

0 1,200 2,400 4,800 Feet



FEMA Flood Insurance Rate Map, 2013

Exhibit 3

Soils, Wetlands, Flood Hazard Areas & Priority Conservation Areas

Maplecrest Parkway
Subdivision No 1
Brimfield Township

Wetlands &
Priority Conservation Areas



 Wetlands

 Flood Zone A

 Flood Zone AE

**PLAT of SUBDIVISION KNOWN AS
FAIRLANE ESTATES ALLOTMENT CREATING LOT 51R
SUFFIELD TOWNSHIP**

Case No. 18-02
Reviewed By: Todd Peetz
Date Submitted: 2-6-18
Due: 2-6-18 (extension of time until 3-14-18)

APPLICANT: Doug and Alysha Moore
1449 Summerset Dr.
Mogadore, OH 44260

REQUESTED ACTION & HISTORY:

The applicant requests a review of the plat for Fairlane Estates Allotment, with an existing residential home that was built in 1971 on Summerset Drive near Congress Lake Road in Suffield Township. The replat's purpose is to combine a pre-existing lot into the main lot to remove an internal lot line. This will allow the property to be fully utilized rather than be encumbered by the existing lot line. The property is zoned Urban Residential (R-2).

The new lot 51R will total .4649 of an acre.

LOCATION: Vicinity Map (Exhibit 1)

The proposed lot 51R is located in the northeast quadrant of Suffield Township. The lot is located in the Fairlane Estates Allotment on Summerset Drive off of Congress Lake Rd. which runs north and south through the central part of the township into Stark County.

SIZE & ZONING: (Exhibit 2)

Size: Area .4649 of an acre

Site zoning: Urban Residential (R-2):

Urban Residential (R-2)

	<u>Required</u>	<u>Lot 51R provided</u>
Min. lot size	.23 ac	.4649 ac.
Min. frontage	80 ft.	135 ft.
Min. lot width	80 ft.	135 ft.

LAND USE: **Site:** There is an existing residential structure on site, built in 1979.
Surrounding: Land surrounding the replatted lot is zoned (R-2) Urban Residential and there are existing residential homes surrounding the property.

UTILITIES: There is sewer and central water available.

PHYSICAL LIMITATIONS TO DEVELOPMENT (Exhibit 3):

Soils: There is only one soil type associated with this replat which is Canfield silt loam with 2 to 6 percent slopes.

- Canfield Silt Loam, 2-6% slopes (CdB): This soil type is moderately well drained, formed from till. This soil type has no frequency of ponding or flooding.

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
<i>Chief Building Official:</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>County Engineer:</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Health Dept.:</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Soil & Water Conservation Dist.:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Tax Map:</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Water Resources Dept.:</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Suffield Township:</i>	<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:

No changes necessary.

COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:

The replatted lot does meet zoning requirements.

ANALYSIS: Primary issues for this replat involve combining the lots to better utilize the property with ability to meet setback requirements per the zoning. The home was built in 1971.

Physical limitations were not identified for this site.

RECOMMENDATIONS: Staff recommends approval once all comments have been met.

Fairlane Estates Allotment Creating Lot 51R Replat Suffield Township



0 100 200
Feet

Exhibit 1

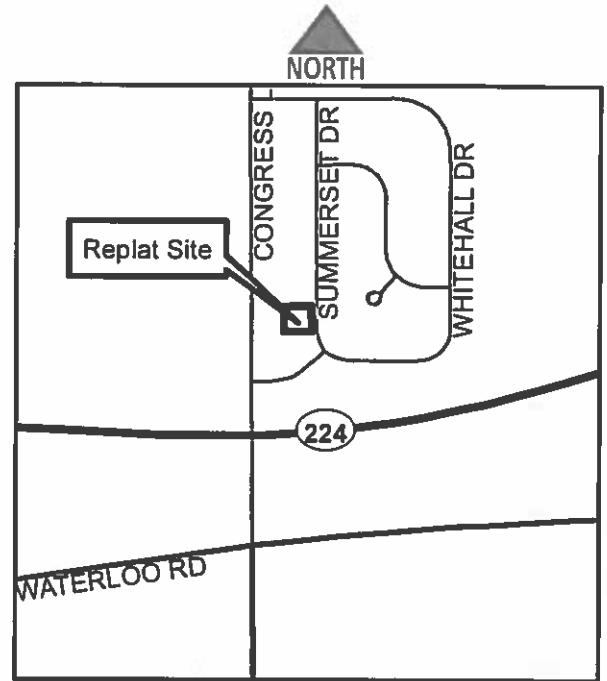
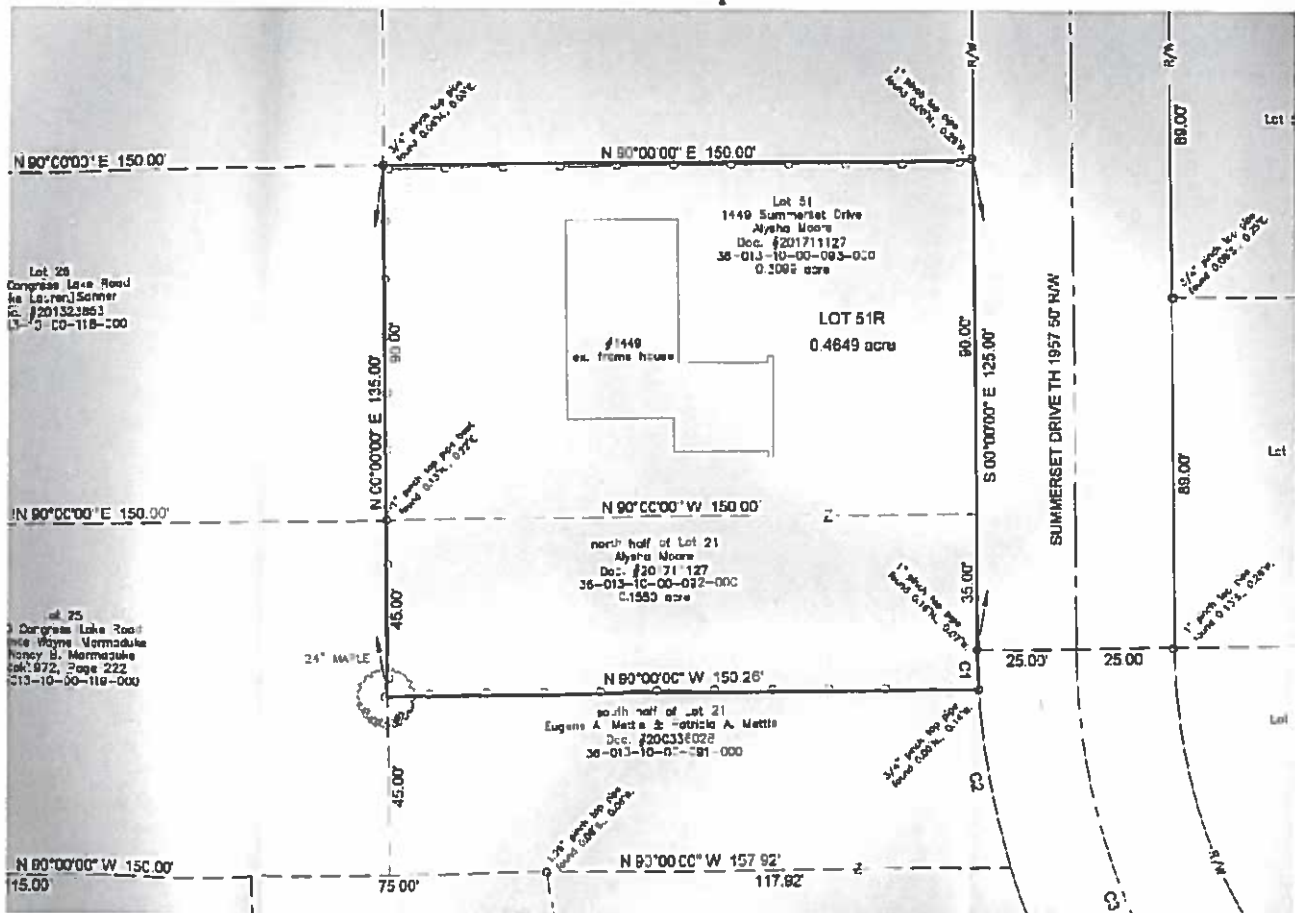


Exhibit 2: Replat



Soils, Wetlands, Flood Hazard Areas & Priority Conservation Areas

Fairlane Estates Allotment
Suffield Township
Creating Lot 51R





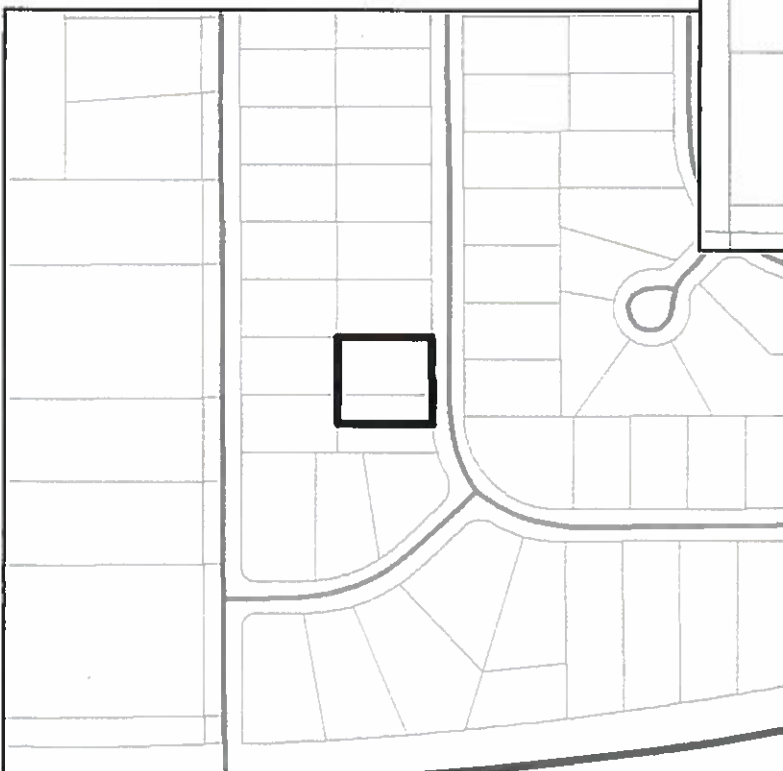
Portage County Soil Survey Digital version, 2010

 Hydric soils





Portage County Wetland Inventory, 2013
(Not a delineation)

 Wetlands (over 5 acres)
 Priority Wetlands



FEMA Flood Insurance Rate Map, 2013

 Flood Zone A
 Flood Zone AE

**REPLAT of SUBLOTS 11-14 & 15-17
OF BLOCK "H" IN McELRATH PARK OF McELRATH BUILDING COMPANY'S
ALLOTMENT CREATING LOTS 12-R AND 16-R
RAVENNA TOWNSHIP**

Case No. 18-03
Reviewed By: Todd Peetz
Date Submitted: 2-6-18
Due: 2-6-18 (extension of time until 3-14-18)

APPLICANT: Portage County Land Reutilization Corporation
120 E. Main St.
Ravenna, OH 44266

REQUESTED ACTION & HISTORY:

The applicant requests to combine lots 11-14 to create lot 12-R and to combine lots 15-17 to create lot 16-R in the Block "H" of the McElrath Park Allotment. Lot 12-R is at the corner of Winfield Street and Terrill Street. Lot 16-R is on Terrill Street. The replat's purpose is to combine pre-existing lots into 2 lots that will meet the zoning requirements. This will allow the properties to be fully utilized rather than be encumbered by the existing lot lines. The property is zoned Residential High (RH).

The new lot 12-R will total .3581 of an acre and lot 16-R will be .2686 of an acre.

LOCATION: Vicinity Map (Exhibit 1)

The proposed lots are located in the northwest quadrant of Ravenna Township. The lot is located in the McElrath Park Allotment Block "H" on Terrill Street and also Winfield Street which are north of Cleveland Avenue.

SIZE & ZONING: (Exhibit 2)

Size: Area .6267 of an acre

Site zoning: Residential High (RH):

Residential High (RH)

	<u>Required</u>	<u>Lot 12-R provided</u>	<u>Lot 16-R provided</u>
Min. lot size	.2 ac	.3581 ac.	.2686 ac.
Min. frontage	60 ft.	120 ft.	90 ft.
Min. lot width	60 ft.	130 ft.	90 ft.

LAND USE: **Site:** There are vacant lots at this time.

Surrounding: Land surrounding the replatted lots are zoned (RH) residential high density and there are existing residential homes in the area of the property.

UTILITIES: There is sewer and central water available.

PHYSICAL LIMITATIONS TO DEVELOPMENT (Exhibit 3):

Soils: There are three soil types associated with this replat which are Canfield-Urban land complex rolling, Fitchville-Urban land complex, nearly level, Ravenna silt loam with 0 to 2 percent slopes.

- Canfield –Urban land complex rolling (CfC): This soil type is 20-60% undisturbed, sometimes requires filling or leveling and can have hazardous erosion if left bare during construction. This soil type is not assigned a capability unit; not assigned to a woodland suitability group.
- Fitchville –Urban land complex, nearly level (FnA): This soil type is 20-60% undisturbed, nearly level soil. This soil type is not assigned a capability unit; not assigned to a woodland suitability group.
- Ravenna silt loam (ReA): This soil type has 0 to 2% slopes and is nearly level, may have spots of poorly drained soil. Surface is subject to seasonal wetness.

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
<i>Chief Building Official:</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>County Engineer:</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Health Dept.:</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Soil & Water Conservation Dist.:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Tax Map:</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Water Resources Dept.:</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Suffield Township:</i>	<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:

316.24 – Approval by Tax Map

320.7- Statement Line for Sanitary Engineer

COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:

The replatted lots meet zoning requirements.

ANALYSIS: Primary issues for this replat involve combining the lots to better utilize the property with ability to meet setback requirements per the zoning.

Physical limitations were not identified for this site.

RECOMMENDATIONS: Staff recommends approval once all comments have been met.

McElrath Park Sublots 11-14 & 15-17 Replat

Ravenna Township



0 100 200
Feet

Exhibit 1

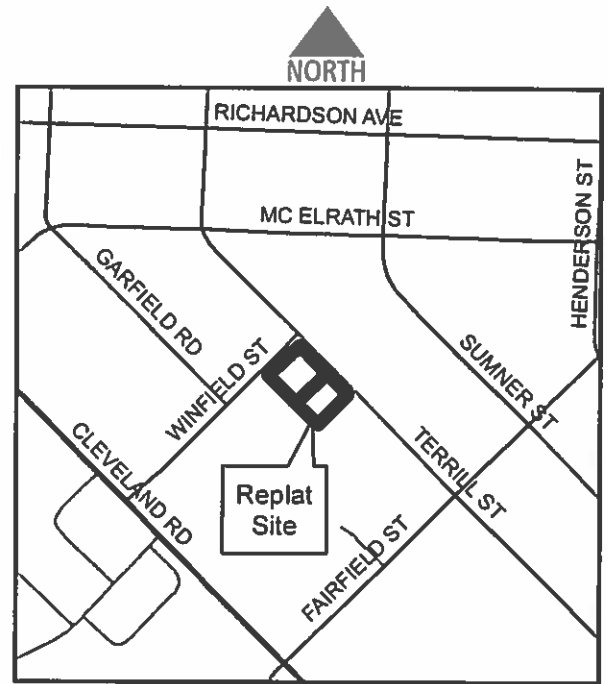
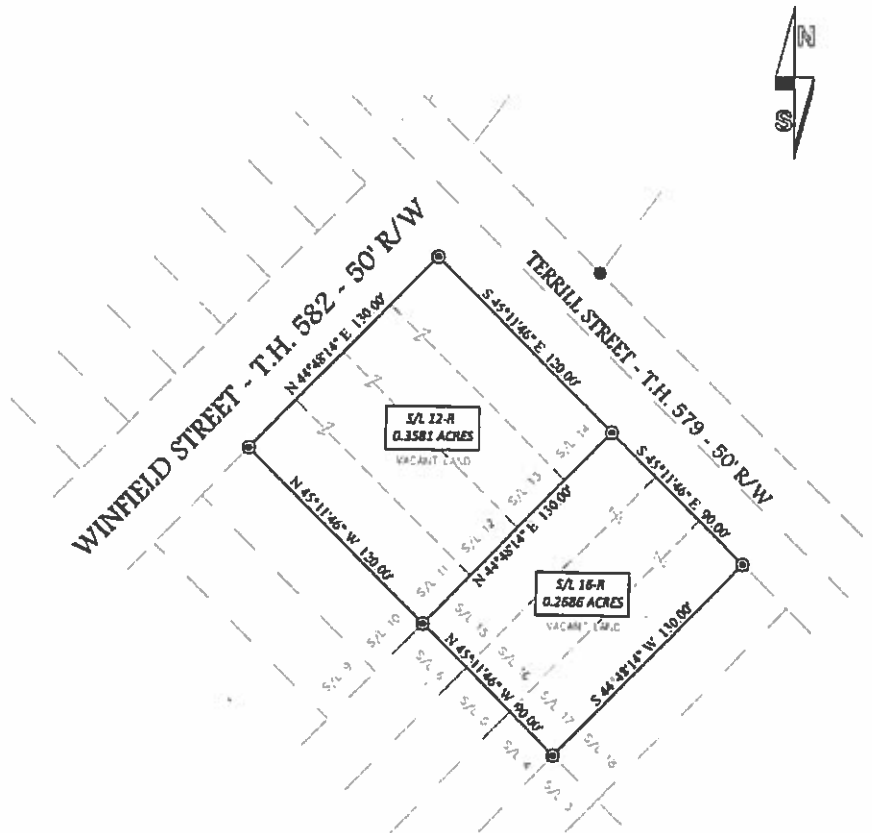


Exhibit 2: Replat



Soils, Wetlands, Flood Hazard Areas & Priority Conservation Areas

McElrath Park
Ravenna Township
Replat of Sublots
11-14 & 15-17 of Block H



Portage County Soil Survey Digital version, 2006

 Hydric soils



Portage County Wetland Inventory, 2000
(Not a delineation)

 Wetlands (over 5 acres)

 Priority Wetlands



FEMA Flood Insurance Rate Map, 2009

 Zone A - Flood Hazard Area

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

Received: January 29, 2018
Tabled: February 14, 2018
Meeting Date: March 14, 2018

Reviewed by: Todd Peetz

**Amendment 5
Section 510.07 Driveways**

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

Section 510.07 Driveways

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

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

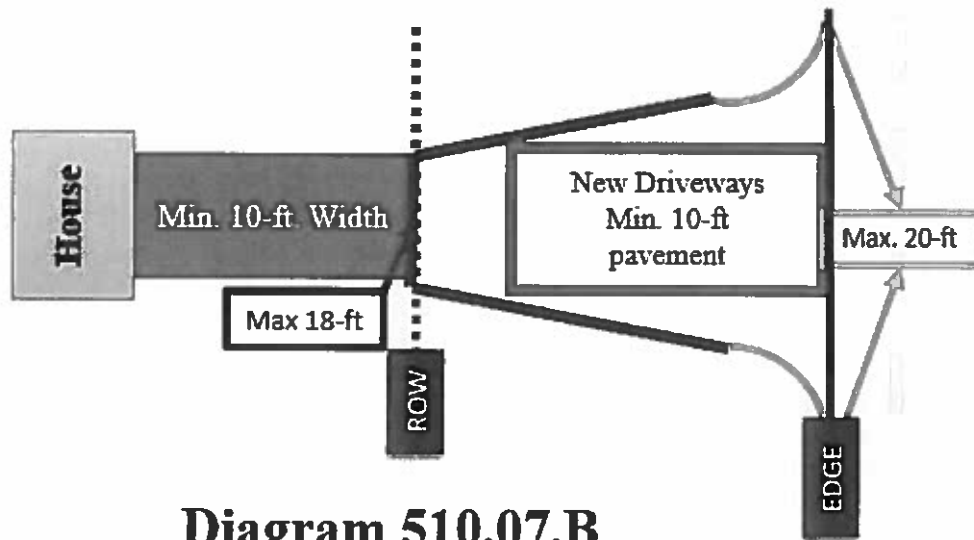


Diagram 510.07.B

Staff Comments: The proposed language in “b.” going from a minimum to a maximum really limits the property owner. A three car garage would not be able to comply and if someone wanted a little extra space in their driveway it would not be permitted. We would recommend not making the proposed changes in “b” that includes maximum widths. The second part of “b” deals with culvert replacement by the Township and new driveways. We think the existing language is okay and added that where the private driveway and the right-of-way converge that their widths match at that point. We would also recommend to amend or delete Diagram 510.07.B as the dimensions are simply too small for a typical residential home.

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

Amendment 8
Section 600.04 Location of Parking Areas

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

Section 600.04 Location of Parking Areas

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

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

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

Staff Recommendations: Staff would recommend approval as amended.

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

Received: February 26, 2018
Meeting Date: March 14, 2018

Reviewed by Todd Peetz

At the February 20, 2018 Rootstown Zoning Commission regular meeting, a motion was passed unanimously to amend Section 390.06 of the Zoning Resolution.

AMENDMENT 1

Section 390.06 Z Existing:

Medical Marijuana Cultivation and Processing Facilities shall comply with the following:

1. Only one facility in the township.
2. The entity would provide training and equipment related to firefighting for medical marijuana processing facilities.

Section 390.06 Z Proposed (shown in bold and underlined):

Medical Marijuana Cultivation and Processing Facilities shall comply with the following:

1. Only one facility **shall be permitted** in the township.
2. The ~~entity would~~ **facility shall** provide training and equipment related to firefighting for medical marijuana **cultivation and** processing facilities.
3. **The facility shall not be located within 500 feet of any school, public park/playground, or church.**
4. **Open air growing or direct venting of untreated effluent shall not be permitted.**
5. **The facility shall be described in a written plan containing information for control of:**
 - a) **Liquid effluents and their treatment to meet state and federal Environmental Protective Agency regulations.**
 - b) **Physical security for the property and buildings containing marijuana plants.**

- c) Pest controls and plan for minimizing operational impacts on feral animals.
 - d) Performance standards as described in Section 370.10.
6. All cultivation facilities shall be equipped with a proper ventilation system that filters out the odor of marijuana so that the odor is not capable of being detected by a person with a normal sense of smell at the exterior of the premises.
7. Storage and disposal of fertilizers, pesticides, herbicides, and any other hazardous chemicals associated with the cultivation of marijuana shall comply with all local, state, and federal laws. An application for review of any marijuana business that includes the cultivation of marijuana shall include a floor plan showing the location of the storage of such chemicals and shall be subject to review and approval by the fire authority.

Rationale: To supplement the existing conditional use regulations for a medical marijuana facility, based on a previously submitted application for a proposed medical marijuana facility in the township.

Staff Comments: We would agree with the additional requirements especially the setbacks from schools, playgrounds, parks and churches since they are consistent with the requirement found in of ORC 3796.30. The limit to just one facility though may allow someone to challenge at some future date. I would suggest coordinating with the prosecutor's office with this limitation.

Staff Recommendation: We could recommend approval of the text change.



TO: Portage County Regional Planning Commission
FROM: Rootstown Township Zoning Commission
DATE: February 23, 2018
RE: Proposed Amendment to Zoning Resolution – 2018-001

At our regular meeting on February 20, 2018, a motion was passed unanimously to amend Section 390.06 Z of the Zoning Resolution.

Section 390.06 Z Existing:

Medical Marijuana Cultivation and Processing Facilities shall comply with the following:

1. Only one facility in the township.
2. The entity would provide training and equipment related to firefighting for medical marijuana processing facilities.

Section 390.06 Z Proposed (shown in bold):

Medical Marijuana Cultivation and Processing Facilities shall comply with the following:

1. Only one facility **shall be permitted** in the township.
2. The ~~entity would~~ facility **shall** provide training and equipment related to firefighting for medical marijuana **cultivation and processing** facilities.
3. The facility **shall not be located within 500 feet of any school, public park/playground, or church.**
4. **Open air growing or direct venting of untreated effluent shall not be permitted.**
5. The facility **shall be described in a written plan containing information for control of:**
 - a) **Liquid effluents and their treatment to meet state and federal Environmental Protective Agency regulations.**
 - b) **Physical security for the property and buildings containing marijuana plants.**
 - c) **Pest controls and plan for minimizing operational impacts on feral animals.**
 - d) **Performance standards as described in Section 370.10.**

6. **All cultivation facilities shall be equipped with a proper ventilation system that filters out the odor of marijuana so that the odor is not capable of being detected by a person with a normal sense of smell at the exterior of the premises.**
7. **Storage and disposal of fertilizers, pesticides, herbicides, and any other hazardous chemicals associated with the cultivation of marijuana shall comply with all local, state, and federal laws. An application for review of any marijuana business that includes the cultivation of marijuana shall include a floor plan showing the location of the storage of such chemicals and shall be subject to review and approval by the fire authority.**

Rationale: To supplement the existing conditional use regulations for a medical marijuana facility, based on a previously submitted application for a proposed medical marijuana facility in the township.

Please provide your input and recommendations to Jordan Michael, secretary, via email at rootstownzoning@sbcglobal.net.

JM

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

A. COMPREHENSIVE PLANNING

1. Farmland Preservation Plan Update

- The State is looking for local government representatives. We have notified the Western Reserve Land Conservancy that we would like to partner with them as the local representative. Assisted Western Reserve with “Living the Dream” farm in Atwater.

2. Portage County Parks, Trails, and Greenways Plan

- Working with the Park District as needed.

3. Portage County Comprehensive Economic Development Strategy Update (CEDS) 2018 CEDS

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

B. PLAN IMPLEMENTATION/SHORT TERM PLANNING

1. Update of Portage County Subdivision Regulations

- We are in the process of merging subdivision regulations that work in surrounding communities. The idea is to implement good ideas that can also work here in Portage County.
- We completed our final draft reviews of the proposed Subdivision Regulations and are being reviewed by the Prosecutor’s office before we announce public meetings to discuss the proposed changes and eventually bring them to the County Commissioners for consideration and approval. Schedule to be announced soon. 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	0 Applications	0 Lots
Exceptional Replats	2 Applications	0 Lots
Variance	0 Applications	
Minor Subdivisions	0 Applications	0 Lots

b. Divisions of Land

5+Acre Lots Divisions	5 Applications	5 Lots
Transfers to Adj Prop	<u>1 Application</u>	<u>1 Transfer</u>
Total	8 Applications	5 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
Text amendments and discussion on Maple Crest
- Franklin Township
Text amendment for February and attended their February zoning meeting to help update their zoning book to include Brady Lake Zoning
- Freedom Township
We prepared a parcel map showing their non-residential zoning areas.
- 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. We held a community meeting on February 22nd at the Reed Memorial Library.
- Ravenna Township
We are assisting Ravenna Township and the City of Ravenna with their JEDD. We are working on some potential zoning amendments.
- Rootstown Township
We considered text language at the March meeting.
- Shalersville Township
We assisted with Project Erie and the airport replat that also needed to go to Shalersville BZA before it could be submitted to the Regional Planning Commission.
- City of Streetsboro
RPC staff held a kick off meeting on March 1st for the update to their Master Plan. The next meeting is April 19th.
- Suffield Township
Attended their February Planning Commission meeting, related to their land use plan. Surveys for their land use plan are due March 31st.
- Sugar Bush Knolls
- Windham Township
- Windham Village
We are moving forward with a land use plan. We held a community meeting at their town hall on February 12th.

2. Non-Member Technical Assistance

3. Intergovernmental Reviews-Applications Received

Local-0

Areawide-0

Statewide-0

4. Akron Metropolitan Transportation Study (AMATS)

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

6. Portage County Housing Services Council

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

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

8. Portage Development Board (PDB)

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

9. Quarterly Zoning Inspectors (QZI) Meeting

- The County Building Official and Water Resources Director presented their suggestions on how to coordinate with their offices. The last meeting was held on January 25th. The next meeting will be in May.

10. Streetsboro Subdivision Regulations

- RPC staff is working with Streetsboro staff on their comments and recommended changes. We last met with staff on to discuss changes on March 29th 2017.

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 land bank had a meeting on February 12th. The next land bank meeting is scheduled for March 12th at NDS Office 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 have 2 new applicants and we anticipate up to 10 more from the Health Department later in March.

13. Ravenna City Land Use Plan

- We are currently finalizing the land use plan. We held a community meeting on February 22nd at Reed Memorial Library and had a kick off meeting with the Ravenna Planning Commission on February 27th. The next meeting with the Planning Commission is set for March 27th.

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 February 20th at the RPC office. Next meeting is scheduled for March 20th.
- We are combining financial resources from another grant for the creation of an interactive website. The grant has been extended until December 31, 2018.

15. 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.
- We plan on have an open meeting to discuss with communities in early April.

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 next meeting is March 7th. The car show is August 29th, the Dinner September 6th, Volunteer day is September 13th. The runway fest and community grants are still to be determined.

Grant Submitted	Status	Grant Description	Amount	Adm. Revenue
Local Government Innovation Fund	FUNDED	To create comprehensive plan for parks	\$47,500	\$2,500
Local Government Innovation Program (LGIF/LGIP)	FUNDED	Submitted proposal for shared access to county website in effort to better market and brand Portage County.	\$50,000	\$22,500
JAG	PARTIAL FUNDING	Worked with Sheriff's Department to submit grant for 10 MDT computers	\$30,00 of \$74,401	None
Healthy Food for Ohio Program	Not Funded	Due to decreased availability of state funding, we are working with Windham on a different strategy that could gain a portion of financial support from this revenue stream. Met with Mayor Blewitt to conference call with Omar Elhagmusa, program officer for HFO and Elizabeth from Senator Eklund's office.	\$250,000	
Ohio Supreme Court Technology Grants	December 22, 2017	Worked with Gordon Fischer, Director of Technology for Courts writing proposal drafts for submission to the Supreme Court of Ohio Grants. The grants support technology improvements for the Common Pleas Court- General Division, Common Pleas Adult Probation, Probate Court, and Ohio Juvenile Court.	\$43,483 in total grant submission	
ODNR: Recreational Trails	Feb. 1, 2018	Reviewing resubmission of the Recreational Trails grant for Atwater. This grant is for development of urban trail linkages, trail head and trailside facilities; maintenance of existing trails; restoration of trail areas damaged by usage; improving access for people with disabilities; acquisition of easements and property; development and construction of new trails; purchase and lease of recreational trail construction and maintenance equipment; environment and safety education programs related to trails	Request for \$73,595 \$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.	Request for \$57,450 \$310,500,000 Available for year	
Fiscal Year 2017 Assistance to Firefighters Grant (AFG) Program	Feb. 2, 2018	Worked with Windham 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.	Request for \$281,000 \$310,500,000 Available for year	Withdrawn
Critical Infrastructure	February 28, 2018	Worked with Lisa Reeves on Critical Infrastructure re-submission for Windham. Developing	Request \$290,000	

		comprehensive project to improve Bauer Street.		
Critical Infrastructure	Feb. 28, 2018	Worked with City of Ravenna on a Critical Infrastructure grant for Vine Street.	\$300,000	
Portage Foundation	February 15, 2018	Grants for community projects throughout Portage County. Worked on submission for MRS that was postponed to August submission	\$5000	
Grant Title	Due Date	Current Grant Being Considered	Amount	
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	
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	Grant Opportunities 30-120 Days Out	Amount	
Alternative Fuel Vehicle Conversion Program	March 20, 2018	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	
Historic Preservation Tax Credit Program: Round 20	*Historic Documentat ion, (Part 1 & 2) Feb. 28, 2018 by 5:00 *Application	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.		

	/Fee Submission Deadline: March 30, 2019 by 5:00	<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 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.	
CLG Grant-Ohio Historic Preservation Tax Credit Round 20	Requires a LOI by Feb. 2018 Application Submission Deadline: March 30, 2018	The Ohio Historic Preservation Tax Credit Program provides a tax credit in order to leverage the private redevelopment of historic buildings. The program is highly competitive and receives applications bi-annually in March and September.		None
FEMA SAFER grants	Opens March 26, 2018 Due: April 27, 2018	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).	TBD	
The Ohio Department of Public Safety Division of Emergency Medical Services	Due: April 1, 2018	Priority applications are for training of personnel and purchase of equipment; priority for paramedic training programs and those seeking accreditation. The EMS grant award year begins on July 1 and runs through June 30. There are six types of grants (Priorities 1 - 6) available. The amount awarded for each priority is determined by the State Board of Emergency Medical, Fire, and Transportation Services and by the amount of funds available during the award year. Grant applications are available by February 1st	TBD	

SFY 2018-2019 EMS Priority One and Supplemental Grants	Due by April 1, 2018	Grant recipients are required to meet all Ohio Administrative Code requirements to be eligible to receive funds from the State Board of Emergency Medical, Fire, and Transportation Services Grant Program.	TBD	
Ohio Emergency Medical Services: Board Priorities and Economic Hardship	April 1, 2018	The Division of EMS administers the Board Priority and Economic Hardship Grants Program under the direction of the State Board of Emergency Medical Fire, and Transportation Services, for the improvement and enhancement of EMS patient care in Ohio. Funding for the EMS grants program comes from fines levied in the State of Ohio for seatbelt violations.	TBD	
Ohio Emergency Medical Services: Training and Equipment Grants	April 1, 2018	The purpose of the State Board of Emergency Medical, Fire, and Transportation Services Grant Program, administered by the Ohio Department of Public Safety, Division of Emergency Medical Services, is to improve and enhance EMS and trauma patient care in Ohio through the provision of grant funding for equipment, training, and research. The funding source for the grant program is fines levied in the State of Ohio for seat belt violations.	TBD	
Ohio Department Of Public Safety Division Of Emergency Medical Services Emergency, Medical, Fire, & Transportation Services Board Research Grant Application Priority 2-5	April 1, 2018	<p>Priority 2: Second priority shall be given to entities that research, test, and evaluate medical procedures and systems related to adult and pediatric trauma care.</p> <p>Priority 3: Third priority shall be given to entities that research the causes, nature, and effects of traumatic injuries, educate the public about injury prevention, and implement, test, and evaluate injury prevention strategies.</p> <p>Priority 4: Fourth priority shall be given to entities that research, test, and evaluate procedures that promote the rehabilitation, retraining, and reemployment of adult or pediatric trauma victims and social service support mechanisms for adult or pediatric trauma victims and their families.</p> <p>Priority 5: Fifth priority shall be given to entities that conduct research on, test, or evaluate one or more of the following: procedures governing the performance of emergency medical services in this state; the training of emergency medical service personnel; the staffing of emergency medical service organizations.</p>	TBD	
Ohio Emergency Medical Grants	Grants Due by April 16,	First priority shall be given to emergency medical service organizations for the training of personnel, for the purchase of equipment and vehicles, and	TBD	

2018-2019 EMS Priority 2-5 Research RFP Opportunities	2018	to improve the availability, accessibility, and quality of emergency medical services in this state. In this category, the board shall give priority to grants that fund training and equipping of emergency medical service personnel. Priority 2-5 Research RFP Opportunities -Ohio Trauma System Assessment-Project 1 RFP -Ohio Trauma System Assessment-Project 2 RFP -Ohio Trauma System Assessment-Project 3 RFP -Comprehensive Assessment of Post-Acute -Care Resources for Trauma Patients RFP Assessment of Trauma Specific Education & Certification Resources RFP		
Ohio EPA Scholarships	April 15 2018	Partnering with the Ohio State University School of Environment and Natural Resources and the Environmental Education Council of Ohio to support a statewide network of 500 <u>Environmental Career Ambassadors</u> to introduce Ohio Students to careers in environmental science and engineering. Three areas for application include: <ul style="list-style-type: none"> • <u>College Scholarship Opportunities Info Card</u> • <u>Environmental Science and Engineering Scholarships Awarded in 2017</u> • <u>Environmental Science and Engineering Scholarship Program Application</u> 	Up to \$2500 for each	
Ohio Traffic Safety Office	FFY 2019 Traffic Safety Grant Proposals due May 2018.	Competitive grants will be directed toward those state and local community traffic safety activities that will have the greatest impact toward fatal crash reduction. Each proposal should focus on one or more of these issues: alcohol/drug-impaired driving, occupant protection, and/or speed management. Grant proposals must show a clear correlation between the state-identified goals and the countermeasure activities that are proposed. Proposals are expected to be problem identification driven.	TBD	
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.	
Ohio Humanities: Quarterly Grants	Draft due May 2018 Proposal due	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	\$2,001- 5,000	

	June 2018	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		
Ohio Public Works Commission	May 2018 meeting	OPWC administer the State Capital Improvement Program. Through the State Capital Improvement Program (SCIP) the State uses its general revenues as debt support to issue general obligation bonds up to \$175 million in fiscal years 2017 to 2021 and \$200 million in fiscal years 2022 to 2026. Eligible applicants are counties, cities, villages, townships, and water and sanitary districts. Eligible projects are for improvements to roads, bridges, culverts, water supply systems, wastewater systems, storm water collection systems, and solid waste disposal facilities. Funding is provided through grants, loans, and loan assistance or local debt support. Grants are available for up to 90% of the total project costs for repair/replacement, and up to 50% for new/expansion. Loans can be provided for up to 100% of the project costs. Grant/loan combinations are also available. There is no minimum or maximum loan amount.	Up to \$175 million for all programs \$17.5 million for SGP \$3.5 million for EP \$65 million for LTP	
Small Government Program (SGP)				
Emergency Program (EP)				
Local Transportation Program (LTP)				
Preservation Assistance Grants or Smaller Institutions	May 2, 2018	Help small and mid-sized institutions—such as libraries, museums, historical societies, archival repositories, cultural organizations, town and county records offices, and colleges and universities—improve their ability to preserve and care for their significant humanities collections. These may include special collections of books and journals, archives and manuscripts, prints and photographs, moving images, sound recordings, architectural and cartographic records, decorative and fine art objects, textiles, archaeological and ethnographic artifacts, furniture, historical objects, and digital materials. Applicants must draw on the knowledge of consultants whose preservation skills and experiences are related to the types of collections and the nature of the activities on which their projects focus. Within the conservation field, for example, conservators usually specialize in the care of specific types of collections, such as objects, paper, or paintings.	TBD	
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	Up to \$2K; implementation	

		community organizations have developed exhibits, walking and driving tours, digital tools, and lively historical experiences	grants up to \$20K	
Rural Energy for America Program Renewable Energy Systems & Energy Efficiency Improvement Loans & Grants in Ohio	Ongoing	Provides guaranteed loan financing and grant funding to agricultural producers and rural small businesses to purchase or install renewable energy systems or make energy efficiency improvements. Applications for this program are accepted year round at your <u>local office</u> .	\$20,000 or less and up to \$500,000	
USDA Community Facilities Grant and Loan	Ongoing	Provides affordable funding to develop essential community facilities in rural areas	TBD	
Economic Development Administration (EDA) U.S. Department of Commerce FY2016-2019 Planning Program and Local Technical Assistance Program	Ongoing	Through its Planning and Local Technical Assistance programs, EDA assists eligible recipients in developing economic development plans and studies designed to build capacity and guide the economic prosperity and resiliency of an area or region. The Planning program helps support organizations, including District Organizations, Indian Tribes, and other eligible recipients, with Short Term and State Planning investments designed to guide the eventual creation and retention of high-quality jobs, particularly for the unemployed and underemployed in the Nation's most economically distressed regions. Applications are accepted on a continuing basis and processed as received. This Planning and Local Technical Assistance opportunity will remain in effect until superseded by a future announcement.	\$300,000 ceiling	
Economic Development Administration (EDA) U.S. Department of Commerce	Ongoing	The Economic Development Administration's (EDA's) mission is to lead the Federal economic development agenda by promoting innovation and competitiveness, preparing American regions for economic growth and success in the worldwide economy. EDA fulfills this mission through strategic investments and partnerships that create the regional economic ecosystems required to foster globally competitive regions throughout the United States. EDA supports development in economically distressed areas of the United States by fostering job creation and attracting private investment	\$3,000,000 ceiling; \$100,000 floor	
Walgreens Community Grant Program	Ongoing	Areas of need and focus include: access to health and wellness in communities; pharmacy education and mentoring initiatives; civic and community outreach; emergency and disaster relief.	\$10,000	

Dominion Foundation	Monthly	The Dominion Foundation supports nonprofit organizations dedicated to improving the economic, physical, and social health of the communities served by Dominion's companies. The Foundation focuses its grant making in 5 general categories: <u>health and human services</u> , including hunger/homeless issues and youth and senior services; <u>education</u> , including K-12 education; <u>culture and the arts</u> , including visual arts, music, theater, dance, libraries, parks, public broadcasting, and museums; <u>civic and community development</u> ; and, <u>the environment</u> , including environmental education. The primary interest of the Foundation is to support programs. Support of capital campaigns is limited & provided on an exceptional basis.	\$1,000- \$15,000	
ODNR Division of Forestry: Dry Fire Hydrant Grant Program	No deadline; funds are available annually	The Ohio Department of Forestry Grant Program is focused on improving wildfire protection and fire department preparedness by providing funding assistance for dry hydrant installation.	\$2,250	
Grant Title	Due Date	Grants To Review Again in 2018	Amount	Adm. Revenue
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.		
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	
FEMA: State Homeland Security Program Grants	June 2018 Anticipated due date	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	TBD	

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

		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.		
Historical Marker Program	July 1, 2018	As part of the Ohio Historical Connection, this program offers support for markers.	\$750	
Ohio Environmental Education Fund General Grant Program	LOI- Due July 9 Application Due-July 16, 2018	<p>The OEEF has five targeted areas of focus where Ohio EPA has determined an immediate need for more educational and awareness outreach effort due to significant environmental impacts in our state:</p> <ul style="list-style-type: none"> •projects that demonstrate and encourage best management practices for nutrients, including, but not limited to, targeted efforts to reduce nutrient loadings to rivers and streams from urban and rural areas; •projects that demonstrate and encourage the use of innovative storm water management practices; •projects that demonstrate and encourage the reduction of air emissions, including, but not limited to, promotion of alternative modes of transportation; •projects that encourage and explain the importance of habitat restoration efforts to increase biodiversity and improve air and water quality; and •projects that encourage pre-school through university students to explore careers in the environmental sciences and environmental engineering. 	<p>Up to \$50,000</p> <p>Mini-grants are for \$500-5,000</p>	
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	\$1,500,000	

		competitive. Strong applications should demonstrate a multijurisdictional reach and participation in interdisciplinary team structures (i.e., task forces). Strong applications should also include multi-year state level primary treatment admissions data for heroin and other opioids to support their proposal. The goals for this program are to increase efforts to investigate illicit activities related to the distribution of heroin or unlawful distribution of prescription opioids, or unlawful heroin and prescription opioid traffickers through statewide collaboration. The COPS Office reserves the right to limit awards to one per state at the time of award announcement.		
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	Up to \$100,000 which includes	

		the Experience of War program. The program supports the study and discussion of important humanities sources about war, in the belief that these sources can help U.S. military veterans and others to think more deeply about the issues raised by war and military service. The humanities sources can be drawn from history, philosophy, literature, and film—and they may and should be supplemented by testimonials from those who have served. The discussions are intended to promote serious exploration of important questions about the nature of duty, heroism, suffering, loyalty, and patriotism. The discussion groups can take place on college and university campuses, in veterans' centers, at public libraries and museums, and at other community venues. Most of the participants in the discussion groups should be military veterans; others, such as men and women in active service, military families, and interested members of the public, may participate as well.	support for recruitment and training of facilitator	
National Endowment for the Arts: OUR TOWN Grant Projects that Build Knowledge About Creative Placemaking and Arts Engagement, Cultural Planning, and Design Projects	September 2018	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	Between \$25,000-100,000 matching	
Lake Erie Commission: Lake Erie Protection Fund (LEPF)	October 2018	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.	Up to 50K with 25% match required	
Office of Criminal Justice Services (OCJS) Justice Assistance Grant Law	October 2018	Justice Assistance Grants for Law Enforcement for hiring, training, and employing law enforcement officers and support staff on regular basis, paying overtime for the above, and procuring equipment	Up to \$20,000	

Enforcement (JAGLE)		and technology.		
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	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	\$8,640,000 is available	

Projects Competitive Grant Program (CFPCGP)		Projects (PP). The primary goals of the CFP are to: Meet the food needs of low-income individuals through food distribution, community outreach to assist in participation in Federally assisted nutrition programs, or improving access to food as part of a comprehensive service; Increase the self-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	Planning grants up to \$40,000 Implementations grants \$50,000-\$400,000	

		variety of forms of audience engagement.		
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.		
ODNR Division of Forestry: 2017 Volunteer Fire Assistance Grant	January 2019	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	Jan. 2019.	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.		
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		
ODNR: Clean Ohio Trails Fund	February 2019	The Clean Ohio Trails Fund works to improve outdoor recreational opportunities for Ohioans by funding trails for outdoor pursuits of all kinds. Local governments, park and joint recreation		

		districts, conservancy districts, soil and water conservation districts, and non-profit organizations are eligible. Eligible projects include: Land acquisition for a trail, trail development, trailhead facilities, engineering and design		
Ohio EPA Grants Liter and Prevention Grants: <i>Community Development</i>	February 2019	Community Development Grants allow Ohio communities to support and expand community recycling and litter prevention efforts. Grants provide funding for equipment to support recycling collection and materials processing. Those eligible to apply include municipal corporations, counties, townships, villages, state colleges or universities, solid waste management districts and authorities, park districts, health districts, statewide recycling and litter prevention trade associations, non-profit organizations and state agencies. The grant requires 50 percent matching funds to be available and spent on the approved project. The grant period is 12 months in duration	\$3,000-\$250,000	
Ohio EPA Grants Ohio EPA Grants Liter and Prevention Grants: : <i>Liter Management</i>	February 2010	Litter Management Grants allow Ohio communities, local government agencies and non-profit organizations to support litter and tire amnesty collection projects. Additionally, grant funding is available to support Keep Ohio beautiful (KOB) Communities and KOB activities. Grant proposals must include an actual clean-up activity to take place on public land or public waterways. The applicant must include a commitment to provide 10 percent matching funds. The grant period is 12 months in duration.	Grants are provided from \$500 to up to \$90,000	
Ohio EPA Grants Liter and Prevent Grants: <i>Scrap Tire Grants</i>	February 2019	Scrap Tire Grants provide financial assistance to Ohio's businesses, communities and non-profit organizations to convert manufacturing operations to accept scrap tire material, expand tire processing operations or utilize scrap tire material in civil engineering construction projects or manufactured products. Businesses or non-profit organizations must secure a local government sponsor to serve as the grant applicant. Applicants must commit to providing 100 percent matching funds. The grant has a maximum duration of 24 months.	Grants are provided from \$350,000-\$200,000	
Ohio EPA Grants Liter and Prevention Grants: <i>Recycling Market Development Grants</i>	February 2019	Market Development Grants are offered to Ohio businesses and non-profit organizations that propose to create equipment infrastructure for successful markets of recyclable materials and related products. Applicants must be sponsored by an eligible governmental agency who will serve as the grant applicant and a pass-through agency	\$250,000 awarded per project category	

		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.		
NEA Art Works-Design	SF-424 due February 2019 Proposal due February 2019	Reviewing form for RPC for submission of the planning, development, printing of Architectural guidelines for Portage County	\$10,000-\$100,000 matching funds	
FEMA Fire Prevention and Safety Grants	March 16, 2018	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.	TBD	
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	
US Department of Health and Human Services Drug Free Communities Support Program	March 15, 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	

CDBG REPORT
March, 2018
Work Through February, 2018

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

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

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

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

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

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

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

OCD monitored the grant on January 11, 2018 and we are awaiting the monitoring report.

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

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

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

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

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

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

Construction has started and is nearing completion. Due to the weather a change order is being processed to extend the contractor additional time to complete the work. It is anticipated that all construction will be completed by March 23, 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 put together a punch list of items to be addressed by the contractor. The contractor is waiting for the weather to warm up before completing the punch list items. Once the work is completed the architect will do a final walk through.

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 and it is anticipated that it will be go out by the end of March.

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 was one request for assistance received in February.

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.

2017 CDBG CRITICAL INFRASTRUCTURE GRANT (RAVENNA CITY) - \$300,000 (APPLICATION PENDING)

Flood and Drainage Facilities - \$18,400 (CDBG) + \$50,000 (Ravenna City Storm Water Funds)

It is anticipated that 1,750 LF of curb will be replaced, 6 catch basin and 3 manholes replaced along Vine and Gill Street in the City of Ravenna.

Water Facility Improvements - \$230,700 (CDBG) + \$150,000 (Ravenna City)

The waterlines along Vine and Gill Street have experienced 14 breaks in the last 25 years. These breaks are mostly due to corrosion of the cast iron with which the lines were constructed. It is anticipated that 1,550 LF of waterlines will be replaced. The 1 fire hydrant is insufficient for fire protection and the low pressure is likely due to the corrosion. One fire hydrant will be removed and 3 fire hydrants will be installed.

Sidewalk Improvements - \$18,800 (CDBG)

There are numerous deteriorated and uneven sidewalk sections along Vine and Gill Street that exceed the threshold for ADA accessibility. Two of the curb ramps do not meet ADA accessible guidelines and need upgrading. It is anticipated that 575 LF of 4" sidewalk and 150 LF of 6" sidewalk will be replaced.

Street Improvements - \$12,100 (CDBG) + \$50,000 (Ravenna City Paving Funds)

The roadways were last resurfaced in 2006 and thus have met their 12 year anticipated lifespan. It is anticipated that 882 LF of asphalt resurfacing will be done on Vine Street and 622 LF of chip and seal resurfacing will be done on Gill Street.

Administration - \$20,000

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

2017 CDBG CRITICAL INFRASTRUCTURE GRANT (WINDHAM VILLAGE) - \$281,000 (APPLICATION PENDING)

Sidewalk Improvements - \$30,500 (CDBG)

It is anticipated that 752 LF of sidewalks will be replaced and 3 ADA ramps will be replaced and spot curb repairs will be completed, which provide ADA access along Bauer Avenue.

Street Improvements - \$119,900 (CDBG) + \$29,000 (Windham Village)

It is anticipated that 752 LF of roadway base will be rebuilt up to the subgrade and the roadway rebuilt with 6" of stone and 6" of asphalt.

Water Facility Improvements - \$110,600 (CDBG)

Approximately 752 LF of waterline will be replaced including service and fire hydrants along Bauer Avenue.

Administration - \$20,000

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

**PORTAGE COUNTY RPC
FINANCIAL STATEMENT
February 28, 2018**

	Month to Date		Year to Date	
Beginning Cash Balance	\$ 66,575.72	<- FEB 1st-->	\$ 34,861.79	<- Jan. 1st
Total All Receipts	\$ 67,819.13		\$ 134,338.98	
Total All Expenditures	\$ 33,364.55		\$ 68,170.47	
Ending Cash Balance	\$ 101,030.30	<-FEB 28th-->	\$ 101,030.30	

REVENUES	Budget	M-T-D	Y-T-D	Accts Recvble	Balance	% recvd
RPC Membership Dues	230,775.00	1,522.41	63,408.53	3,512.76	167,366.47	27%
Subdivisions	11,000.00	1,195.00	1,505.00	-	9,495.00	14%
IGR's	100.00	-	-	-	100.00	0%
Copies/Misc.(community over hrs)	1,000.00	18.10	18.10	58.95	981.90	2%
Publications	-	-	-	-	-	0%
Grant (State)	-	-	-	-	-	0%
Rental Income	20,400.00	1,500.00	4,775.00	-	15,625.00	23%
Contracts	28,000.00	3,083.58	3,802.42	12,839.35	24,197.58	14%
Contract Portage County	37,500.00	4,854.09	4,854.09	1,918.76	32,645.91	13%
Annual Contribution	70,000.00	55,000.00	55,000.00	-	15,000.00	79%
Refund/Reimbursement	2,000.00	645.95	975.84	-	1,024.16	49%
Donation	-	-	-	-	-	-
TOTAL REVENUE	400,775.00	67,819.13	134,338.98	18,329.82	266,436.02	34%
January 1, 2018 Unencumbered						
Cash Balance	34,861.79					
TOTAL CERTIFICATE OF RESOURCES	435,636.79					

EXPENDITURES	Budget	M-T-D	Y-T-D	Encumbered	Balance	% expend
3 Salaries	237,760.00	20,710.17	42,728.01	-	195,031.99	18%
3 PERS	38,616.00	2,899.44	5,981.96	-	32,634.04	15%
3 Medicare	3,999.00	285.59	590.70	-	3,408.30	15%
3 Workers Comp	5,517.00	352.08	726.39	-	4,790.61	13%
3 Health Insurance	73,700.00	5,802.28	11,470.87	-	62,229.13	16%
4 Contract Services	2,364.00	199.99	400.97	799.03	1,164.00	51%
4 Travel/Training	3,000.00	8.50	16.82	73.18	2,910.00	3%
4 Dues	590.00	85.00	310.00	-	280.00	53%
4 Publications	400.00	195.00	195.00	-	205.00	49%
4 Utilities	8,350.00	871.28	1,769.50	3,559.00	3,021.50	64%
4 Advertising	300.00	10.55	10.55	89.45	200.00	33%
4 Telephone	1,500.00	-	-	-	1,500.00	0%
4 Postage	1,601.00	-	-	-	1,601.00	0%
4 Repairs	1,500.00	215.00	585.00	775.00	140.00	91%
4 Maint/Custodial Contract	2,600.00	210.00	420.00	880.00	1,300.00	50%
4 Equip/Copier Rental	3,550.00	611.64	854.50	295.50	2,400.00	32%
4 Professional & Technical Services	2,528.00	-	-	-	2,528.00	0%
4 Audit Services	5,000.00	-	-	5,000.00	-	0%
4 Computer Services	1,200.00	-	-	200.00	1,000.00	17%
4 Legal Services	10,000.00	833.33	1,666.70	-	8,333.30	17%
4 Insurances (Bldg & Bonds)	-	-	-	-	-	0%
5 Supplies	3,500.00	-	212.73	387.27	2,900.00	17%
5 Photocopying/Printing	2,200.00	74.70	230.77	394.23	1,575.00	28%
5 Equipment/Software	-	-	-	-	-	0%
5 Furniture	-	-	-	-	-	0%
6 Building Improvements	-	-	-	-	-	0%
7 Refund/Reimbursement	-	-	-	-	-	0%
8 Debt Service (Loan)	-	-	-	-	-	0%
TOTAL 2017 EXPENDITURES	409,775.00	33,364.55	68,170.47	12,452.66	329,151.87	20%
2017 Carryover Encumbrances						
4 Custodial Contract	-	-	-	-	-	0%
Total 2016 Encumbrances	-	-	-	-	-	-
GRAND TOTAL	409,775.00	33,364.55	68,170.47	12,452.66	329,151.87	

CDBG FUNDS
02/28/18

FUND	BEGINNING CASH BALANCE	RECEIPTS	EXPENDITURES	ENDING CASH BALANCE
Formula 2016 Grant (BF-16)	92,714.68	-	77,399.60	15,315.08
New Horizons Grant (BD-16)	4,593.96	-	3,641.16	952.80
TOTAL	97,308.64	-	81,040.76	16,267.88

02/28/18

2016 Formula Grant

Activity	Budget	M-T-D Expenditures	Accum Exp	Left to Spend in Grant	M-T-D Draws	Accum Draws	Left to Draw in Grant
BF16 Windham Community Center Rehab	\$ 121,400.00	\$ 67,995.00	\$ 112,365.58	\$ 9,034.42	\$ -	\$ 121,400.00	\$ -
(01) Fair Housing Program (County)	\$ 7,000.00	\$ 846.14	\$ 5,732.09	\$ 1,267.91	\$ -	\$ 7,000.00	\$ -
(02-1) General Administration	\$ 55,000.00	\$ 1,331.71	\$ 53,408.61	\$ 1,591.39	\$ -	\$ 55,000.00	\$ -
(02-2) Ravenna City Sidewalk replacement	\$ 63,100.00	\$ 7,226.75	\$ 63,100.00	\$ -	\$ -	\$ 63,100.00	\$ -
(03) Mantua Center School	\$ 36,800.00	\$ -	\$ 28,478.64	\$ 8,321.36	\$ -	\$ 31,900.00	\$ 4,900.00
(04) Coleman Adult Day Svcs. Lights	\$ 26,700.00	\$ -	\$ -	\$ 26,700.00	\$ -	\$ -	\$ 26,700.00
(05) Return to Grantor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 310,000.00	\$ 77,399.50	\$ 263,084.92	\$ 46,915.08	\$ -	\$ 278,400.00	\$ 31,600.00

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

2016 New Horizons Grant

BD 16 (01) (02)	Activity	Budget	M-T-D Expenditures	Accum Exp	Left to Spend in Grant	M-T-D Draws	Accum Draws	Left to Draw in Grant
	Fair Housing Program	\$ 12,800.00	\$ 3,268.60	\$ 11,847.20	\$ 952.80	\$ -	\$ 12,800.00	\$ -
	General Administration	\$ 2,200.00	\$ 372.56	\$ 2,200.00	\$ -	\$ -	\$ 2,200.00	\$ -
	TOTALS	\$ 15,000.00	\$ 3,641.16	\$ 14,047.20	\$ 952.80	\$ -	\$ 15,000.00	\$ -

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

LGIP Fund 8520
02/28/18

FUND	BEGINNING CASH BALANCE	RECEIPTS	EXPENDITURES	ENDING CASH BALANCE
LGIP Parks & Rec/Plan	5,298.69	-	-	5,298.69
				-
TOTAL	5,298.69	-	-	5,298.69

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	\$ -	\$ 42,000.00	\$ -
Administration Park District	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
Copies/Printed Materials	\$ 3,000.00	\$ -	\$ 211.95	\$ 2,788.05	\$ -	\$ 3,000.00	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -		\$ -	\$ -	
Totals	\$ 50,000.00	\$ -	\$ 36,701.31	\$ 13,298.69	\$ -	\$ 45,000.00	\$ 5,000.00

SBIG
20160609

Grant period 5-19-16/5-19-18
Extension requested 1-31-18

LGIP Fund 1266
02/28/18

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

SBIG
20170346

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

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

RESOLUTION

RE: SETTING DATES OF REGULAR MEETINGS OF THE PORTAGE COUNTY REGIONAL PLANNING COMMISSION

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

WHEREAS: The By-Laws require the Portage County Regional Planning Commission to hold regular monthly scheduled meetings, on dates designated by the Chairman in March, for the upcoming year, NOW THEREFORE BE IT

RESOLVED: The Portage County Regional Planning Commission does hereby set the 2nd Wednesday of each month at 4:30 p.m. as the date and time of the meetings.

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

YEAS _____ NAYS _____ ABSTENTIONS _____

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

Jim DiPaola, Chairman

Todd Peetz, Secretary