

AGENDA

PORTAGE COUNTY REGIONAL PLANNING COMMISSION

WEDNESDAY, NOVEMBER 9, 2022
4:30 P.M.

UNIVERSITY HOSPITAL PORTAGE MEDICAL ARTS BUILDING
6847 NORTH CHESTNUT STREET, ROOM 150
RAVENNA

I. CALL TO ORDER

II. *APPROVAL OF OCTOBER 12, 2022 MEETING MINUTES

III. SUBDIVISIONS

- *1. Replat of Part of Sublot 18 in "Brimfield Estates" on Howe Road, Lot 23 in Brimfield Township, David DeVault, applicant.
- *2. Replat of Sublots 126 & 127 in Part 4 of "Ranch Club Estates" and Sublot 104-R in Part 3 of "Ranch Club Estates", Lot 40 S.D. in Ravenna Township and Lot 54 in Charlestown Township, on Bubbling Wells Lane and Berry Road, Dan and Cynthia Lintz, applicant.
- *3. Replat of Block "D" in the "Atwater Station" on Cedar and Hickory Street, Lots 90 and 98 in Atwater Township, Bryan L. Cites, applicant.
- *4. Replat of Sublot 27-R in the "Harvest Hills (Phase 1)" on Strawberry Hill and Cook Road, Lot 22 in Rootstown Township, Keith and Amanda Waesch, applicant.
- *5. Replat of Sublots 7 – 8 in "Ravenna Building Company Allotment No. 2" on Sandy Lake Road and Muzzy Avenue, Lot 20 in Rootstown Township, David Koszalka, applicant
(Approval of an extension of time until December 14, 2022)
- *6. Replat of Lot 16 in the "Wygle Subdivision" on Diver Road, Lot 17 in Deerfield Township, Jennifer Jones, applicant **(Approval of an extension of time until December 14, 2022)**

IV. ZONING

- *1. Brimfield Township Text Amendment Re: Remove Setback Regulations for Accessory Buildings under 200 square feet; Above Ground Pool Fence Height.

**Needs Action*

V. EXECUTIVE COMMITTEE

A. WORK PROGRAM

1. October 2022 Work Program Report.
2. October 2022 CDBG Report.

B. FINANCE

- *1. October 2022 Financial Statements.
- *2. Authorization to Enter into an Agreement with the Portage County Prosecutor's Office for Legal Services (Resolution No. 22-15).

VI. *PRESENTATION AND ACCEPTANCE OF THE PORTAGE COUNTY VISION PLAN

VII. DIRECTOR'S REPORT

VIII. OTHER BUSINESS

Next Meeting – Wednesday, December 14, 2022, University Hospital Portage Medical Arts Building, 6847 North Chestnut Street, Room 150, Ravenna.

IX. ADJOURNMENT



Meeting called to order on October 12, 2022 at: 3:30 p.m.

In Attendance: F. Seman S. Christian-Bennett A. Orashan
J. DiPaola J. Beal S. Nutter

Staff: T. Peetz E. Beeman

J. DiPaola opened the meeting at 3:36 p.m. The meeting was held at Reed Memorial Library, Jenkins Room 167 East Main Street, Ravenna. The minutes of September 14, 2022 were presented. J. Beal made a motion to approve the September 14, 2022 minutes as presented, seconded by F. Seman. Motion carried with 1 abstention (A. Orashan)

WORK PROGRAM as reported by T. Peetz

Portage County Subdivision Regulations

Todd stated due to the fact we need to advertise 30 days prior to discussing and/or adopting Portage County Subdivision Regulation changes staff will present the changes at the December 2022 full Commission meeting.

Planning Administration

A total of 3 subdivision applications were submitted during the month of September 2022 however 0 new lots were created.

Brimfield Township

Todd reported he attended the September Zoning Commission meeting. Todd prepared a quote to prepare a Historic Structures story map.

Freedom Township

Staff is working with the Township on their CDBG project for their townhall. Staff is searching for grant opportunities to create a community center and a park.

Mantua Village

Staff continues to look for grants to help the Village. We will be resubmitting a pre-application for a Target of Opportunities Grant. Staff assisted with a proposed CDBG project for ADA sidewalk improvements.

Nelson Township

The township is discussing a possible subdivision.

Ravenna City

Staff attended a JEDD meeting.



Ravenna Township

Staff attended a JEDD meeting. Staff worked with Emergency Management on a BRIC grant for hazard mitigation.

Rootstown Township

Staff processed text amendments in both August and September 2022. Staff continues to work on the LMI Income survey.

Shalersville Township

Work has begun on the update to the township's Land Use Plan. Staff held a kickoff on 10/13/22 with the Zoning Commission.

Windham Village

Staff is implementing the new Windham Village Critical Infrastructure Grant.

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

Staff attended the August Board meeting.

Staff attended the quarterly Housing Council meeting on July 12, 2022.

Quarterly Zoning Inspector Meeting

A meeting was held July 28th, 2022. Location was at the Ravenna Township new building. Discussion to continue revamping the PUD or PRD zoning regulations. The next meeting will be held October 27th at the Shalersville Township town hall. There will be a variety of discussion topics for this meeting.

Portage County Storm Water Program

Staff continues to take applications to help homeowners replace failing septic systems. E. Beeman reported on 2 projects currently in process of being replaced.

Portage County Vision and Comprehensive Plan

This group will envision a desired future for the county and define values, priorities, goals, and a mission for the next three to five years. This plan will guide growth and development while encouraging participation in programs which provide for the physical, social, and economic needs of County residents over the next 30 years. The Portage County Vision plan will be presented at the November 9th Commission meeting. The Comprehensive Plan meetings will be scheduled for the end of October and November with various departments and non-profits to help wrap up the project.

Portage County Water Resources GIS Assistance

Staff will provide GIS mapping assistance to fill out the attribute tables or pre-existing water and sewer lines. Our goal is to provide 80+/- hours per month.



Shalersville Township Land Use Plan

Kick off meeting is scheduled October 13th with the Zoning Commission. A community survey has been prepared for review. Existing conditions is being compiled. Online web presence is being prepared. Several community meetings will be held for community participation.

Celebrate Portage! The dinner was held on September 22nd, and it was a success.

2020 Community Development Allocation Grant

Neighborhood Facility/Community Center for Village of Windham Community Center

Funds are being used to provide needed repairs to the Community Center and hall. Construction plans are under review by the building department. **UPDATE:** Work is complete. Awaiting final invoice to process retainage.

Public Rehabilitation Freedom Township ADA project

Funds will be used to put in two handicap accessible parking spaces at the Freedom Township Hall and upgrading 2 restrooms to ADA standards. The deteriorating ramp and railings at the Township Hall will be replaced to follow current ADA specifications. **UPDATE:** Work is complete. Awaiting final invoice to process retainage payment.

Fair Housing Program

Landlord/Tenant information discrimination complaints, training, posters, and brochures will be provided for the residents of Portage County, excluding the City of Kent. **UPDATE:** A total of 3 fair housing presentations were conducted in the City of Streetsboro, Freedom Township and Ravenna Township.

Public Service City of Streetsboro senior assistance program

Funds will be used to provide snow removal/yard mowing/leaf removal for senior citizens located within the City of Streetsboro. **UPDATE:** To date we have received 78 applications. 61 households have been assisted with lawn mowing for a total of 389 mows. 36 households have been assisted with leaf removal with a total of 72 leaf cleanups. Fifty-nine households have been assisted with snow removal with a total of 139 plows. **Update:** Work is complete

City of Streetsboro Home/Building repair

Funds are being used to provide home repairs, including electric, furnace, roofs for eight LMI households. We are still taking applications. One home repair has been completed. Payment has been processed. **UPDATE:** A second home repair has been completed. Final invoices have been received and are awaiting processing.

2022 Residential Public Infrastructure Grant

A letter of interest was submitted to OCD on March 18, 2021. OCD reviewed the Letter of interest and has stated the project is a good fit for the grant and that we may apply for the program. A permit to install has **not** been secured to date therefore a full application cannot be



prepared/submitted to OCD until it's received. The drawings were revised and resubmitted to EPA for their last review. Update on Chinn allotment given by S. Christian-Bennett.

2021 CDBG Critical Infrastructure Grant (Windham Village)

Portage County was awarded \$452,100 for this project. Grant received; the Commissioners have signed the agreement. An environmental review of the project has been completed. Release of funds received. A total of 5 RFQ for engineering services was received and are being evaluated. **UPDATE:** A resolution was passed by the Commissioners to award the contract for engineering services. Contract is being prepared.

2021 CDBG Critical Infrastructure Grant (Ravenna City)

Received notice on 9/29/21 Portage County was awarded \$253,000 for this project. Grant received; Commissioners have signed the agreement. An environmental review of the project has been completed. The release of funds has been received. The advertisement for bid was published on March 20, 2022 with bids due on April 6, 2022. Contract is in place and the notice to proceed has been issued. A pre-construction meeting was held. **UPDATE:** Construction started September 26, 2022.

CDBG TARGET OF OPPORTUNITY COVID-19 RESPONSE (CDBG-CV)

Family and Community Services are requesting CDBG-CV funds for two projects.

Permanent Supportive Housing Facility Improvement Project- Request for hard surface flooring and HVAC updates at their Supportive Housing Program. The hard surface flooring will provide Family & Community Services with the ability to better clean and sanitize the facilities and current HVAC units will be updated with more efficient models to provide for improved air filtration and purification to better prevent the spread of COVID-19.

Transitional Housing Facility Improvement Project- Request for hard surface flooring and HVAC updates at their Supportive Housing Program, Transitional Housing. Hard surface flooring will provide Family & Community Services with the ability to better clean and sanitize the facilities and current HVAC units will be updated with more efficient models to provide improved air filtration and purification to prevent the spread of COVID-19. Application was funded. Grant agreement has been received and was signed by Commissioners on April 4, 2022. **UPDATE:** The bid documents are being prepared. Anticipating going out to bid by mid-September 2022.

2022 DOWNTOWN REVITALIZATION TARGET OF OPPORTUNITY PROGRAM (Mantua Village)

Improvements are being proposed to a small block of buildings located on the east side of Main Street, north of Prospect Street within the village. A pre-application was submitted in the amount of \$165,630. OCD determined the project was not eligible for funding and have recommended alternative methods of funding. The maximum grant amount is \$250,000. Applications will require firm participation commitments from business/building owners. **UPDATE:** A pre-application was submitted. We are awaiting a response from OCD.



2022 COMMUNITY DEVELOPMENT ALLOCATION GRANT

Portage County allocation is \$480,000; City of Streetsboro allocation totals \$140,000

The Portage County Commissioners received the following proposals for the 2022 Community Development Allocation Grant:

1. Ravenna Hot Stove League for \$125,000 to pave Volunteer Park Road
2. Freedom Township Historical Society for \$53,900 to comply with ADA requirements. An ADA compliant sidewalk and lift area as well as 2 handicapped accessible parking spaces.
3. Coleman Professional Services for \$45,600 to demolish a blighted house at 463/465 Chestnut Street.
4. Downtown Mantua Revitalization Corporation (DMRC) for \$186,329 to provide ADA accessibility to the fronts of all businesses in the east block of Main Street in downtown Mantua Village.

The general CDBG Public Hearing was held on April 14, 2022. The Commissioners decided which projects to submit and held a public hearing on June 2, 2022. City of Streetsboro projects are to be determined. Grant application was submitted on June 29, 2022. We are awaiting grant agreement.

RPC GENERAL FUND

September 1, 2022 Cash Balance	\$79,645.25
Receipts:	\$14,959.98
Expenditures:	\$43,790.63
September 30, 2022 Cash Balance	\$50,814.60

B-F-20 Formula Grant

September 1, 2022	\$122,573.28
Receipts:	\$ 0.00
Expenditures:	\$122,451.18
September 30, 2022 Cash Balance	\$ 122.10

B-X-21-2 Ravenna City Critical Infrastructure

September 1, 2022	\$2,332.70
Receipts:	\$ 0.00
Expenditures:	\$1,160.97
September 30, 2022 Cash Balance	\$1,171.73



B-X-21-1 Windham Village Critical Infrastructure

September 1, 2022	\$1,486.93
Receipts:	\$ 0.00
Expenditures:	\$ 0.00
September 30, 2022	\$1,486.93

B-D-21-1CJ-4 Target of Opportunity

September 1, 2022	\$2,512.00
Receipts:	\$ 0.00
Expenditures:	\$2,332.36
September 30, 2022	\$ 179.64

2022 Financial Statements

E. Beeman presented and reviewed the September 2022 financial statements. A motion was made by Sabrina Christian-Bennett to approve the September 2022 financial statements as presented and reviewed and to recommend acceptance to the full Commission, motion seconded by F. Seman. Motion carried unanimously.

Other Business:

Todd reported he will advertise the planner position again in October to possibly attract someone who may be graduating in December.

Todd reported there is some interest in the Multi-Purpose building. KMI Wellness rental contract is up for renewal. Crystal indicated she would only be interested in a 2-year renewal at this time. A contract has been drawn up and delivered for signing.

The issue of landscaping at the Multi-Purpose building was brought up. Todd stated Terry is keeping up with the mowing and controlling the weeds. We are still waiting for plants, bushes and/or shrubs. We have not been invoiced for any work yet.

Todd brought up the old Kent State University golf course project known as the Fairways subdivision which is on today's full commission agenda for review. Due to a traffic study that was just submitted the Portage County Engineers office has given a denial or an extension of time for the project. This would create a problem for the developers who have an agreement with Kent State University to get their entitlements in place by the end of the month. Discussion held.

There being no further business to come before the Committee a motion was made by J. Beal to adjourn the meeting at 4:11 p.m. seconded by S. Christian-Bennett. Motion carried unanimously.



Chairman, Jim DiPaola

Secretary, Todd Peetz

Minutes submitted for approval by Secretary on November 9, 2022

Minutes
Portage County Regional Planning Commission
October 12, 2022

Portage County Regional Planning Commission dated October 12, 2022 at 4:30 p.m. The meeting was held at Reed Memorial Library, Jenkins Room, 167 East Main Street, Ravenna.

Members Present:

Atwater Twp., Thora Green	Brimfield Twp., Mike Hlad	Franklin Twp., Joe Cicozzi
Freedom, Charlene Walker	Garrettsville Vill., Rick Patrick	Hiram Twp., Steve Pancost
Mantua Vill., Tammy Meyer	Nelson Twp., Mike Kortan	Palmyra Twp., Sandy Nutter
Paris Twp., Dan Spicer	Ravenna City, Frank Seman	Ravenna Twp., Jim DiPaola
Shalersville Twp., Frank Ruehr	Sugar Bush Knolls Vill., Jim Beal	Water Resources, Tia Rutledge
County Engineer, Larry Jenkins	Soil & Water, Anthony Lerch	
Portage Park District, Allan Orashan		
P.C. Commissioner, Sabrina Christian-Bennett		

Staff Present:

T. Peetz	E. Beeman	L. Reeves	G. Gifford
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Public Present:

J. Gadd	J. Moore	M. Organ	D. Barcikoski
B. Morgan	R. Benjamin		

Members Absent:

Hiram Vill., Robert Dempsey	Mantua Twp., Susan Lilley	Rootstown Twp., Joe Paulus
Randolph Twp., Victoria Walker	Suffield Twp., Adam Bey	Windham Twp., Rich Gano
Windham Vill., Nick Bellas	PARTA, Amy Proseus	P.C. Commissioner, Vicki Kline
P.C. Commissioner, Anthony Badalamenti		

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

APPROVAL OF AUGUST 10 2022, MEETING MINUTES

The August 10, 2022 minutes were presented. R. Patrick made a motion to approve the minutes as presented. Motion seconded by S. Christian-Bennett. Motion carried with 16 Yeas.

APPROVAL OF SEPTEMBER 14 2022, MEETING MINUTES

The September 14, 2022 minutes were presented. S. Christian-Bennett made a motion to approve the minutes as presented. Motion seconded by F. Seman. Motion carried with 14 Yeas and 2 Abstentions (R. Patrick and A. Orashan)

SUBDIVISIONS

Replat of Sublot 8 and Part of Lot 63 in the "Coia Subdivision" on Summit Road, Lot 63 S.D. in Ravenna Township, Bisirri Commercial Properties, applicant

A motion was made by Christian-Bennett to approve an extension of time until January 11, 2023. Motion seconded by J. Beal. Motion carried with 16 Yeas.

Variance to Section 405.3 (Lot Frontage) for "The Fairways" on State Route 59 and Powdermill Road in Franklin Township, Heritage Development, applicant – Report presented by Todd Peetz

JIM DIPAOLA: "Next, we have a variance to Section 405.03 for The Fairways on State Route 59. Since this is a variance and we do have to swear Todd in. Raise your right hand." TODD PEETZ: "Yeah, and anybody else who wants to speak on this?" JIM DIPAOLA: "Yeah. Anybody else wants to speak on this raise your right hand. Does the testimony you are about to give tonight the truth? Sir, does the applicant want to go first?" TODD PEETZ: "But why don't I go first?"

Okay, it's because of the variance request or the variance request is not for the whole Preliminary Plan. If we can go to that map, the variance . . . it didn't show up in color . . . So, the variance request is for these four lots here and these four lots here. The Subdivision Regulations say that you cannot go below 50-foot of frontage. But being that these are cul-de-sac lots and then the lots are pie shaped as you move in, you have a 25-foot setback, right. So, as you move back 25-feet in these two directions, that width will eventually get to the 50-foot and so long as the width of the lot, is 50-foot, they can build at that point, whether it's 25 feet, or 30 feet. So, once they get the 50-foot, they can do it, they should all be able to do it. The smallest or tightest pie is probably I think it's this one here . . . It's 40, almost 42 feet. But we have to do the variance first before we can talk about the whole Preliminary Plan, and I'll talk about the whole Preliminary Plan when we get to that point rather than talking about it now. Is, there any questions from you guys on the variance? We recommend approval. Staff recommends approval because these will be buildable sites once they move back away from the front edge of the right."

JIM DIPAOLA: "Is there any comments from the board? All right. Is there a motion on this variance?" SABRINA CHRISTIAN-BENNETT: "So moved, Christian-Bennett." JIM DIPAOLA: "To follow staff recommendation?" SABRINA CHRISTIAN-BENNETT: "Yes to follow staff recommendations." MIKE HLAD: "Second." JIM DIPAOLA: "So, we have a motion and a second. All in favor, say aye." EVERYONE: "Aye." JIM DIPAOLA: "Opposed? Motion carries." Motion carried with 16 Yeas.

Preliminary Plan of "The Fairways", Lots 19 & 36 on State Route 59 and Powdermill Road in Franklin Township, Heritage Development, applicant – Report presented by Todd Peetz

The applicant is requesting approval to of the Preliminary Plan for a proposed residential subdivision consisting of 85 single-family lots and two new residential streets off Powdermill Road and State Route 59. The site was the former Kent State Golf Course until 2016 when it closed. In January 2022 the property was rezoned to R-1, Low Density Residential with the purpose of developing a subdivision.

There are four wetland areas identified on the survey. Fill or partial fill is being proposed for three out of the four identified wetlands. A permit from Ohio EPA will be required along with the Plat. The permit number must also be on the Plat.

A SWPPP will need to be submitted to the Soil and Water Conservation Office before the Plat can be approved and before construction begins. A traffic study and the improvement plans will need to be submitted to the County Engineer's Office before the Plan can be approved. Also so note, Portage County is part of ODOT District 4 – Akron District 12 and the Preliminary Plan indicated Garfield Heights on the cover page. L. Jenkins said the traffic study has been submitted and their consultant has reviewed it and recommended some changes to it however, the County Engineer would like to change their recommendation from disapproval to conditional approval. Although, the study will need to have some changes to it that the County Engineer it will have no off-site impacts to Powdermill Road and/or State Route 59 and they are waiting for any additional input from ODOT but other than a right in and a right out on State Route 59 that will probably be all they are going to see that will need to be changed.

Staff recommends *Conditional Approval* of the Preliminary Plan with the following conditions:

1. Permit number and Permit from the USACE or the Ohio EPA prior to construction or filling activities on the site. The permit should be on the Plat.
2. Address the County Engineer's requirements including providing improvement plans and approval from ODOT.
3. Submit a SWPPP to the Soil and Water Conservation Office.
4. Provide Covenants and/or deed restrictions in accordance with the Franklin Township Zoning Resolution.
5. Continue to work with Portage County Water Resources on water and sewer extensions.
6. Any other issues identified in the staff report or as specified by the review entities.
7. Any variances or requests made by the Township also apply and must be shown on the Plat.

A motion was made by S. Christian-Bennett to follow staff recommendation. Motion seconded by F. Seman. Motion carried with 16 Yeas.

Replat of Sublots 1, 2 and 3 in the "Reeves Allotment", Lots 38 & 39 on West Shore Drive in Franklin Township, Matthew Proske, applicant – Report presented Gail Gifford

The applicant is requesting approval to combine Sublots 1 – 3 to construct an accessory building.

The subplot is developed and contains an existing home and several accessory structures. The site is surrounded by Brady Lake on three sides with single-family residential homes to the West.

There are no wetlands or flood hazard areas on the site.

The Replat complies with the Portage County Subdivision Regulations. Staff recommends approval of the Replat as submitted. A motion was made by M. Hlad to follow staff recommendation. Motion seconded by S. Christian-Bennett. Motion carried with R. Patrick. Motion carried with 16 Yeas.

Variance to Section 403 (Private Street) on Karry Drive, Lot 22 in Rootstown Township, Ronald E. Smith, applicant – Report presented by Todd Peetz

JIM DIPAOLA: "Next, we have a variance to Section 403 (Private Street) on Karry Drive in Rootstown Township."

TODD PEETZ: "So, this is a variance request, if you go to the next slide . . . Okay . . . So this is Karry Drive and this is State Route 44 in Rootstown Township and Tallmadge Road would be up here somewhere. Next slide. So, this is kind of an unusual request. Karry Drive as you can see, it's really kind of a funky looking road, because it's a private road and you can see that there's all these duplexes out here . . . well, and this one is actually . . . these two structures on here in the proposal is to create a new lot on a private drive, hence the request for the variance because we don't build, you know, subdivide property onto private roads that aren't to County standards. However, in this situation . . . go ahead and see there is a slide for this one. So, in this one, we do have some hydric soils in the front of the western parcel and there is a house over here. This is all kind of wet back in here. Are there any other slides on this one? That's it. Okay. So, these houses were built in 1970. This is a private road since 1970, or before. It doesn't seem like it's going to cause . . . they have water, but they don't have sewer, I think is how it is. So, this isn't going to cause any problems for anybody by splitting this, in fact, that makes it actually look more conforming to the entire neighborhood.

So, our recommendation on this variance is to approve the split on the private road since this has been there for longer than 50 years. I don't think it's going to create any new precedents for anybody else. So, we recommend approval."

SABRINA CHRISTIAN-BENNETT: "Right now, they built both of those on just one lot?" TODD PEETZ: "Yeah, 1971 there was no Subdivision Regulations."

LISA REEVES: "The idea is to have a separate septic system for each structure, and it's already been done."

SABRINA CHRISTIAN-BENNETT: "So it does . . . they each have their own septic now?"

I'll make a motion to approve the variance." RICK PATRICK: "Second." JIM DIPAOLA: "All in favor say, Aye." EVERYONE: "Aye." JIM DIPAOLA: "Motion carries." Motion carried with 16 Yeas.

ZONING

Rootstown Township Text Amendment – Report presented by Todd Peetz

Amendment No. 1

Rootstown Township's home occupations were recently amended to allow home occupations in an accessory building. They were previously limited to the dwelling unit. The definition is being changed to reflect the change to the regulations. The following definition is being proposed for Home Occupation: "A

business enterprise that is conducted within the confines of a dwelling unit OR ACCESSORY BUILDING which is subordinate and incidental use of the premises as a dwelling, and which is carried on by a person who resides in such dwelling unit.”

Staff recommends approval of the proposed amendment.

Amendment No. 2

Rootstown Township is proposing to add the following to Section 310.10:

D. “IF APPLICABLE, A VENDOR’S LICENSE SHALL BE OBTAINED FROM THE PORTAGE COUNTY AUDITOR’S OFFICE OR THE OHIO BUSINESS GATEWAY.

E. HOME OCCUPATIONS ARE SUBJECT TO REGULATIONS OF THE OHIO EPA AND THE PORTAGE COUNTY HEALTH DEPARTMENT AND ANY OTHER GOVERNMENTAL AGENCY DEEMED APPROPRIATE.”

Staff recommends approval of the proposed amendment. A motion was made by T. Meyer to approve Amendment No. 1 and 2 as presented. Motion seconded by F. Ruehr. Motion carried with 16 Yeas.

Brimfield Township Text Amendment – Report presented by Todd Peetz

Amendment No. 1

Brimfield Township is proposing to eliminate Section 312 O-R (Office Research District). The intent is to eliminate this district and combine elements of it with the L-I (Light Industrial District) as appropriate.

Staff recommends approval of the proposed amendment. A motion was made by M. Hlad to approve the proposed amendment as presented. Motion seconded by L. Jenkins. Motion carried with 16 Yeas.

Amendment No. 2

Brimfield Township did take a couple of things out of Section 313.02 L-I (Light Industrial District) i.e. bakery goods, candy, food products.

Staff recommended leaving in 4.D. which is electronic instruments, small appliances and devices and recommended leaving in #9 which was metal processing, fabrication, stamping, extrusion, welding, there's a lot of that in the county.

Staff also recommended leaving in B.5., which is research and testing facilities.

Amendment No. 3

Brimfield Township is proposing to add a schedule reflecting the permitted and conditional uses allowed in each zoning district.

Staff recommends approval with adding back in those uses that should remain in the Light-Industrial District.

Amendment No. 4

Brimfield Township is proposing to remove PRD as a conditional use in the O-C (Open Space Conservation District); R-R (Rural Residential District) and the R-1 (Residential Low District).

This is a cleanup from the August Text Amendment. Staff recommends approval of the proposed amendment.

A motion was made by M. Hlad to follow staff recommendation on Amendment No. 2 - 4. Motion seconded by L. Jenkins. Motion carried with 16 Yeas.

EXECUTIVE COMMITTEE

WORK PROGRAM

September 2022 Work Program Report

Todd presented the September 2022 Work Program Report.

- Update of Portage County Subdivision Regulations – A meeting was held on October 11, 2022 to discuss some minor additions that will be brought to the Board. This will be presented at the December 14, 2022 Full Board meeting. A major review and update will occur by July 2024.
- Brimfield Township – Todd attended their September Zoning Commission meeting.
- Freedom Township – We have completed a CDBG Project with the Township and the Historical Society. Staff is also looking into grant opportunities for possibly a community center and a parks grant.
- Mantua Village – Assisted with a CDBG project for ADA sidewalk improvements. Staff is looking into a variety of grants to help the Village. Staff will be looking into resubmitting a pre-application for a Targets of Opportunity grant as well as submitted a pre-application for a Residential Public Infrastructure Grant. A portion of the LMI Income Survey is being updated for the Village.
- Ravenna City – Working with the City of Ravenna on a Critical Infrastructure Grant and attended a JEDD Meeting.
- Ravenna Township – Attended a JEDD Meeting and are working with the Emergency Management Agency on a BRIC Grant for hazard mitigation.
- Rootstown Township – Staff is in the process of completing an income survey for a very small area in the Township.

- Shalersville Township – Staff has started updating the Township’s Land Use Plan. A kick-off meeting will be held tomorrow.
- Windham Village – Working with the Village on their Critical Infrastructure Grant.
- Quarterly Zoning Inspector’s Meeting – The next meeting will be held on October 27, 2022 at 6:00 p.m. and will be held at the Shalersville Township Hall. There will be a variety of discussion topics for the next meeting.
- P.C. Storm Water Program – Home Sewage Repair and Replacement Program – Currently there are two septic systems in process.
- Portage County Vision and Comprehensive Plan – The Plan will be presented at the November RPC meeting and in December the Comprehensive Plan will be presented. A meeting with the Commissioners will be scheduled afterwards. A copy of the Vision Plan was sent out for public comment and staff did receive some good feedback.
- Portage County Water Resources GIS Assistance – Staff has been working with Water Resources and are providing GIS mapping assistance and are hoping to hire a planner to help with it.
- Celebrate Portage/Visioning in Portage – The Celebration Dinner was held on September 22, 2022 and was a success.

September 2022 CDBG Report – Report presented by L. Reeves

2020 Community Development Allocation Grant

All work has been completed and a final amendment is in processing moving \$5,100 from the Streetsboro Home Repair Activity to the Streetsboro Public Service Activity is in process. A public hearing has been scheduled. Also, an extension is being requested until November 30, 2022.

2021 Critical Infrastructure Grant – Windham Village

A resolution was passed by the Commissioners to award the contract for engineering services. The contract is being prepared.

2021 Critical Infrastructure Grant – Ravenna City

Construction started September 26, 2022.

2021 CDBG Target of Opportunity Program CARES Act (CDBG-CV)

The bid document is being prepared and anticipate the project going out to bid by the end of the month.

2022 Community Development Allocation Grant

Additional documentation is being required by the Office of Community Development. All additional information being requested is to be submitted by October 16, 2022.

2022 Residential Public Infrastructure Grant – Mantua Village

Income survey that was done in 2020-2021 is incomplete and staff is completing the income survey of the addresses needed to complete the income survey. A full application is being prepared and will be submitted as soon as the income survey is completed, and a public hearing has been held.

FINANCE

September 2022 Financial Statements

J. DiPaola stated that the Executive Committee reviewed the September 2022 financial statements and recommends acceptance.

A. Orashan made a motion to approve the September 2022 financial statements as presented. Motion seconded by S. Christian-Bennett. Motion carried with 18 Yeas.

Next Meeting

J. DiPaola announced the next Regional Planning Commission meeting will be held on November 9, 2022 at 4:30 p.m.

DIRECTOR'S REPORT

Portage County Auditor's Website – Todd mentioned the P.C. Auditor's Website has been updated and have adding some measuring tools on it however, the measuring tool doesn't replace doing a survey. The measuring tool is a good tool but shouldn't be used for determining setbacks and meeting those kinds of requirements because it could be off a couple feet.

Ohio, Kentucky and Indiana Conference – Gail and Todd attended the conference a couple of weeks ago and found out a lot of good things.

Educational Segment at RPC Meetings – Todd said he talked with the Executive Committee about having short educational segments that would be about 10-minutes long and would be done every other month or every quarter. Gail obtained some information from the conference she attended, and she would like to talk about accessory dwelling units (ADU's). This was thought to be a good topic since we have been getting a lot of calls from Township's about this subject recently.

Gail gave a brief presentation, and a handout was provided.

ADJOURNMENT

A motion was made by R. Patrick adjourn the meeting at 5:13 p.m. Motion seconded by S. Christian-Bennett.

Minutes approved at the November 9, 2022, Meeting.

Jim DiPaola, Chairman

Todd Peetz, Secretary

**REPLAT OF PART OF SUBLOT 18
IN BRIMFIELD ESTATES IN LOT 23
IN BRIMFIELD TOWNSHIP**

Case No. 22-20
Reviewed By: Gail Gifford
Date Submitted: 5-10-22
Due: 6-10-22, Extended to July 13, September 14, November 9th.

APPLICANT(S): David E. & Catherine M Devault

REQUESTED ACTION & HISTORY:

The applicant requests a review of the replat splitting part of subplot 18.

LOCATION: Vicinity Map (Exhibit 1)

The replat is in Brimfield Township, off Howe Road east of State Route 43 and west of Edson Road in Brimfield Estates.

SIZE & ZONING: (Exhibit 2)

Site zoning: The site is zoned Medium High Residential (R-3).

	<u>Required</u>	<u>18-AR</u>	<u>18-BR</u>
Min. Lot Size	0.5 acres	1.422 acres	1.000 acres
Min. Frontage	100 feet	60.00 feet*	125.05 feet
Min. Lot Width	100 feet	125.00 feet*	125.05 feet

*Sublot 18-AR is a flag lot. See Compliance with Township Zoning Regulations.

LAND USE: **Site:** Sublot 18-BR has an existing single-family home. Sublot 18-AR is vacant.

Surrounding: The surrounding area is residential with single family homes.

UTILITIES: The existing home (subplot 18-BR) has access to sewer through Portage County Water Resources. The vacant subplot, subplot 18-AR, must be evaluated for septic. If a septic system is not feasible, the subplot must apply to Portage County Water Resources to tie into their high-pressure regional force main. Central water is not available to the sublots.

PHYSICAL LIMITATIONS TO DEVELOPMENT (Exhibit 3):

Soils: The soils on the replat site, in order from highest to lowest percentage, are Canfield silt loam, zero to two percent slopes and Sebring silt loam.

- Canfield silt loam, 0-2% slope (CdA): This is a nearly level soil occurring on hilltops. Seasonal wetness and slow permeability in lower parts of the subsoil are limitations to non-farm uses.
- Sebring silt loam (Sb): This is a hydric soil. The surface is prone to crusting and runoff is slow to ponded. Seasonal wetness and low load bearing strength are limitations to non-farm uses.

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

Flood Hazard: The FEMA Flood Insurance Rate Map, effective date 2009, 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. (to accept):</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. (to accept):</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Brimfield Township Zoning Inspector</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMPLIANCE WITH COUNTY SUBDIVISION REGULATIONS:

The following items must be completed in order to comply with the Portage County Subdivision Regulations:

- Section 305.2 I: Determine sewage disposal type of subplot 18-AR.

COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:

Sublot 18-AR is a flag lot. The minimum frontage required for flag lots is 60 feet with a pole no longer than 900 feet. Sublot 18-AR has a pole of 200 feet with 60 feet of frontage. The lot is 125 feet wide where the lot widens enough to meet zoning district R-3's minimum lot requirements. The flag lot has been approved by the Board of Zoning Appeals.

ANALYSIS:

There are no floodplain or wetland restrictions on site.

At the June 10th meeting there were concerns raised by Water Resources about a high-pressure regional force main on Howe Road that was not meant for individual connections. It was discussed that the applicant needed to explore a septic tank approval through the Health Department. The application submitted to the Health Department was for a potential duplex with 6 bedrooms total. It was determined that the site could not support the proposed development.

Water Resources was notified the week of October 31st that the site could not support septic for the proposed development. Water Resources discussed internally that they do not want to permit another connection to the high-pressure regional force main. Water Resources does not support the proposed replat.

RECOMMENDATIONS:

Staff would recommend denial of the proposed replat based on Water Resources comments. The Board has the option to approve, deny or approve an extension of time.

The applicant may ask for an extension of time as well.

Exhibit 1

Brimfield Estates Replat of Part of Sublot 18

Brimfield Township



0 100 200 Feet

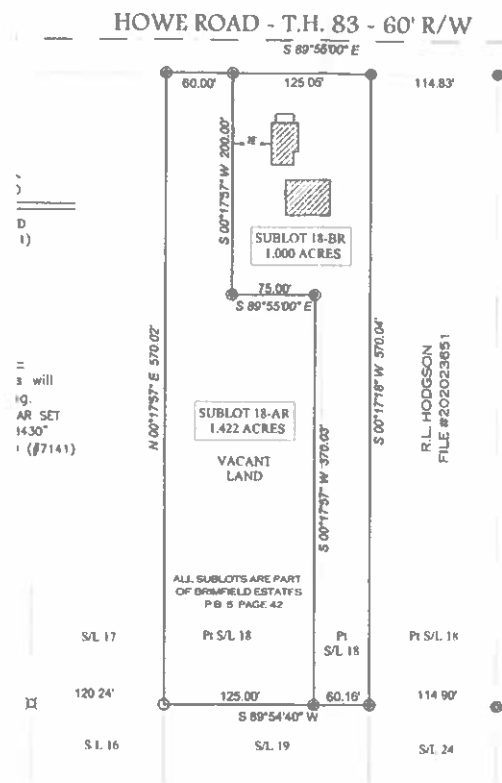
— Railroad
— Streams

--- Township Boundary
Parks

0 2,000 4,000 Feet



Exhibit 2 Replat



5/23/22



Data Sources: Roads & Boundaries, Portage County GIS, 2021; Parcels, Portage County GIS, 2022; Water, NHD-USGS, edited by PCRPC, 2007 & 2012; Railroads, ODOT, 2020; Orthophoto, Portage County GIS, 2021; Parks, PCRPC & Various Parks Departments, 2022.

Soils

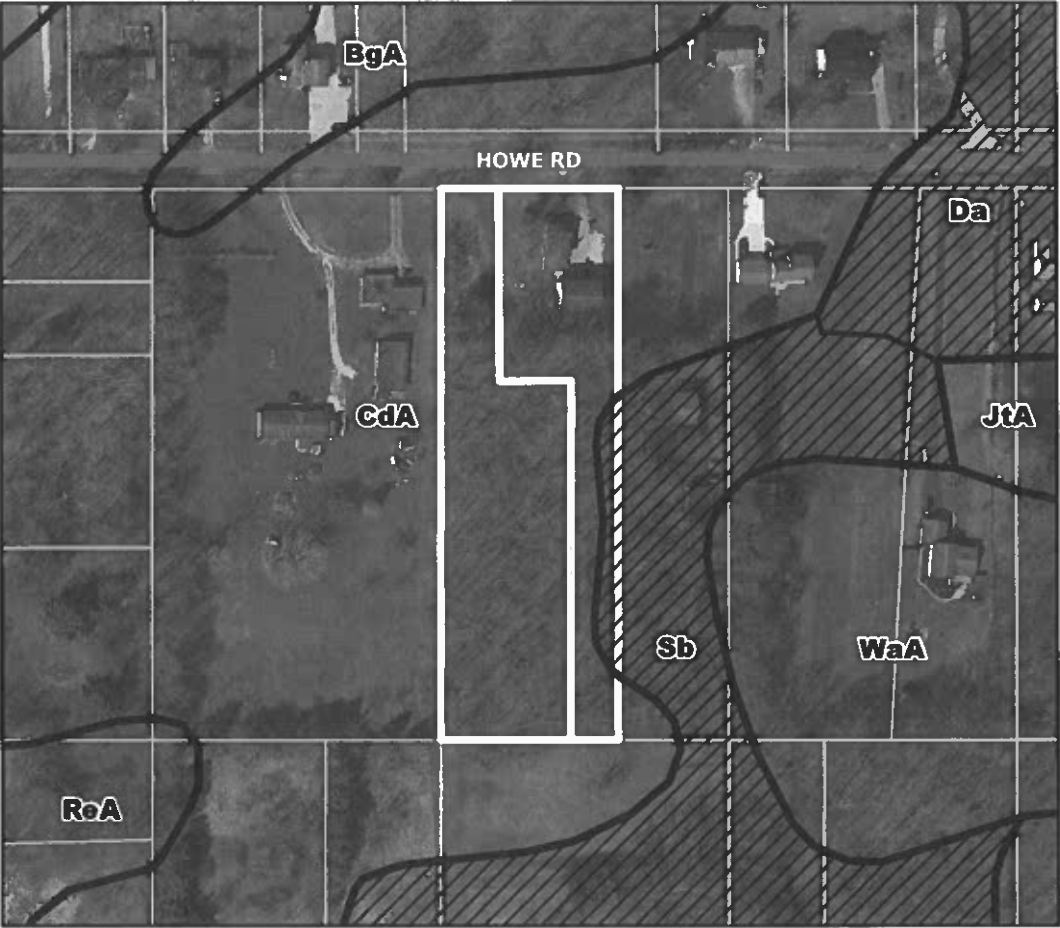


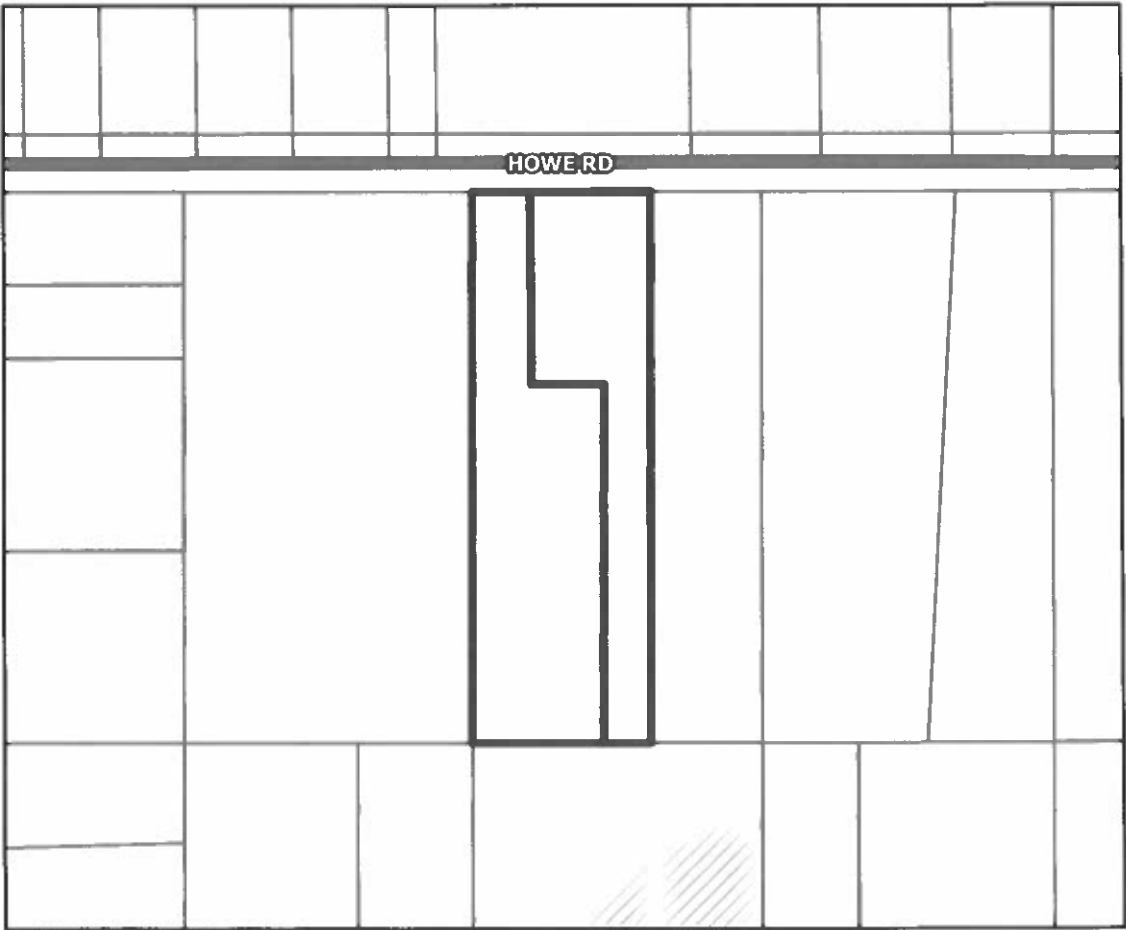
Exhibit 3

Brimfield Estates
Replat of Part of
Sublot 18

Brimfield Township

- Soils
- Hydric Soils
- Streams
- Water
- Wetlands
- Flood Zone A
- Flood Zone AE
- Portage County
Wetland Inventory

Wetlands & Floodplains



**REPLAT OF SUBLOTS 126, 127, & 104R
IN RANCH CLUB ESTATES PART 4 AND PART 3
LOT 40 S.D. IN RAVENNA TOWNSHIP AND
LOT 54 IN CHARLESTOWN TOWNSHIP**

Case No: 22-39

Reviewed By: Gail Gifford

Date Received: 10/11/22

Due: 11/11/22

APPLICANT(S): Daniel & Cynthia Lintz

REQUESTED ACTION & HISTORY:

The applicant requests a review of the replat combining and splitting sublots 126, 127, and 104R to add additional land to subplot 104R to create subplot 104RR and subplot 126R.

LOCATION: Vicinity Map (Exhibit 1)

The replat is in Ranch Club Estates in Ravenna and Charlestown Townships south of McCormick Road and Berry Road off Bubbling Wells Lane and Berry Road.

SIZE & ZONING: (Exhibit 2)

Site Zoning: The site is split between Ravenna and Charlestown Townships. Sublot 104RR fronts on Bubbling Wells Road in Ravenna Township and is predominantly zoned Residential Low Density (R-L) under Ravenna Township's zoning. Sublot 126R fronts on Berry Road in Charlestown Township and is predominantly zoned Residential 1 (R-1) under Charlestown Township's zoning.

RAVENNA TOWNSHIP ZONING REQUIREMENTS

	<u>R-L</u>	<u>104RR</u>
Min. Lot Size	1.5 acres	4.2547 acres
Min. Frontage	100 feet	98.00 feet
Min. Lot Width	100 feet	100 feet

CHARLESTOWN TOWNSHIP ZONING REQUIREMENTS

	<u>R-1</u>	<u>126R</u>
Min. Lot Size	1.5 acres	6.7556 acres
Min. Frontage	100 feet	230.8 feet
Min. Lot Width	-	-

LAND USE: **Site:** Sublot 104RR has a house and shed on it. Sublot 126R is vacant and mostly wooded except for a small pond.

Surrounding: The site is surrounded by a mix of residential lots and vacant lots.

UTILITIES: Public sewer and water is not available at the site. Lot 104RR is pre-existing with a septic system. Lot 126R has not been evaluated for septic.

PHYSICAL LIMITATIONS TO DEVELOPMENT (Exhibit 3):

- Soils:** The soils on the replat site from most extensive to least extensive are Orrville silt loam, Wheeling silt loam, 2 to 6% slopes, and Geeburg and Glenford silt loam, steep.
- Orrville silt loam (OR): This is a nearly level hydric soil on narrow floodplains. Runoff is very slow and there is a moderate hazard of wetness as well as periodic flooding if cultivated. Major limitations to non-farm uses include susceptibility to flooding and seasonal wetness.
 - Wheeling silt loam, 2-6% slopes (WhB): This soil occurs on gentle slopes of undulating terraces. Runoff is slow to medium and there is moderate hazard of erosion. Slope may be a limitation to some non-farm uses.
 - Geeburg and Glenford silt loams, steep (GEF): These are soils on steep to very steep slopes on valley walls and terrace breaks along drainage ways. Slopes may be irregular, broken up by intermittent drainage ways. Slopes may range from 18-50%. Runoff is very rapid. Slope and slippage are the main limitation to non-farm uses.
- Wetlands:** The Portage County Wetland Inventory shows potential wetland areas on both sublots. These areas are associated with an intermittent stream found on site. There is also a small pond on subplot 126R.

Flood Hazard: The FEMA Flood Insurance Rate Map, effective date 2009, 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. (to accept):</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 checked="" type="checkbox"/>
<i>Tax Map:</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Water Resources Dept. (to accept):</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Ravenna Township Zoning Inspector</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Charlestown Twp. Zoning Inspector</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMPLIANCE WITH COUNTY SUBDIVISION REGULATIONS:

This replat complies with the Portage County Subdivision Regulations.

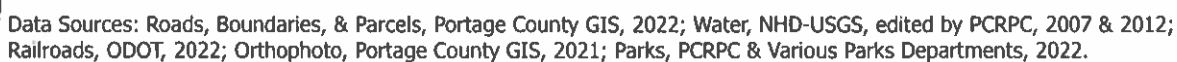
COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:

Although the subplot 104RR does not meet frontage requirements of Ravenna Township, it is an existing built lot. The Ravenna and Charlestown Township Zoning Inspectors have reviewed the replat.

ANALYSIS: The existing built lot (subplot 104RR) is being combined to add additional land to the rear of the property. Sublot 104RR and subplot 126R appear to have wetlands on them and have areas of hydric soils. This may affect the ability to build or the location of structures on the property. Any construction on the property should avoid impacting the wetlands. The Ohio EPA and Soil and Water Conservation District will be able to help if the property owner decides to build.

RECOMMENDATIONS: Staff recommends approval.

A detailed map of the area surrounding the Camp James A. Garfield Joint Military Training Center. The map shows the West Branch Mahoning River flowing through the region. Major roads include Beechwood Rd, Perimeter Rd, Beryl Rd, Newton Falls Rd, Hanna Rd, Knapp Rd, Peck Rd, and Harmon Blvd. The map also indicates the locations of Ravenna City, Ravenna Township, and Charlestown Township. A specific area is highlighted and labeled as the 'Replat Site'.



Soils

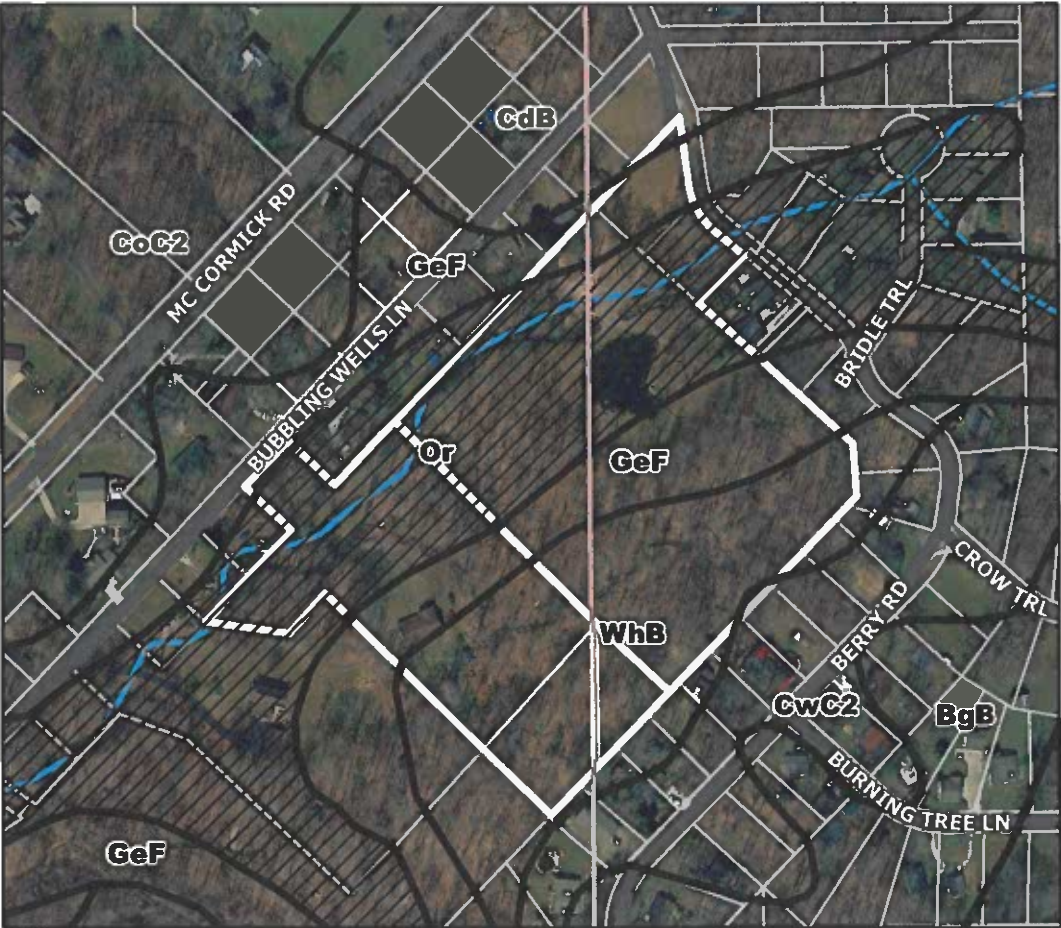
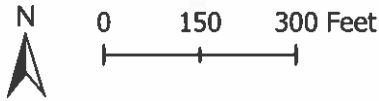


Exhibit 3

**Ranch Club Estates
Part 3 & 4
Replat of Sublots
126, 127, & 104R**

**Ravenna Township
Charlestown Township**

- Soils
- Hydric Soils
- Water
- Wetlands
- Flood Zone A
- Flood Zone AE
- Portage County Wetland Inventory
- Building Footprint
- Intermittent Stream/River

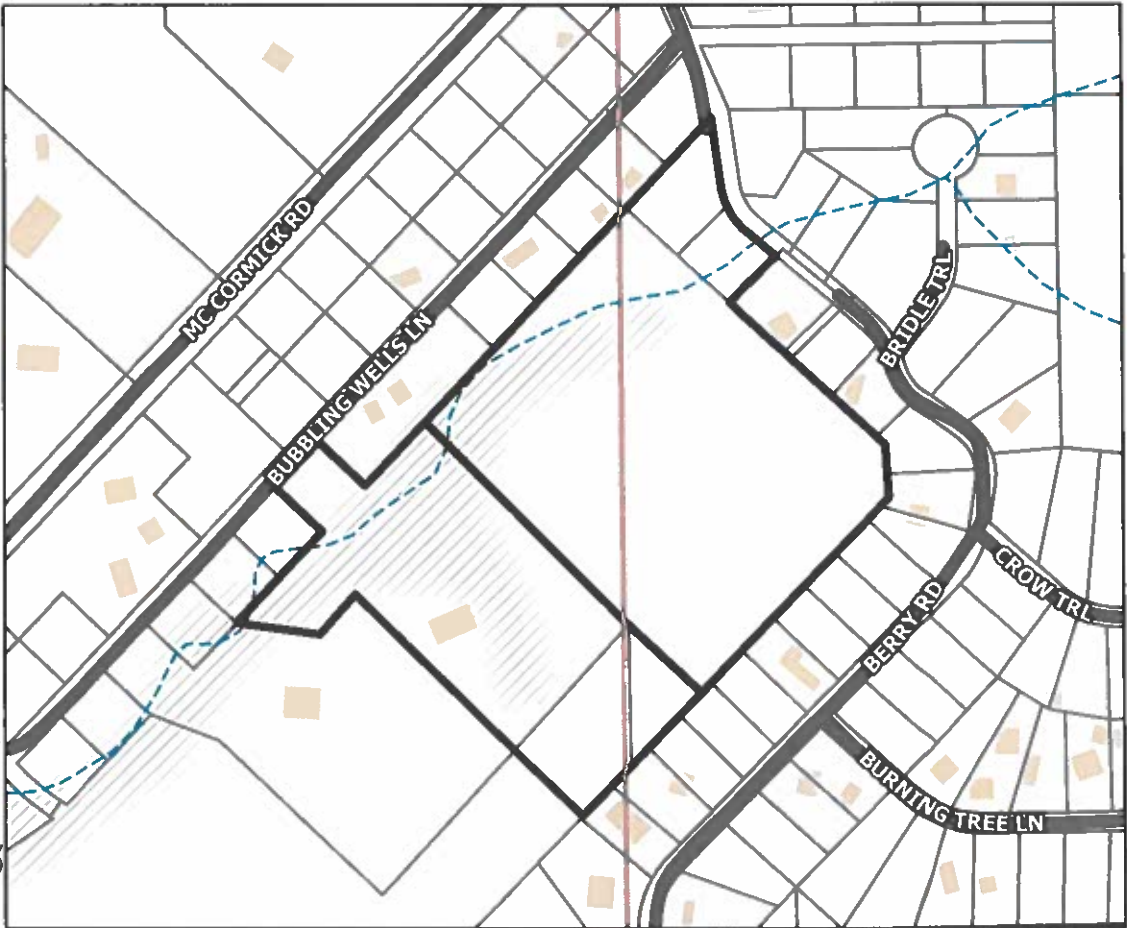


Note:
Floodplain & wetland locations are
approximate and not to survey quality



Data Sources: Roads, Parcels, Boundaries, Portage County GIS, 2022; Water, NHD-USGS, edited by PCRPC, 2012; Intermittent Streams, NHD PlusHR, 2021; Flood Zones, FEMA FIRM, 2017; Wetlands, NWI USFWS, imagery 2007, updated 2019 Soils, Portage County Soil Survey digital version, updated 2021.

Wetlands & Floodplains



**REPLAT OF BLOCK D, VACATED HIGH STREET, AND A PART OF LOT 51
IN ATWATER STATION, LOTS 90 & 98 OF
ATWATER TOWNSHIP**

Case No: 22-40

Reviewed By: Gail Gifford

Date Received: 10/13/22

Due: 11/13/22

APPLICANT(S): D.J. Clites

REQUESTED ACTION & HISTORY:

The applicant requests a review of the replat combining Block D, part of Lot 51 and vacated High Street to create Block D-R.

LOCATION: Vicinity Map (Exhibit 1)

The replat is in Atwater Station in Atwater Township east of Cedar Street and south of Fair and Hickory Streets.

SIZE & ZONING: (Exhibit 2)

Site Zoning: The site is zoned Residential (R-1)

ATWATER TOWNSHIP ZONING REQUIREMENTS

	<u>R-1</u>	<u>Block D-R</u>
Min. Lot Size	15,000 square feet 0.3444 acres	0.6678 acres
Min. Frontage	100 feet	168.47 feet
Min. Lot Width	100 feet	~165 feet

LAND USE: Site: Block D-R has an existing single-family home.

Surrounding: The site is surrounded to the north, west, and south by mostly residential, single-family homes. To the east, are several vacant lots and a farm field.

UTILITIES: Public sewer is available at the site. There is no public water.

PHYSICAL LIMITATIONS TO DEVELOPMENT (Exhibit 3):

Soils: The soils on the replat site from most extensive to least extensive are Mahoning silt loam, 2 to 6% slopes.

- Mahoning silt loam, 2-6% slope (MgB): This is a gently sloping soil found in upland areas. Runoff is medium to rapid, and erosion may be a hazard if this soil is disturbed. Seasonal wetness and slow permeability are limitations to non-farm uses.

Wetlands: The Portage County Wetland Inventory and National Wetland Inventory do not show any potential wetland areas on the site.

Flood Hazard: The FEMA Flood Insurance Rate Map, effective date 2009, 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. (to accept):</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 checked="" type="checkbox"/>
<i>Tax Map:</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Water Resources Dept. (to accept):</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Atwater Township Zoning Inspector</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMPLIANCE WITH COUNTY SUBDIVISION REGULATIONS:

This replat must make the following corrections to comply with the Portage County Subdivision Regulations:

- Section 305.2 T.5: Disapproval of Tax Map. See Tax Map corrections.
- Misspellings: "Refferences": should be spelled references.

COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:

Block D-R complies with Atwater Township's Zoning Regulations for lot size and meets all setback requirements.

ANALYSIS: There are no wetlands or floodplains on the site. The site meets all Residential zoning requirements.

RECOMMENDATIONS: Staff recommends approval if corrections to the replat can be made before the November 9 meeting of the Regional Planning Commission; otherwise, staff recommends an extension of time.

Gail Gifford

From: Gail Gifford
Sent: Thursday, November 3, 2022 8:55 AM
To: Emily Lashley
Subject: RE: [External] Re: Atwater Station Replat

Thanks Emily! This replat has an existing house and is sewered so it sounds like they should be fine.

Gail Gifford

From: Emily Lashley <atwaterzoning@yahoo.com>
Sent: Wednesday, November 2, 2022 9:55 PM
To: Gail Gifford <ggifford@pcrpc.org>
Subject: [External] Re: Atwater Station Replat

Hey Gail!

It is very possible that this is the plot the board discussed at the trustee meeting on Tuesday and I am pretty sure they said that was long as health department approved it for sanitation than the board approved of the replat. I did not receive it personally, it went to the trustees and they have the paper.. so I am going off memory that this is the one they discussed.

Sent from Yahoo Mail for iPhone

On Wednesday, November 2, 2022, 3:26 PM, Gail Gifford <ggifford@pcrpc.org> wrote:

Hi Emily,

Have you had a chance to look at this replat in Atwater Station? It appears to meet the zoning regulations, but I would like to make sure you've seen it before our RPC Board meeting on November 9 since they haven't taken it to you to sign yet. Lisa should have sent you a letter, comment form and copy of the full replat. I just need to know if you are fine with the replat.

Thanks,

Gail Gifford

Community Planner


Portage County Regional Planning Commission

**Atwater Station
Replat of Block D, Vacated High
Street, & Part of Lot 51**



A map of the Replat Site area. The map shows a grid of streets including Stroup Rd, Hillcrest Dr, Whittlesey Ave, Wilson Ave, Bank St, and Waterloo Rd. A blue line represents Deer Creek. A black square on Bank St is labeled 'Replat Site' with a callout box. A highway shield with the number 224 is located on Stroup Rd. A green shaded area is visible in the bottom right corner.



0 60 120 Feet



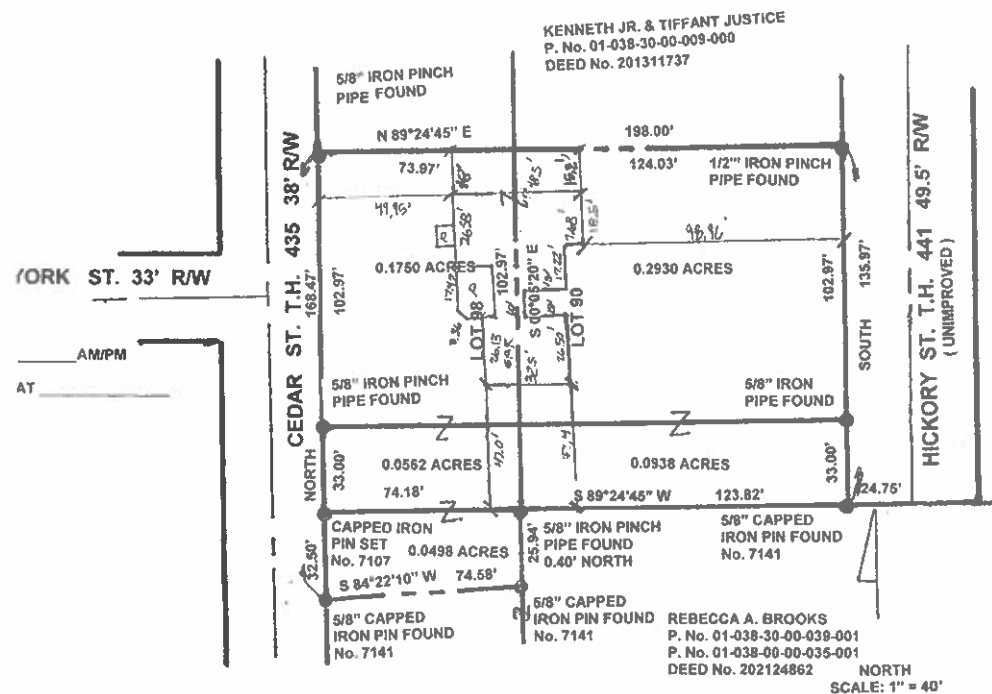
—+— Railroad
— Streams

 Township Boundary
 Parks

0 1,000 2,000 Feet



Exhibit 2 Replat

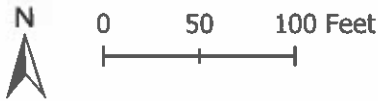


10/19/22



Data Sources: Roads, Boundaries, & Parcels, Portage County GIS, 2022; Water, NHD-USGS, edited by PCRPC, 2007 & 2012; Railroads, ODOT, 2022; Orthophoto, Portage County GIS, 2021; Parks, PCRPC & Various Parks Departments, 2022.

Soils



 10/19/22

Data Sources: Roads, Parcels, Boundaries, Portage County GIS, 2022; Water, NHD-USGS, edited by PCRPC, 2012; Flood Zones, FEMA FIRM, 2017; Wetlands, NWI USFWS, imagery 2007, updated 2019; Soils, Portage County Soil Survey digital version, updated 2021.

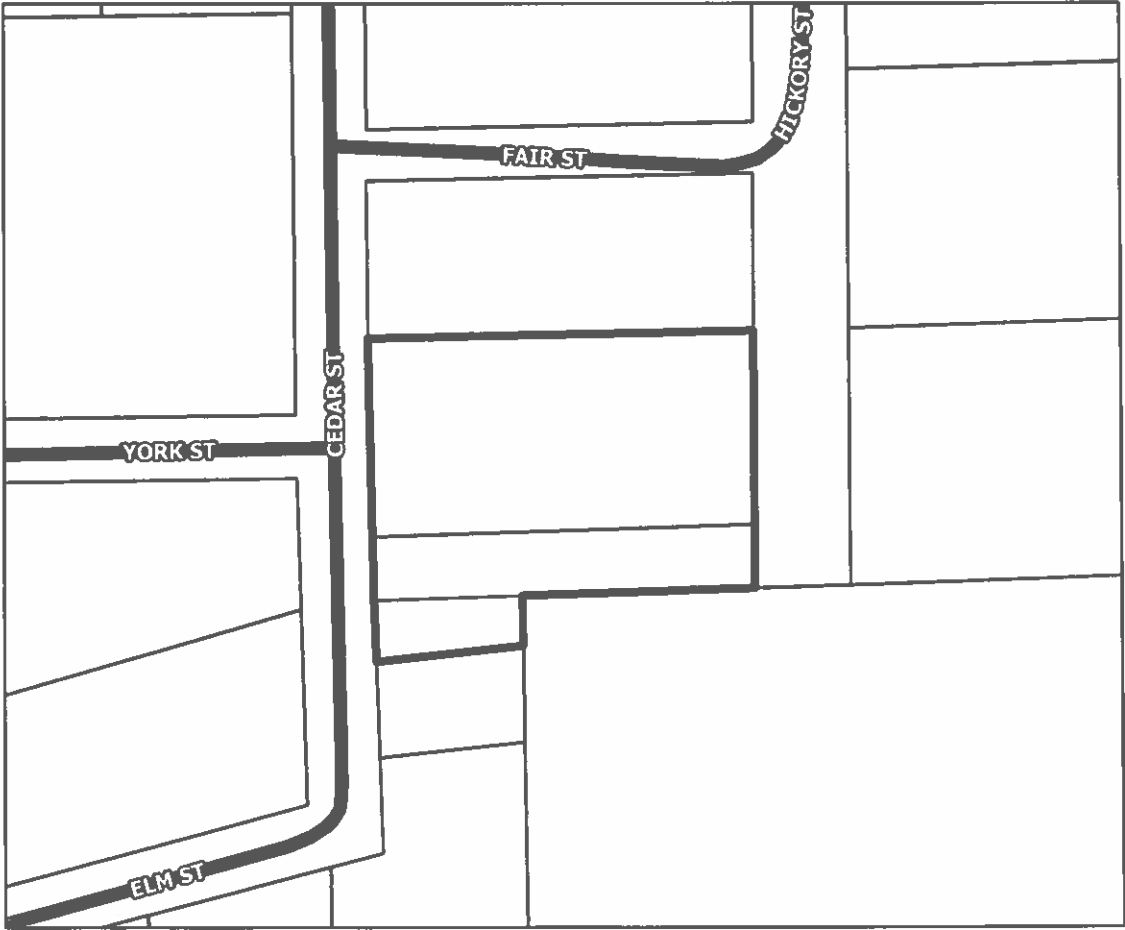
Exhibit 3

Atwater Station
Replat of Block D,
Vacated High Street, &
Part of Lot 51

Atwater Township

-  Soils
-  Hydric Soils
-  Water
-  Wetlands
-  Flood Zone A
-  Flood Zone AE

Wetlands & Floodplains



**REPLAT OF SUBLOT 27-R IN THE REPLAT OF HARVEST HILLS PHASE 1, WITH PART
OF LOT 22 IN ROOTSTOWN TOWNSHIP CREATING SUBLOTS 27-R1 AND 27-R2
ROOTSTOWN TOWNSHIP**

Case No: 22-41

Reviewed By: Todd Peetz

Date Received: 10/14/22

Due: 11/09/22

APPLICANT(S): Keith and Amanda Waesch

REQUESTED ACTION & HISTORY:

The applicant requests a review of the replat combining and removing approximately a 60-foot by 182 foot section of subplot 27-R and combining it with newly created subplot 27-R2. The intent is to build a new home on 27-R2 and the land being added is wooded and would provide a potential buffer from the existing house on 27-R1.

LOCATION: Vicinity Map (Exhibit 1)

The replat is in Harvest Hills subdivision in Rootstown. Lot 27-R1 is on Strawberry Hill and lot 27-R2 is on Cook Road.

SIZE & ZONING: (Exhibit 2)

Site Zoning: The site is zoned Residential (R-1)

ROOTSTOWN TOWNSHIP ZONING REQUIREMENTS

	<u>R-2</u>	<u>27-R1*</u>	<u>27-R2</u>
Min. Lot Size	13,500 square feet	0.735 ac	5.643 ac
Min. Frontage	60 feet	70 feet	396.47
Min. Lot Width	80 feet	80+ feet	396.47

- Note: Lot 27-R1 has an existing home on the lot.

LAND USE: Site: Existing single-family home and vacant.

Surrounding: The site is surrounded mostly single-family homes.

UTILITIES: Public water and sewer is available at the sites.

PHYSICAL LIMITATIONS TO DEVELOPMENT (Exhibit 3):

Soils:

Canfield silt loam, 2-6% slopes (CdB): Seasonal wetness and slow permeability in lower parts of the subsoil are limitations to non-farm uses.

Wooster silt loam, 6-12% slopes (WuC2): The hazard of erosion is severe if the surface is disturbed for this soil and 25-75% of the original surface layer of the soil has been lost through erosion. Slope and moderately slow permeability are limitations to non-farm uses.

Canfield silt loam, 6-12% slopes (CdC2): About 50% of the original layer of soil has been removed by erosion. As a result of erosion, the soil is lower in organic matter, has a shallower root zone and has lower available water capacity. The hazard of erosion is severe if the soil is disturbed. Slope and slow permeability are the major limitations to non-farm uses.

Fitchville silt loam, 0-2% and 2-6% slopes (FcA and FcB): Seasonal wetness, low stability and moderately slow permeability are limitations to non-farm uses of these soils. Both of these soils can have hydric inclusions along drainage ways and in depressions or swales.

Ravenna silt loam, 0-2% slopes, (ReA): Runoff is slow and water from surrounding higher areas tends to accumulate on this soil. Seasonal wetness and slow permeability are limitations to non-farm uses.

Wetlands: The Portage County Wetland Inventory and National Wetland Inventory do not show any potential wetland areas on the site.

Flood Hazard: The FEMA Flood Insurance Rate Map, effective date 2009, 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. (to accept):</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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Water Resources Dept. (to accept):</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Rootstown Township Zoning Inspector</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

COMPLIANCE WITH COUNTY SUBDIVISION REGULATIONS:

This replat must make the following corrections to comply with the Portage County Subdivision Regulations:

- Section 305.2 T.5: Disapproval of Tax Map. See Tax Map corrections.

COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:

Lots 27-R1 and 27-R2 complies with Rootstown Township's Zoning Regulations for lot size and meets all setback requirements.

ANALYSIS: There are no wetlands or floodplains on the site. The site meets all Residential zoning requirements.

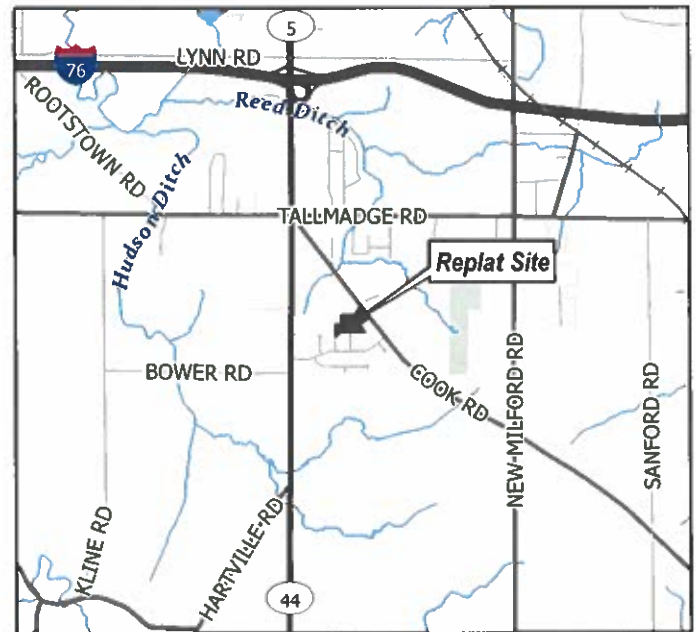
RECOMMENDATIONS: Staff recommends approval if corrections to the replat can be made before the November 9 meeting of the Regional Planning Commission; otherwise, staff recommends an extension of time.

Exhibit 1

Harvest Hills Phase 1 Replat of Sublot 27-R & Part of Lot 22



Rootstown Township



0 175 350 Feet

— Railroad
— Streams

Water
Township Boundary

Parks

0 0.5 1 Miles



HILLS PHASE 1 (PLAT 2005-29),
WITH PART OF LOT 22 IN ROOTSTOWN TOWNSHIP
CREATING SUBLT 27-R1 AND SUBLT 27-R2,
COUNTY OF PORTAGE, STATE OF OHIO
OCTOBER 2022

THE BASIS OF BEARING FOR THIS SURVEY IS
N 01°07'42" W FOR THE EAST LINE OF LOT
27-R IN HARVEST HILLS (PHASE 1) AS
RECORDED IN PLAT 2005-29

0 100 200
SCALE 1" = 100'

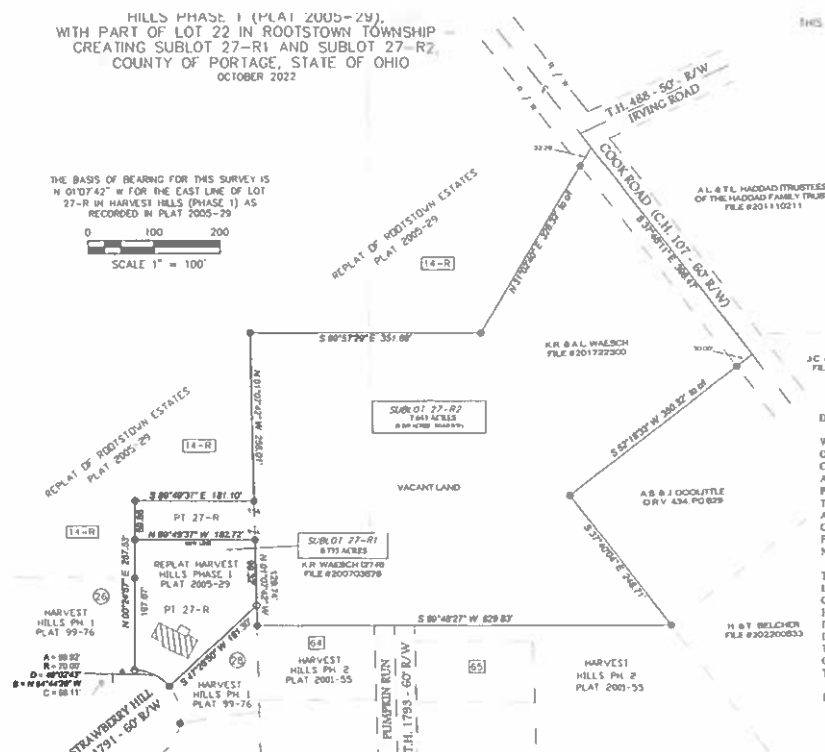
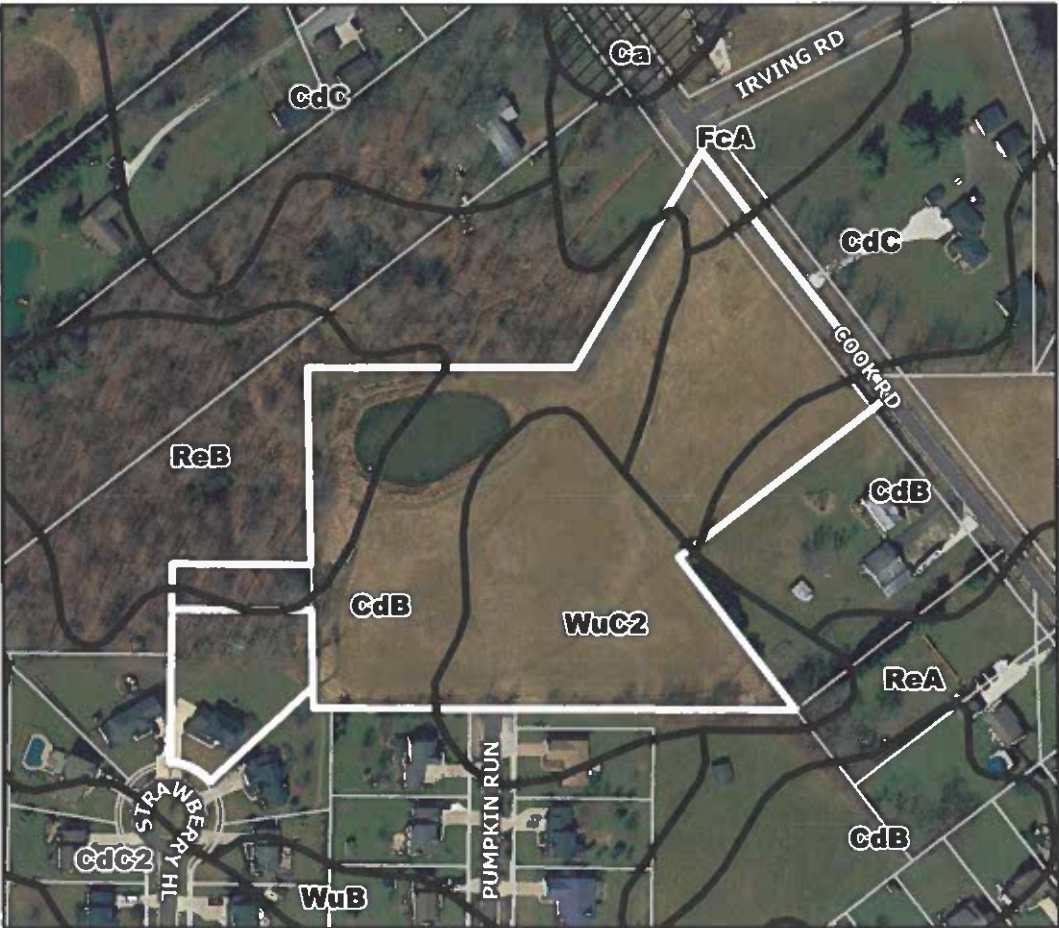


Exhibit 2 Replat

10/28/22



Data Sources: Roads, Boundaries, & Parcels, Portage County GIS, 2022; Water, NHD-USGS, edited by PCRPC, 2007 & 2012; Railroads, ODOT, 2022; Orthophoto, Portage County GIS, 2021; Parks, PCRPC & Various Parks Departments, 2022.

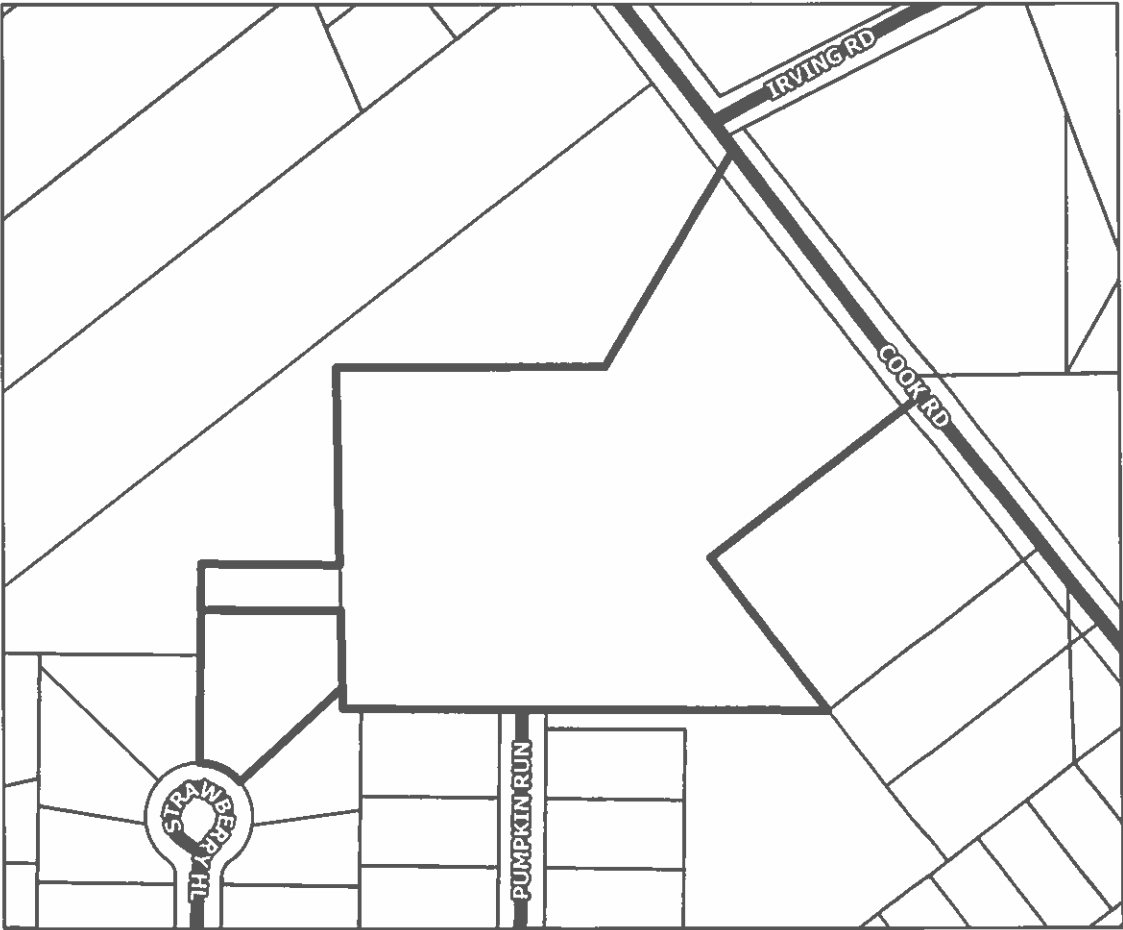


Harvest Hills Phase 1
Replat of Sublot 27-R &
Part of Lot 22

Rootstown Township

- Soils
- Hydric Soils
- Water
- Wetlands
- Flood Zone A
- Flood Zone AE

Wetlands & Floodplains



**BRIMFIELD TOWNSHIP
ZONING CODE UPDATE WITH AMENDMENTS
November 2022**

Received: October 28, 2022
Meeting Date: November 9, 2022

Reviewed by: Todd Peetz

Staff suggestions are in “ALL CAPS”

**Amendment 1
Section 510.03(9)**

Proposed:

9. Additional requirements for accessory buildings and structures with any dimensions equal to or less than 200 total square feet shall comply with the following requirements. (1 1/10/2015) (#2015-320)

- a. It shall not exceed twelve (12) feet in height.
- b. It shall be located in the rear yard area of a lot.
- c. It may be placed ~~as close as five (5) feet from~~ on the property lines, no setbacks comprising the rear yard area, if it is for the residents use.

Staff Comments:

Speaking with the Township on this issue. The change is only for small less than 200 square foot accessory structures. They do not require a zoning certificate as long as they are in the rear yard The Zoning Commission does not have a problem with them locating anywhere on their lot. This will also eliminate a lot of Board of Zoning Appeal cases, but it may also create problems for maintenance and or accidentally crossing property lines creating private issues between property owners.

Staff Recommendation:

We have some reservations about the potential conflicts. This amendment may need to be revisited depending on how residents implement it. Staff recommends approval.

Amendment 2
Section 510.10 Swimming Pools

Proposed:

Section 510.10 Swimming Pools

Except as otherwise specified in this Resolution, all swimming pools require a zoning certificate.

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

1. The pool is intended for the sole enjoyment of the occupants of the property on which it is located and their guests.
2. The pool may be located anywhere on the property except in the required front yard and the structure associated with the pool be no closer than five (5) feet to any property line or easement.
3. The swimming pool, or the entire property upon which it is located, shall be secured by a screen or glass enclosure, wall, **above ground pool wall (at least four (4) feet)**, fence or similar construction in such a manner as to prevent uncontrolled access, especially by children. The method used to secure the pool shall not be less than four (4) feet in height and shall be maintained in good condition with a gate and a self-latching lock. (1/6/2016) (#2016- 040)
4. Portable swimming pools with a diameter of less than twelve (12) feet or with an area of less than one hundred (100) square feet and not more than two and one-half (2-1/2) feet deep are exempt from the requirements of this section.

Staff Comments:

Speaking with the Township, the issue is whether to count the above ground pool space as a wall. In another community they allow this if there was a ladder lock or gate lock to the pool deck area.

At the time of this report, we have reached out to the County Building Department (CBD) for any rules or requirements. We would recommend following the CBD rules and or requirements. At the same time, the township is also reaching out to another community who may already allow the above ground wall to be counted.

Staff Recommendations: Our recommendation is to follow the County Building Department's regulations. We will have an answer on this topic at the RPC Board meeting.

**PORTAGE COUNTY REGIONAL PLANNING COMMISSION
WORK PROGRAM REPORT
OCTOBER 2022**

A. COMPREHENSIVE PLANNING

1. Portage County Comprehensive Economic Development Strategy Update (CEDS) 2022 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.
- Met with NEFCO to start discussing CEDS and other economic development opportunities.

B. PLAN IMPLEMENTATION/SHORT TERM PLANNING

1. Update of Portage County Subdivision Regulations

- The updated version is available on our website.
- We are looking at some minor additions that will be brought to the Board in December. The review team met on October 11th and discussed minor updates. The next meeting with the review team is to be determined.
- Annual updates will be reviewed by staff and other reviewers each December and a major review and update will occur by July 2024.

C. INFORMATION SYSTEMS

1. Database Acquisition and Updates

2. Web Site

Check out the website at www.portagecounty-ohio.gov/regional-planning-commission. We have moved everything from our old website over to the County's website.

- The Vision Plan is available on our website send feedback to planning@pcrpc.org.

D. PLANNING ADMINISTRATION

1. Subdivision Regulation Administration

a. Subdivisions of Land (Submitted)

Preliminary Plans	0 Applications	0 Lots
Plats	0 Applications	0 Lots
Replat	0 Applications	0 Lots
Exceptional Replats	4 Applications	0 Lots
Variances	0 Applications	
Minor Subdivisions	2 Applications	4 Lots

b. Divisions of Land

5+ Acre Lot Divisions	9 Applications	9 Lots
<u>Transfers. To Adj. Prop.</u>	<u>10 Application</u>	<u>10 Transfers</u>
	25 Applications	13 Lots Created

E. REGIONAL COORDINATION AND OTHER CONTINUING ACTIVITIES

1. Other Member Services as Requested

- Atwater Township
Working on a couple of subdivision related projects
- Brimfield Township
Attended the October Zoning Commission meeting. Started to prepare a Historic Structures Story Map. Processing several zoning related requests.
- Franklin Township
- Freedom Township
Looking into grant opportunities for a community center and parks.
- Garrettsville Village
- Hiram Township
- Hiram Village
- Mantua Township

- Mantua Village
Assisted with a proposed CDBG project for ADA sidewalk improvements. We are looking into a variety of grants to help the Village. A pre-application for a Target of Opportunities grant has been submitted. A Residential Public Infrastructure Grant application has been prepared and we are updating a portion of the LMI Income Survey for the Village to qualify for the grant.
- Nelson Township
Discussing a possible subdivision and Zoning Text amendments
- Palmyra Township
- Paris Township
- Randolph Township
- Ravenna City
- Ravenna Township
Worked with Emergency Management on a BRIC grant for hazard mitigation.
- Rootstown Township
In process of completing and LMI Income study.
- Shalersville Township
Had the kick-off meeting with the Zoning Commission to update the Township's Land Use Plan
- Suffield Township
- Sugar Bush Knolls
- Windham Township
- Windham Village
Working with them on their Critical Infrastructure Grant.

Non-Member Technical Assistance

1. Intergovernmental Reviews-Applications Received

Local-0
Areawide-0
Statewide-0

2. Akron Metropolitan Transportation Study (AMATS)

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

- Attended October meeting.

4. Portage County Housing Services Council

- Attended September meeting.

5. 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.

6. Portage Development Board (PDB)

7. Quarterly Zoning Inspectors (QZI) Meeting

- We held a meeting on October 27th. The topic was about the PRD, PUD and RRNOSO subdivision regulation updates. **The next meeting will be held January 26th.** The meeting will be at Ravenna Township townhall. There will be a variety of discussion topics for this meeting But specifically HB 56 and EV charging stations.

8. 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 septic systems. This is part of a three-pronged program to help homeowners with the problem of high costs to repair and replace the home septic system. The contract to extend the program is being processed and two (2) septic systems are in process.

9. Portage County Vision and Comprehensive Plan

- We will be providing all key stakeholders a 90% report for their review and feedback. Stakeholders are those who are not on the committees.
- We held a meeting for the Comprehensive Plan on April 26th.
- Vision Plan comments closed on July 1st.
- Vision Plan to be reviewed and recommend acceptance at the November RPC Board Meeting
- A meeting with the Commissioner will be scheduled for November/December
- Comprehensive Plan meetings will be scheduled at the end of November and or early December with Departments and non-profits to help wrap up the project.

10. Shalersville Land Use Plan

- Kick-off meeting was held October 13th with the Zoning Commission
- We plan on having several community meetings in February and or March
- A Community Survey has been prepared for review.
- Much of the existing conditions have been compiled.
- On-line web presence has also been prepared.
- The project will run through most of 2023

11. Portage County Water Resources GIS Assistance

- Provide GIS Mapping assistance to fill out the attribute tables or pre-existing water and sewer lines.
- Goal is to provide 80+/- hours per month.

12. Brimfield Township Historic Structures Story Map Project

- Had a meeting with Trustee Mike Kostensky to discuss goal setting and options.
- Preparing a community survey for input
- Creating an outline for potential creation of a historical district.
- Working with Kelso House and related community members to help support information gathering related to this project.
- Estimated completion May 2023, if not sooner.

F. COMMISSION MANAGEMENT/ADMINISTRATION

1. 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. Doing so will bring greater awareness of what the County has to offer and to inspire others to action. Celebration Dinner on September 22nd was a success!! Looking forward to bigger and better 2023!

CDBG REPORT
November 2022
Work Through October 2022

2020 COMMUNITY DEVELOPMENT ALLOCATION GRANT - \$630,000.00 (Portage County - \$480,000 + City of Streetsboro - \$150,000) (September 1, 2020 – October 31, 2022)

Water & Sewer Facilities – Haven of Portage County Water & Sewer Improvements Project - \$225,200 (CDBG) - \$35,540 (Haven of Portage County) - \$24,763 (RLF)

Funds will be used to construct a waterline and tie-in fees for water, sanitation and sewer for a building located at 2645 State Route 59 in Ravenna Township that will be used as a shelter to the homeless, LMI person in Portage County.

WORK COMPLETED.

Neighborhood Facilities/Community Center – Windham Community Center Project - \$148,000 (CDBG)

The funds will be used to provide needed repairs to the Community Center and Hall located at 9621 East Center Street in the Village of Windham. The following work is proposed:

Interior Work

- *Attic* – make all necessary flooring repairs to make it safe
- *Left Wing* – Repair walls and ceilings to level 4, finish stud wall with 5/8 drywall, finish drywall to level 4, prime and paint all walls and ceilings. Finish the bathroom in progress including all electrical and plumbing, toilets, vanity, sink and flooring.
- *Center Hall* – Repair damaged block wall of the northwest corner. Prep all walls and truss systems, prime and paint all. Replace the entire ceiling with new rigid foam board.
- *Electrical* – Entire building including 1st floor, exterior, basement and attic; Remove and dispose of all illegal and defective wiring, boxes and devices; Replace with new wiring, outlets and (boxes as needed) to code. All unused panels, switches, receptacles, fixtures and conductors will be removed; Provide and install UL and State Fire Marshall listed hardwired, interconnected smoke detectors throughout, including audible integrated carbon monoxide detector; Check all emergency and exit lighting and bring up to code; Update lighting fixtures throughout as needed.
- *HVAC* – Provide and install two new packaged units heating and cooling with new supply and return ductwork. Size to be determined, may require stamped engineered drawings. Includes replacing hanging heater in front foyer or electric baseboard heating is an option.

Exterior Work

- *Site Work* – Remove all existing uneven sidewalk front walk, regrade areas, form and pour new sidewalk.

The Community Center and Hall is located in Census Tract 6006.03, Block Group 1 which is considered to be 58% LMI. The Community Center and Hall will benefit 1,840 residents in the Village of which 1,065 persons are considered to be LMI.

WORK COMPLETED.

Public Rehab – Freedom Township ADA Project - \$24,800 (CDBG)

The funds will be used to put in two handicap accessible parking spaces at the Freedom Township Hall located at 8966 State Route 700 and two parking spaces at the one room schoolhouse located at 7276 State Route 303 in Freedom Township along with one ADA compliant unisex restroom at the schoolhouse and upgrading two restrooms to ADA Standards at the Freedom Township Hall. The Freedom Township Hall also needs to replace the deteriorating ramp and railings so that it follows the current ADA specifications.

The renovation of the schoolhouse and the grounds will be used to host programs, exhibit historic artifacts relating to Freedom Township and recreate life in a one-room schoolhouse through displays and interactive exhibits.

The improvements at the Freedom Township Hall will allow better accessibility for those in the community that are elderly or disabled, the ability to come vote in person, come to Township meetings and community events held at the Freedom Township facilities, which could be anywhere from 50 – 300 people depending on the event.

The Freedom Township Hall and the one-room schoolhouse are both located in Census Tract 6006.02, Block Group 2 and will benefit the entire community.

WORK COMPLETED.

Fair Housing - \$10,000 (CDBG)

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.

Over the course of two years presentations will be made to 12 agencies/organizations targeted for CDBG assistance and/or special populations affected by CDBG assisted project.

Also, staff will be required to distribute to a minimum of ten public events, agencies or organizations each quarter through the grant program period.

WORK COMPLETED.

Administration - \$72,000 (CDBG)

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

City of Streetsboro - \$150,000 (CDBG)

Public Service – Streetsboro Senior Assistance Program - \$65,000 (CDBG)

The funds will be used to provide snow removal/yard mowing/leaf removal to benefit Elderly/Handicapped LMI residents in the City of Streetsboro.

WORK COMPLETED.

Home/Building Repair – Streetsboro Home Repair Program - \$62,500 (CDBG)

The funds will be used to provide home repairs, including electric, furnace, roofs for eight LMI households located in the City of Streetsboro.

WORK COMPLETED.

Administration of the City of Streetsboro Projects - \$22,500

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

An amendment is being processed to move \$5,100 from Home/Building Repair to Public Service to cover additional costs associated with running Senior Assistance Program. An extension is also being requested until November 30, 2022 to give staff time to draw the funds and to pay the contractor.

A public hearing has been scheduled for November 8, 2022 at 10:00 a.m.

2021 CDBG CRITICAL INFRASTRUCTURE GRANT (WINDHAM VILLAGE) - \$452,100 (CDBG)
\$48,000 (Windham Village) (September 1, 2021 – October 31, 2023)

Water Facility Improvements - \$475,100 (CDBG = \$427,100 + Windham Village = \$48,000)

Sixteen Hundred (1,600) linear feet of waterlines will be replaced along with 1,500 lineal feet of sidewalk. The improvements consist of replacing the entire waterline including service and fire hydrants along Maple Grove Road completing a neighborhood loop from North Main Street to East Center Street. Sidewalk and ADA ramps will be replaced, which provide ADA access along the corridor and spot curb repairs where service laterals need to be replaced. Several new water valves installations and tie-ins will complete the upgrades. Maple Grove Road serves a critical area in the Village, providing access to Katherine Thomas Elementary School.

It is anticipated that 3,575 residents in the area will benefit from the project, 51.61% of which is LMI.

Administration - \$25,000 (CDBG)

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

Resolution was passed by the Commissioners to award the contract for engineering services and the contract is being circulated for signatures.

2021 CDBG CRITICAL INFRASTRUCTURE GRANT (RAVENNA CITY) - \$253,600 (CDBG) + \$90,000 (Ravenna City) (September 1, 2021 – October 31, 2023)

Water Facility Improvements (CDBG = \$166,900 + Ravenna City = \$46,734)

Nine Hundred Thirty (930) linear feet of water lines will be replaced and one fire hydrant will be removed/installed on Pratt Street in the City of Ravenna.

Street Improvements (CDBG = \$66,700 + Ravenna City = \$30,066)

Once Pratt Street is excavated to replace the water lines, 930 linear feet of road surface will be restored as well as 1,350 linear feet of concrete curb will be replaced.

Sidewalk Improvements (Ravenna City = \$3,600)

Concurrent with the waterline replacement, 400 square feet of deteriorated sidewalk and the curb ramps will be upgraded to ADA standards on Pratt Street in the City of Ravenna.

Flood & Drainage Facilities (Ravenna City = \$9,600)

Concurrent with the waterline replacement, two manholes will be replaced, and four catch basins will be replaced on Pratt Street in the City of Ravenna.

Administration - \$20,000 (CDBG)

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

Construction started September 26, 2022.

2021 CDBG TARGET OF OPPORTUNITY PROGRAM CARES ACT (CDBG-CV) - \$235,100 (CDBG)
(February 1, 2022 – March 31, 2023)

F&CS Flooring & HVAC Update - \$214,100 (CDBG)

The funds will be used for replacement of the hard surfacing flooring and HVAC updates at the Family & Community Services Supportive Housing Program funded, Permanent Supportive Housing and Transitional Housing located at:

Permanent Supportive Housing

1019 – 1037 Graham Road, Kent City

1548/1550 Benjamin Court, Kent City

Transitional Housing

161/163 Currie Hall, Kent City

1540/1542 Benjamin Court, Kent City

1536/1538 Benjamin Court, Kent City

The improvements will provide Family & Community Services with the ability to better clean and sanitize the facilities and by updating the HVAC units it will provide improved air filtration and purification.

Administration - \$21,000 (CDBG)

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

Project will go out to bid on November 14, 2022 and the bid opening has been scheduled for 2:30 p.m. on November 30, 2022.

An Extension will also be requested to provide additional time needed to complete the project.

2022 COMMUNITY DEVELOPMENT ALLOCATION GRANT - \$630,000.00 (Portage County - \$480,000 + City of Streetsboro - \$150,000) (APPLICATION PENDING)

Public Facilities – Volunteer Park Project - \$125,000 (CDBG) + \$1,000 (Ravenna Hot Stove League)

The funds will be used to pave Volunteer Park Road in the City of Ravenna to the fields to increase activities including tournaments to the Ravenna Hot Stove League Fields to serve an area that is 58.37% LMI.

Clearance Activities – Coleman Demolition Project - \$45,600 (CDBG)

The funds will be used to demolish a blighted house owned by Coleman Professional Services at 463/465 South Chestnut Street, Ravenna City to eliminate a blight to the area.

Neighborhood Facilities/Community Center – Freedom School House ADA Project - \$53,900 (CDBG)

The funds will be used to remove the barriers that exist for the elderly and handicapped individuals that prevent them entering an historic building located at 7276 State Route 303 in Freedom Township and serves the community as a museum and is open to small groups for tours by providing an ADA compliant sidewalk and lift area and two handicap accessible parking spaces.

Neighborhood Facilities/Community Center – DMRC ADA Project - \$173,500 (CDBG) + \$12,820 (RLF)

Funds will be used to provide ADA accessibility to the fronts of the businesses by rebuilding the sidewalks and steps along with an ADA compatible access ramp at the north end of the walk. An ADA parking space will be added near the ramp entry, continuous railings at the stairs and ramp will be included to remove the barriers that exist for the elderly and handicapped individuals that prevent them entering the building located on the east side of Main Street, North Prospect Street in the Village of Mantua.

Fair Housing - \$10,000 (CDBG)

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.

Over the course of two years presentations will be made to 12 agencies/organizations targeted for CDBG assistance and/or special populations affected by CDBG assisted project.

Also, staff will be required to distribute to a minimum of ten public events, agencies or organizations each quarter through the grant program period.

Administration of the Portage County Projects - \$72,000 (CDBG)

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

City of Streetsboro - \$150,000 (CDBG)

Public Service – Senior Assistance Program - \$75,000 (CDBG)

The funds will be used to provide lawn mowing, leaf cleanup and snow removal to benefit LMI and/or disabled residents in the City of Streetsboro.

A letter has gone out to all persons who are currently in the program requesting that a new application to be completed and to submit updated income information.

Clearance Activities – Citywide Demolition Program - \$52,500 (CDBG)

Funds will be used for a Citywide Demolition Program in the City of Streetsboro to eliminate a slum and blight where needed within the City of Streetsboro.

Administration of the City of Streetsboro Projects - \$22,500 (CDBG)

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

Additional documentation requested by the Office of Community Development has been submitted as requested. Waiting on grant agreement.

2022 RESIDENTIAL PUBLIC INFRASTRUCTURE GRANT – CHINN SEWER CONSTRUCTION - \$750,000 (Includes RPC Administration) (CDBG) + \$1,500,000 (OPWC) + \$7,859,000 (WPCLF)

The service area includes the Babcock & Motz Allotment, Sanmar, Cloverlawn, High Knoll and the Chinn 1st, 2nd and 3rd Allotments. This area was developed in the 1950 – 1970 and comprises of 170 residential homes that have on site treatment systems and wells. The service area currently does not have access to a public water or sanitary sewer system. The purpose of this project is to construct a new public wastewater collection system that will address water quality violations encountered by the EPA and the P.C. Health Department in the project service area located in Ravenna Township.

The new collection system will require the construction of new gravity sewers, a new pump station and upgrades to an existing pump station and force mains in the area and roadway full depth pavement replacement.

A Permit-To-Install has not been secured yet, therefore a full application cannot be prepared/submitted to OCD until it's received. The drawings were revised and resubmitted to EPA for re-review.

2022 DOWNTOWN REVITALIZATION TARGET OF OPPORTUNITY PROGRAM - \$184,000 (Includes RPC Administration) (CDBG) + \$50,000 (Commitment)

Improvements are being proposed to a small block of buildings located on the east side of Main Street, North of Prospect Street in the Village of Mantua.

The following is being proposed: Renewal of the store fronts and façade of the building, including masonry restoration of the store front. Five of the entrance doors have been changed over time and have undersized, cheap residential entrance doors. These will be replaced with new aluminum covered wood doors with low

E tempered glazing and commercial hardware. The two existing doors that are original will be reglazed with low E tempered glazing and will be refurbished. The upper windows in all of the storefronts are currently boarded up and painted over. The windows will be opened back up and reglazed with 1" insulating low E glazing. All woodwork will be painted on the exterior face. Above the storefronts are cornice roofs. These will be repaired and re-roofed. All the cornice trim work will be painted and refurbished. The masonry face of the building will be cleaned and tuckpointed with brick repairs as needed. The estimate for this work is \$200,962.

The maximum grant amount is \$250,000 and applications will require firm participation commitments from business/building owners. A maximum of \$25,000 or 10% of the total CDBG project cost, whichever is less may be used for administration.

A pre-application has been submitted and are waiting on a response from the Office of Community Development (OCD).

2022 RESIDENTIAL PUBLIC INFRASTRUCTURE GRANT – MANTUA VILLAGE - \$750,000
(Includes RPC Administration) (CDBG) + \$750,000 (50% Match – Surcharge)

The Village of Mantua wastewater collections system consists of approximately 36,065 linear feet of 8-inch to 12-inch vitrified clay pipe (VCP), polyvinyl chloride (PVC) and truss piping. Approximately 21,331 linear feet of the collection system is VCP, consisting of sections ranging from 2-feet to 5-feet. Over the years, the VCP joints have grown old and have separated, allowing root intrusions which is leading to infiltration of ground water into the collection system. Some water laterals have found to be tapped in improperly, hammer tapped, and without a proper wye connection or grout these connections contribute to the infiltration. The improvements that will be completed will be the cleaning and camera of sewer lines, grouting of joints and hammer taps in the system, fixing of cracked pipes, inspection, and possible sealing of failing brick manholes.

This will alleviate the deterioration of sewer lines and joints. In doing so, it will improve the infiltration and inflow that is currently in the system from these joints. With the improvement of the inflow in the collection system, this will ultimately send less flow to the Village of Mantua Wastewater Treatment Plant and cost less to treat the Villages wastewater and reduce potential of sanitary sewer overflows into the Cuyahoga River.

Income survey that was done in 2020-2021 and at the time those properties surveyed were more than 51% LMI. However, the survey was to be randomized so to not bias the survey itself. Unfortunately, the survey was conducted just before and quickly wrapped up because of COVID and as a result was not randomized as we presented. We have enough LMI surveys at this time to justify the area to be LMI and are working with the State for their determination. A full application is being prepared and will be submitted as soon as the income survey is completed, and a public hearing has been held.

PORTAGE COUNTY RPC
FINANCIAL STATEMENT
October 31, 2022

	Month to Date		Year to Date	
Beginning Cash Balance	\$ 50,814.60	<-- Oct 1st-->	\$ 41,713.41	<-- Jan. 1st
Total All Receipts	\$ 15,931.68		\$ 343,654.92	
Total All Expenditures	\$ 30,084.15		\$ 348,706.20	
Ending Cash Balance	\$ 36,662.13	<--Oct 31st -->	\$ 36,662.13	

REVENUES	Budget	M-T-D	Y-T-D	Accts Recvble	Balance	% recvd
RPC Membership Dues	242,747.00	3,518.61	202,130.10	-	40,616.90	83%
Subdivisions	18,000.00	2,365.00	22,125.00	350.00	(4,125.00)	123%
Copies/Misc.(community over hrs)	2,000.00	265.80	4,707.44	-	(2,707.44)	235%
Grant (State)	-	-	-	-	-	0%
Rental Income	22,300.00	1,275.00	17,700.00	2,575.00	4,600.00	79%
Contracts	14,500.00	4,173.04	17,361.07	2,683.14	(2,861.07)	120%
Contract Portage County	151,400.00	4,334.23	79,631.31	2,170.24	71,768.69	53%
Other	-	-	-	-	-	0%
Refund/Reimbursement	-	-	-	-	-	0%
TOTAL REVENUE	450,947.00	15,931.68	343,654.92	7,778.38	107,292.08	76%
January 1, 2022 Unencumbered						
Cash Balance	38,003.00					
TOTAL CERTIFICATE OF RESOURCES	488,950.00					

EXPENDITURES	Budget	M-T-D	Y-T-D	Encumbered	Balance	% expend
3 Salaries	295,043.00	18,496.00	217,346.81	-	77,696.19	74%
3 PERS	39,906.00	2,589.46	30,264.80	-	9,641.20	76%
3 Medicare	4,133.00	255.42	2,999.59	-	1,133.41	73%
3 Workers Comp	4,846.00	314.44	3,695.01	-	1,150.99	76%
3 Unemployment	-	-	-	-	-	0%
3 Health Insurance	81,294.00	4,534.30	54,387.85	-	26,906.15	67%
4 Travel/Training	4,646.00	1,304.80	1,430.47	562.20	2,653.33	43%
4 Dues	726.00	-	615.00	100.00	11.00	98%
4 Publications	250.00	-	-	-	250.00	0%
4 Utilities	6,110.00	239.20	5,027.28	997.83	84.89	99%
4 Advertising	350.00	-	108.25	121.75	120.00	66%
4 Telephone	1,400.00	98.61	958.20	-	441.80	68%
4 Postage	1,200.00	-	500.00	500.00	200.00	83%
4 Repairs	2,250.00	59.90	1,863.72	253.43	132.85	94%
4 Equip/Copier/Postage meter Leases	4,200.00	427.85	2,578.85	478.00	1,143.15	73%
4 Professional & Technical Services	3,253.00	-	-	1,200.00	2,053.00	37%
4 Photocopying/Printing	2,500.00	56.51	1,871.85	550.15	78.00	97%
4 Audit Services	3,700.00	41.00	3,541.00	159.00	-	0%
4 Legal Services	10,000.00	1,666.66	8,333.34	1,666.66	-	100%
4 Insurance (Bonding)	354.00	-	354.00	-	-	100%
5 Supplies	3,260.00	-	1,333.34	446.51	1,480.15	55%
5 Equipment/Software	240.00	-	239.88	-	0.12	100%
5 Food Supplies	-	-	-	-	-	0%
5 Furniture	-	-	-	-	-	0%
6 Building Improvements	12,546.00	-	7,546.00	5,000.00	-	0%
6 Equipment (PLOTTER)	7,068.00	-	-	-	7,068.00	0%
7 Refund/Reimbursement	-	-	-	-	-	0%
8 Debt Service (Loan)	-	-	-	-	-	0%
TOTAL 2022 EXPENDITURES	489,275.00	30,084.15	344,995.24	12,035.53	132,244.23	73%
2021 Carryover Encumbrances						
Computers	3,296.42	-	3,296.06	-	0.36	100%
Software	414.90	-	414.90	-	-	100%
Total 2021 Encumbrances	3,711.32	-	3,710.96	-	0.36	
GRAND TOTAL	492,986.32	30,084.15	348,706.20	12,035.53	132,244.59	

CDBG FUNDS
10/31/22

FUND	BEGINNING CASH BALANCE	RECEIPTS	EXPENDITURES	ENDING CASH BALANCE
Rav City Critical Infrastructure	1,171.73	32,500.00	-	33,671.73
Windham Village Critical Infrastructure	1,486.93	2,200.00	1,109.41	2,577.52
Formula 2020 Grant (BF-20)	122.10	10,762.80	-	10,884.90
Target of Opportunity	179.64	2,600.00	2,471.55	308.09
TOTAL	2,960.40	48,062.80	3,580.96	47,442.24

10/31/22

2020 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
Windam Village Community Center	\$ 148,000.00	\$ -	\$ 142,951.83	\$ 5,048.17	\$ -	\$ 148,000.00	\$ -
Fair Housing Program	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -
Streetsboro City Home Repair Budget amendment -\$20,000	\$ 62,500.00	\$ -	\$ 20,429.00	\$ 42,071.00	\$ 10,762.80	\$ 42,222.80	\$ 20,277.20
Streetsboro City Public Services Budget amendment +\$20,000	\$ 65,000.00	\$ -	\$ 63,999.75	\$ 1,000.25	\$ -	\$ 45,000.00	\$ 20,000.00
Water/Sewer for Haven of Portage County	\$ 225,200.00	\$ -	\$ 225,200.00	\$ -	\$ -	\$ 225,200.00	\$ -
Freedom Twp Hall ADA	\$ 24,800.00	\$ -	\$ 23,267.52	\$ 1,532.48	\$ -	\$ 24,800.00	\$ -
Streetsboro City Administration	\$ 22,500.00	\$ -	\$ 22,500.00	\$ -	\$ -	\$ 22,500.00	\$ -
Portage County Administration	\$ 72,000.00	\$ -	\$ 70,489.80	\$ 1,510.20	\$ -	\$ 72,000.00	\$ -
RLF FUNDS FOR HAVEN OF PORTAGE COUNTY	\$ 88,433.00	\$ -	\$ 88,433.00	\$ -	\$ -	\$ 88,433.00	\$ -
TOTALS	\$ 718,433.00	\$ -	\$ 667,270.90	\$ 51,162.10	\$ 10,762.80	\$ 678,155.80	\$ 40,277.20

Grant Period 9-01-20/10-31-22

2021 CRITICAL INFRASTRUCTURE GRANT (RC) B-X-21-1CJ-2

Activity	Budget	M-T-D Expenditures	Accum Exp	Left to Spend in Grant	M-T-D Draws	Accum Draws	Left to Draw in Grant
Pratt Street Improvements	\$ 66,700.00	\$ -	\$ 527.20	\$ 66,172.80	\$ 500.00	\$ 700.00	\$ 66,000.00
Pratt Street Water Facility Improvements	\$ 166,900.00	\$ -	\$ -	\$ 166,900.00	\$ 30,000.00	\$ 30,000.00	\$ 136,900.00
General Administration	\$ 20,000.00	\$ -	\$ 6,401.07	\$ 13,598.93	\$ 2,000.00	\$ 9,900.00	\$ 10,100.00
TOTALS	\$ 253,600.00	\$ -	\$ 6,928.27	\$ 246,671.73	\$ 32,500.00	\$ 40,600.00	\$ 213,000.00

02-3

02-4

1-1

Grant period 9-1-21/10-31-2023

2021 CRITICAL INFRASTRUCTURE GRANT (WV) B-X-21-1CJ-1

Activity	Budget	M-T-D Expenditures	Accum Exp	Left to Spend in Grant	M-T-D Draws	Accum Draws	Left to Draw in Grant
Maple Grove Rd Improvements	\$ 427,100.00	\$ -	\$ -	\$ 427,100.00	\$ -	\$ -	\$ 427,100.00
General Administration	\$ 25,000.00	\$ 1,109.41	\$ 3,622.48	\$ 21,377.52	\$ 2,200.00	\$ 6,200.00	\$ 18,800.00
TOTALS	\$ 452,100.00	\$ 1,109.41	\$ 3,622.48	\$ 448,477.52	\$ 2,200.00	\$ 6,200.00	\$ 445,900.00

02-1
01-1

Grant period 9-1-21/10-31-2023

Target of Opportunity Cares Act B-D-21-1CJ-4

Activity	Budget	M-T-D Expenditures	Accum Exp	Left to Spend in Grant	M-T-D Draws	Accum Draws	Left to Draw in Grant
F&CS Flooring/HVAC Improvements	\$ 214,100.00	\$ -	\$ -	\$ 214,100.00	\$ -	\$ -	\$ 214,100.00
General Administration	\$ 21,000.00	\$ 2,471.55	\$ 4,891.91	\$ 16,108.09	\$ 2,600.00	\$ 5,200.00	\$ 15,800.00
TOTALS	\$ 235,100.00	\$ 2,471.55	\$ 4,891.91	\$ 230,208.09	\$ 2,600.00	\$ 5,200.00	\$ 229,900.00

Grant period 2-1-22/03-31-2023

2015-2022 PORTAGE COUNTY HOME SEWAGE DISPOSAL PROGRAM

Description	Draw	RPC Admin	Stormwater Funds	ADDRESS
budget amount -->		59,462.09	\$ 450,000.00	
Draw	1	6,372.71	\$ 10,776.00	5666 Unger Road, Atwater
Draw	2	4,465.73	\$ -	
Draw	3	1,985.79	\$ -	
Draw	4	4,269.31	\$ -	
Draw	5		\$2,755.11	1088 Waterloo Road, Mogadore
Draw	6		\$ 6,589.55	6753 Berry Road, Ravenna
Draw	7		\$ 2,285.69	2083 Pontius Road, Mogadore
Draw	8		\$ 2,481.60	6764 Sprott Avenue, Ravenna
Draw	9		\$ 2,343.67	10720 Woodard, Deerfield
Draw	10		\$ 2,651.06	328 Industry Road, Atwater
Draw	11		\$ 7,651.60	1367 Laura Lane, Mogadore
Draw	12	2,912.29	\$ -	
Draw	13	6,082.43	\$ -	
Draw	14		\$ 1,969.00	6601 St. Rt. 225, Ravenna
Draw	15		\$ 15,757.50	11054 Center Road, Garrettsville
Draw	16		\$ 13,530.00	3859 Industry Road, Rootstown
Draw	17		\$ 9,230.00	2296 Bixler Drive, Mogadore
Draw	18		\$ 2,304.40	1331 Martin Road, Mogadore
Draw	19		\$ 12,371.05	4271 Mahoning Road, Diamond
Draw	20		\$ 8,654.15	2111 Meloy Road, Kent
Draw	21		\$ 7,335.80	4157 Lynwood Drive, Kent
Draw	22		\$ 32.00	Lien release
Draw	23		\$ 7,558.00	81 Pontius Road, Mogadore
Draw	24	3,324.69	\$ -	
Draw	25	1,244.70	\$ -	
Draw	26		\$ 15,052.00	1341 Laura Lane, Mogadore
Draw	27	3,341.72	\$ -	
Draw	28		\$ 2,518.00	3073 Spring Valley, Mogadore
Draw	29		\$ 12,374.00	7615 Hudson Road, Kent
Draw	30		\$ 7,258.75	6585 Wayland Road, Ravenna
Draw	31		\$ 2,493.25	6701 St Rt 303, Ravenna
Draw	32		\$ 7,880.50	8021 Hewins Road, Garrettsville
Draw	33		\$ 8,106.00	195 Heartwood Dr, Mogadore
Draw	34		\$ 8,161.00	1195 Ravenna Road, Kent
Draw	35		\$ 2,451.75	4088 Lynwood Drive, Kent
Draw	36		\$ 4,134.50	4518 Rock Spring Road, Ravenna
Draw	37	2,017.60	\$ -	
Draw	38		\$ 2,264.40	2241 Alliance Road, Deerfield
Draw	39		\$ 38.00	2241 Alliance Road, Deerfield
Draw	40	2,703.71	\$ -	
Draw	41		\$ 38.00	2111 Meloy Road, Kent
Draw	42		\$ 14,314.63	495 Hartzell Road, Deerfield
Draw	43		\$ 18,782.00	3802 Herriff Road, Ravenna
Draw	44		\$ 4,296.10	3849 Cook Road, Rootstown
Draw	45		\$ 15,592.00	594 Kapity Drive, Mogadore
Draw	46	1,453.69	\$ -	
Draw	47		\$ 2,590.00	5303 Pioneer Trail, Mantua
Draw	48	2,660.30	\$ -	
Draw	49		\$ 19,605.90	2244 New Milford Rd, Atwater
Draw	50		\$ 15,490.80	7388 Peck Road, Ravenna
Draw	51		\$ 300.00	1536 Porter Road, Atwater
Draw	52		\$ 14,366.00	12275 Brosius Road, Garrettsville
Draw	53		\$ 16,016.00	1923 Martin Road, Mogadore
Draw	54	1,226.22	\$ -	
Draw	55		\$ 15,768.50	5232 Newton Falls Road, Ravenna
Draw	56	3,029.80	\$ -	
Draw	57		\$ 2,480.61	167 Porter Road, Atwater
Draw	58	1,957.56	\$ -	
Draw	59	1,052.48	\$ -	
Draw	60		\$ 20,631.30	481 Arehart Drive, Mogadore
Draw	61		\$ 3,417.73	3071 Brady Lake Road, Ravenna
Draw	62	2,407.02	\$ -	
Draw	63		\$ 18,694.50	3788 St. Rt 44, Rootstown
Draw	64	1,408.09	\$ -	
Draw	65		\$ 28,088.00	5861 Laubert Road, Atwater
Draw	66		\$ 4,719.00	4849 Campbellsport Road, Rootstown
Draw	67	1,745.83	\$ -	
			\$ -	4311 Mahoning Road, Diamond
			\$ -	
			\$ 404,199.40	
		55,661.67	\$ 45,800.60	
		3,800.42		
TOTAL				

Waiting for HD Sign off

Waiting for HD Sign off

Waiting for vendor info

left to draw

\$ 49,601.02

GRAND TOTAL RECVD

\$ 459,861.07

\$94,826.87 TOTAL RECAPTURED THROUGH 10/14/2022

Address	YEAR	Program Income received	Date	Accumulated Revenue	
6764 Sprott Avenue	2018	\$ 2,481.60	4/12/2018	\$ 2,481.60	
5666 Unger Road	2018	\$ 10,776.00	10/30/2018	\$ 13,257.60	2018
4271 Mahoning Road	2019	\$ 206.00	2/21/2019	\$ 13,463.60	
4271 Mahoning Road	2019	\$ 206.00	4/3/2019	\$ 13,669.60	
4271 Mahoning Road	2019	\$ 206.00	4/18/2019	\$ 13,875.60	
4271 Mahoning Road	2019	\$ 207.05	5/20/2019	\$ 14,082.65	
4271 Mahoning Road	2019	\$ 206.00	6/17/2019	\$ 14,288.65	
4271 Mahoning Road	2019	\$ 206.00	7/19/2019	\$ 14,494.65	
4271 Mahoning Road	2019	\$ 206.00	8/20/2019	\$ 14,700.65	
4271 Mahoning Road	2019	\$ 206.00	9/17/2019	\$ 14,906.65	
4271 Mahoning Road	2019	\$ 206.00	10/17/2019	\$ 15,112.65	
4271 Mahoning Road	2019	\$ 206.00	11/19/2019	\$ 15,318.65	
4271 Mahoning Road	2019	\$ 412.00	12/18/2019	\$ 15,730.65	
1331 Martin Road	2019	\$ 2,318.40	12/23/2019	\$ 18,049.05	2019
4271 Mahoning Road	2020	\$ 206.00	1/15/2020	\$ 18,255.05	
4271 Mahoning Road	2020	\$ 206.00	2/20/2020	\$ 18,461.05	
2241 Alliance Road	2020	\$ 2,302.40	2/27/2020	\$ 20,763.45	
4271 Mahoning Road	2020	\$ 206.00	3/16/2020	\$ 20,969.45	
4271 Mahoning Road	2020	\$ 206.00	4/21/2020	\$ 21,175.45	
4271 Mahoning Road	2020	\$ 206.00	5/15/2020	\$ 21,381.45	
2111 Meloy Road	2020	\$ 8,668.15	6/23/2020	\$ 30,049.60	
4271 Mahoning Road	2020	\$ 309.00	6/23/2020	\$ 30,358.60	
4271 Mahoning Road	2020	\$ 206.00	7/23/2020	\$ 30,564.60	
4271 Mahoning Road	2020	\$ 206.00	8/17/2020	\$ 30,770.60	
4271 Mahoning Road	2020	\$ 206.00	9/17/2020	\$ 30,976.60	
4271 Mahoning Road	2020	\$ 206.00	10/15/2020	\$ 31,182.60	
4271 Mahoning Road	2020	\$ 206.00	11/19/2020	\$ 31,388.60	
4271 Mahoning Road	2020	\$ 309.00	12/16/2020	\$ 31,697.60	2020
4271 Mahoning Road	2021	\$ 206.00	1/20/2021	\$ 31,903.60	
4271 Mahoning Road	2021	\$ 206.00	2/22/2021	\$ 32,109.60	
1367 Laura Lane	2021	\$ 7,665.60	3/4/2021	\$ 39,775.20	
4271 Mahoning Road	2021	\$ 206.00	3/23/2021	\$ 39,981.20	
4271 Mahoning Road	2021	\$ 206.00	4/20/2021	\$ 40,187.20	
8021 Hewins Road	2021	\$ 7,918.50	5/26/2021	\$ 48,105.70	
4271 Mahoning Road	2021	\$ 309.00	6/23/2021	\$ 48,414.70	
4271 Mahoning Road	2021	\$ 206.00	7/20/2021	\$ 48,620.70	
4271 Mahoning Road	2021	\$ 206.00	8/16/2021	\$ 48,826.70	
6701 S R 303	2021	\$ 2,493.25	9/3/2021	\$ 51,319.95	
4271 Mahoning Road	2021	\$ 206.00	9/13/2021	\$ 51,525.95	
4271 Mahoning Road	2021	\$ 206.00	10/13/2021	\$ 51,731.95	
4271 Mahoning Road	2021	\$ 206.00	11/15/2021	\$ 51,937.95	
4271 Mahoning Road	2021	\$ 309.00	12/20/2021	\$ 52,246.95	2021
4271 Mahoning Road	2022	\$ 206.00	1/13/2022	\$ 52,452.95	
4271 Mahoning Road	2022	\$ 206.00	2/15/2022	\$ 52,658.95	
4271 Mahoning Road	2022	\$ 206.00	3/15/2022	\$ 52,864.95	
594 Kapity Drive	2022	\$ 15,592.00	4/11/2022	\$ 68,456.95	
3849 Cook Road	2022	\$ 4,296.10	4/18/2022	\$ 72,753.05	
4518 Rock Spring Road	2022	\$ 4,134.50	4/21/2022	\$ 76,887.55	
4271 Mahoning Road	2022	\$ 206.00	4/22/2022	\$ 77,093.55	
495 Hartzell Road	2022	\$ 14,314.63	5/20/2022	\$ 91,408.18	
4271 Mahoning Road	2022	\$ 309.00	6/14/2022	\$ 91,717.18	
2083 Pontius Road	2022	\$ 2,285.69	6/17/2022	\$ 94,002.87	
4271 Mahoning Road	2022	\$ 206.00	7/13/2022	\$ 94,208.87	
4271 Mahoning Road	2022	\$ 206.00	8/18/2022	\$ 94,414.87	
4271 Mahoning Road	2022	\$ 206.00	9/14/2022	\$ 94,620.87	
4271 Mahoning Road	2022	\$ 206.00	10/14/2022	\$ 94,826.87	

RESOLUTION

No. 22-15

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

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

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

WHEREAS: The Portage County Regional Planning Commission authorizes to enter into a Fee Agreement with the Portage County Prosecutor's Office to provide said services beginning January 1, 2023 and ending December 31, 2023 for a fee not to exceed \$10,000; NOW THEREFORE BE IT

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

UPON CALL FOR VOTE BY CHAIRMAN, JIM DIPAOLO THE
VOTE WAS AS FOLLOWS

YEAS _____ NAYS _____ ABSTENTIONS _____

I certify the foregoing is a true copy of a Resolution passed and action taken on November 9, 2022.

Jim DiPaola, Chairman

Todd Peetz, Secretary

Portage County Vision Plan

2022 - 2032

FINAL OCTOBER 2022



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Mission	8
Priorities	8



Board of Commissioners

Sabrina Christian-Bennett, President
Anthony J. Badalamenti, Vice President
Vicki A. Kline, Board Member

Dear Portage County Residents,

The Portage County Commissioners are excited to share our strategic plan for the future of our county. In 2021, Portage County embarked on a comprehensive strategic planning process to vision a desired future for the County and translate this vision into priorities, goals, and a mission to define the next five to ten years. As part of this process, we gathered input from a variety of stakeholders including:

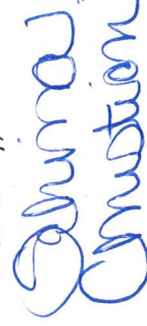
- Township Trustees
- Zoning Inspectors
- County Department Heads
- Community partners
- County residents

The goals and objectives found on the following pages are a guide to accomplish our mission: To provide public service and strive to work creatively with local communities, businesses, and residents to further enhance communities, economic development, social well-being, and overall quality-of-life through effective communication and collaboration. And to further the vision of our community

"Create a sense of place through inspirational leadership and communication at all levels to maximize quality of life opportunities."

The 2022-2023 Portage County Vision Plan reflects our growing County and embodies our commitment to be efficient and forward-thinking with County resources. With the vision plan completed, work on developing goals, strategies, and actions to move forward through the coinciding Comprehensive Plan continues. We are committed to working together and to focus investments on community initiatives. Thank you for all who participated.

Sincerely,


Sabrina Christian-Bennett

Anthony Badalamenti

Vicki Kline

President, Board of
Commissioners

Vice President, Board of
Commissioners

Board of Commissioners
Member



VISION PLAN COMMITTEE

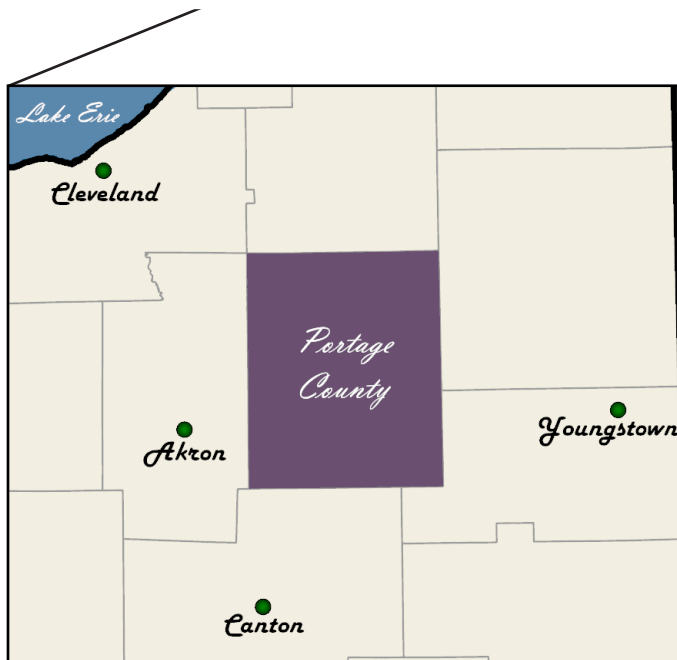
Anthony Badalamenti	Patrick O'Malia
Nic Coia	Ron Kotkowski
Jeff Derthick	Janet Coon
Chris Szell	Terrie Nielsen
Tim Patrick	Brett Housley
Emily Lashley	Dave Kemble
Cheryl Wood	Chris Craycroft
Shawn Gordon	

STAFF MEMBERS

Todd Peetz	Maria Palmisano
Gail Gifford	Grace Petitjean

County Profile

Portage County is in Northeast Ohio between Akron, Cleveland, and Youngstown. The General Assembly created Portage County on June 9, 1808. The County is bordered by Cuyahoga and Geauga Counties to the north, Mahoning and Trumbull Counties to the east, Stark County to the south, and Summit County to the west. A wide variety of lifestyles are available to county residents as Portage County enjoys the benefits of urbanization while also offering a rural atmosphere.



General Information

1808

Year organized by the Ohio General Assembly. Portage County consists of 18 townships, six villages, and five cities.

504

Portage County is over 500 square miles.

161,791

Based on the 2020 Census, Portage County's population grew by 0.23% from 2010.

13.6%

Percent of minority population.

2.17%

Percent Hispanic and Latino/a.

5

Universities and Trade Schools: Kent State University, Northeast Ohio Medical University, Hiram College, Maplewood Career Center, Kent Theodore Roosevelt Career Technical program.

92%

Percent of population with a high school diploma or higher.

28.7%

Percent of population with a Bachelor's Degree or higher.

4

There are four hospitals and health centers in the County including UH Portage, Akron General Children's, UH Streetsboro Health Center, and UH Kent Health Center.

14

State Parks and Preserves including the Cuyahoga River Water Trail and Scenic River.

0.7%

Percent of Portage County owned by the Portage Park District. State Parks, Preserves, and County Parks account for 8% of Portage County.

1

Camp James A. Garfield Joint Military Training Center is 21,000-acre facility operated by the Ohio Army National Guard.

Why a Vision Plan?

A vision plan, sometimes called a strategic plan, is a guiding document that identifies priorities, sets a direction, and aligns resources to implement goals and strategies. It is not meant to encompass all programs, initiatives, and services, but rather be a broad overarching guide. This plan was developed through input from Township trustees and representatives from the cities, villages, University Hospital, and Northeast Ohio Medical University.

Process

The Portage County Regional Planning Commission developed the Vision Plan in conjunction with representatives from the Townships, County, Villages, Cities, and local organizations. The plan was created during six meetings with the vision plan committee held over the course of seven months. Internal meetings were held with commissioners and department heads to capture their thoughts. Survey results from the coinciding Comprehensive Plan were used to help shape priorities and goals. The goals and objectives developed as part of the Vision Plan will be expanded upon in the Comprehensive Plan.

Survey Results

Top challenges to living or working in Portage County:

1. Loss of farmland
2. Access to broadband, especially in rural areas

Top benefits to living or working in Portage County:

3. Location and access
4. Rural living
5. Affordability



Plan Elements

VISION

- » Single encompassing statement about the future direction of the County shared by its communities
- » Encompasses a variety of local perspectives
- » Remains true of a long period of time
- » May or may not be achieved, i.e., the vision represents a dream

MISSION

- » Explains the overarching goal the County is working to achieve
- » Remains consistent but can evolve as the County grows

PRIORITIES

- » Items to accomplish as the County works to fulfill its mission
- » Developed with input from the Vision Plan committee
- » Reevaluated every three to five years

GOALS

- » Broad goals that work to achieve the Vision and Mission statements and uphold the priorities
- » Reevaluated on an annual to biannual basis

OBJECTIVES

- » Specific measurable results
- » Evaluated semi-annually to track progress toward achieving the goals and ultimately the mission and vision.
- » Action that an individual, groups of individuals, or departments can take to work toward the goal

Vision

Create a sense of place through inspirational leadership and communication at all levels to maximize quality of life opportunities.

Mission

To provide public service and strive to work creatively with local communities, businesses, and residents to further enhance communities, economic development, diverse and equitable social well-being, and overall quality-of-life through effective communication and collaboration.

Priorities

- » QUALITY OF LIFE
- » COMMUNITIES
- » ECONOMIC WELL-BEING & PROSPERITY
- » HUMAN SERVICES
- » EFFECTIVE COMMUNICATION
- » ENVIRONMENTAL STEWARDSHIP
- » EXCELLENT SERVICE DELIVERY



Quality of Life

Quality of life is the health, comfort, and happiness experienced by individuals and communities. The County plays a critical role in improving quality of life for its residents. The vision plan builds on existing efforts that focus on improving life for residents and communities.

Themes:

- | | |
|------------------------------|------------------------------|
| 1. <i>Education</i> | 5. <i>Infrastructure</i> |
| 2. <i>Recreation</i> | 6. <i>Improvements</i> |
| 3. <i>Workforce</i> | 7. <i>Social Equity</i> |
| 4. <i>Development</i> | 8. <i>Community Arts</i> |
| 9. <i>Housing Diversity</i> | 10. <i>and Entertainment</i> |
| 11. <i>and Affordability</i> | |

Highlights:

1. *Maintain rural character.*
2. *Promote parks, recreation, and fun and engaging activities.*
3. *Enhance job readiness.*

GOAL: TO CONTINUE TO GROW WHILE PROVIDING FOR OPPORTUNITIES TO SUPPORT THE PRIMARY TANGIBLE AND IN- TANGIBLE NEEDS OF THE COMMUNITY.

OBJECTIVE: Support education at all levels, through communication, collaboration, promoting safety, and through connecting private sector businesses to schools, trades, and universities.

OBJECTIVE: Work with communities, Portage Park District, private sector, and non-profits to provide fun and engaging activities.

OBJECTIVE: Engage with educational institutions to align with the needs of the community, including job readiness.

OBJECTIVE: Encourage communities and private sector to provide diverse housing types to meet a variety of income levels.

OBJECTIVE: Identify infrastructure needs by collaborating with communities and state agencies.

OBJECTIVE: Leverage emerging, expanding, and changing technologies that will benefit Portage County and its residents.

OBJECTIVE: Ensure information is available to our diverse community about opportunities to improve their lives.

OBJECTIVE: Support the tourism industry and encourage local access to community arts and entertainment.

OBJECTIVE: Maintain commitment to public safety and emergency services.

Communities

Vibrant communities are culturally diverse places that support a high quality of life and foster a healthy inclusive environment for all. They provide access to basic needs and services, encourage involvement, and build connections between residents and the larger community. Arts, entertainment, and expression are encouraged. There is often an emphasis on walkability, bike ability, beautification of the community, and sense of place.

Themes:

1. *Live-Work-Play*
2. *Sense of Place and of Community*
3. *Festivals or Community Events*
4. *Community Centers*
5. *Retain People in the Community*
6. *Shared Resources*

Highlights:

1. *Create distinct community identities.*
2. *Collaborate on local resources.*
3. *Ensure equity and access to government services.*

GOAL: COLLABORATE WITH LOCAL COMMUNITIES TO FURTHER ENHANCE SENSE OF PLACE.

OBJECTIVE: Foster a sense of place unique to Portage County that communities can build on and enhance to create their own distinctive identity.

OBJECTIVE: Promote culturally diverse events celebrating our residents heritage.

OBJECTIVE: Encourage special events and assist in marketing and promotion of those events.

OBJECTIVE: Assist and promote community centers, where residents can come together to host a variety of events, recreation, or social club gatherings.

OBJECTIVE: Create and support community amenities that will allow for people to continue to live in Portage County, like diverse job opportunities or aging in place.

OBJECTIVE: Collaborate with communities to share resources, materials, and cost for the betterment of our residents.

OBJECTIVE: Ensure equity and access to government services.

Economic Well-Being & Prosperity

Economic well-being and prosperity include growth and security. It is essential to the well-being of every community and is a key element of quality-of-life. Portage County is working to maintain its diverse economic base.

Themes:

1. *Infrastructure*
2. *Brownfields and Redevelopment*
3. *Retain, attract, grow*
4. *Marketing*

Highlights:

1. *Market our area.*
2. *Further public-private partnerships.*
3. *Enhance infrastructure.*

GOAL: CREATE VIBRANT AND SUSTAINABLE ECONOMIC OPPORTUNITY THROUGH COLLABORATION, MARKETING, EDUCATION, AND INFRASTRUCTURE AVAILABILITY.

OBJECTIVE: Collaborate with communities and private sector for infrastructure maintenance and expansion.

OBJECTIVE: Identify areas that need to be renewed and develop local public-private partnerships to energize those areas.

OBJECTIVE: Work with state, regional, and local agencies to market our area, with an emphasis on our local economic development leaders, chambers, economic development agents, planners, realtors, and businesses to meet our needs.

OBJECTIVE: Develop a marketing and information strategy to tell the story of Portage County showcasing the opportunities that exist.



Health & Human Services

Portage County's departments and agencies provide many health and social services which are devoted to improving the health, safety and well-being of its residents.

Themes:

1. *Health Care*
2. *Mental Health*
3. *Social Services*
4. *Senior Living*

Highlights:

1. *Promote senior services.*
2. *Enhance access to health care.*

GOAL: HELP THOSE WHO NEED ADDITIONAL ASSISTANCE, WHETHER IT BE BASIC LIVING NEEDS, HEALTH CARE, MENTAL HEALTH, OR AGING RELATED ISSUES.

OBJECTIVE: Utilize and leverage the vast network of health care and social service providers to ensure access to state of the art, nationally recognized care services.

OBJECTIVE: Address, as a County, the social determinants of health within communities.

OBJECTIVE: Coordinate with and promote the service providers who address mental health issues.

OBJECTIVE: Work with social service agencies to help direct people to the various services provided.

OBJECTIVE: Continue senior services and, through public-private partnerships, address the growing need for elderly housing.



Effective Communication

Portage County seeks to increase communication between residents and businesses and local government and/or leadership. The County will increase transparency in all interactions and decisions.

Themes:

1. *Government Transparency and Collaboration*
2. *Public Education and Outreach*
3. *Address Public Perception*
4. *Communication Plan*

Highlights:

1. *Establish a public information policy.*
2. *Share the good to great things occurring in the County.*
3. *Utilize information technology to enhance public communication.*

GOAL: COMMUNICATE EFFECTIVELY WITH COMMUNITIES AND THE PUBLIC THROUGH A VARIETY OF SOURCES.

OBJECTIVE: Build on relationships and collaborate with communities and businesses to achieve community goals and aspirations.

OBJECTIVE: Working together with both education and businesses to promote training and opportunities and engage students to meet their needs.

OBJECTIVE: Strive to effectively communicate, educate, and provide clear direction and understanding for the public.

OBJECTIVE: Develop a communication strategy to maximize community, public awareness, and transparency.

Environmental Stewardship

Environmental stewardship is defined as the responsible use and protection of the natural environment through conservation and sustainable practices to enhance ecosystem resilience and human well-being. Portage County encourages the adoption of sustainable policies by its communities, residents, and employees. Preserving farmland and our natural heritage is a priority for the County.

Themes:

1. *Farmland Preservation*
2. *Agricultural Identity*
3. *Land and Water Conservation*
4. *Ecosystem Integrity*
5. *Resiliency to Impacts of Climate Change*

Highlights:

1. *Maintain agricultural character.*
2. *Promote agricultural diversity.*
3. *Conserve, restore and be good stewards of natural areas.*

GOAL: PRESERVE OUR AGRICULTURAL HERITAGE AND ENVIRONMENT THROUGH LAND USE AND INFRASTRUCTURE DECISION MAKING.

OBJECTIVE: Work with landowners and farmland preservation programs that will assist in the long-term utilization of farmland.

OBJECTIVE: Promote our farmland heritage through the County Fair and our diverse agricultural production.

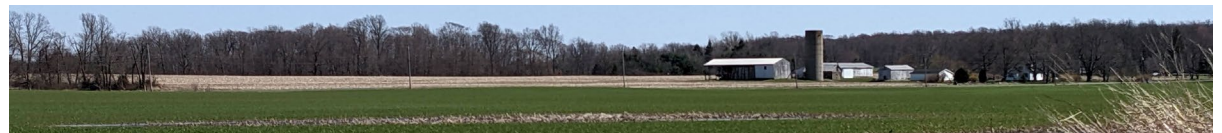
OBJECTIVE: Promote land conservation that enhances accessibility to the public for their enjoyment.

OBJECTIVE: Promote water quality and conservation.

OBJECTIVE: Inform the public about the value and cost reduction of conservation.

OBJECTIVE: Conserve important ecosystems and enhance biodiversity.

OBJECTIVE: Educate the public on the value of diverse agriculture and environmental ecosystems.



Excellent Service Delivery

Delivering cost effective quality services to its residents in a professional manner is a priority for Portage County. Portage County is committed to retaining public trust and confidence. Changing technologies can be challenging for employers, employees, and customers alike to keep up. The County will work to implement and integrate new technologies into its operations and infrastructure.

Themes:

1. *Infrastructure*
2. *Fiscal Responsibility*
3. *Efficiency*
4. *Innovation*

Highlights:

1. *Promote long-term capital improvement planning.*
2. *Strive to hire the best available employees.*
3. *Embrace technology.*

GOAL: PROVIDE EXCEPTIONAL SERVICE TO RESIDENTS AND BUSINESSES WITH EFFICIENCY AND INNOVATION.

OBJECTIVE: Provide County facilities that adequately meet long-term needs.

OBJECTIVE: Maintain fiscal stability and responsible spending.

OBJECTIVE: Provide superior customer service responsive to rapidly growing areas, changing demographics, and community needs.

OBJECTIVE: Ensure that Portage County, as an employer, can attract and retain highly skilled, qualified individuals with competitive salaries and an excellent benefit package.

OBJECTIVE: Optimize County operations by embracing technology and continuously innovating.

OBJECTIVE: Lead the County by embracing green energy technologies and addressing climate change.

HIGH ST

JAMES A. GARFIELD
HISTORICAL
SOCIETY
8107

SEAN'S
PUB
& EATERY

Slime & Jumbo's
Neighborhood Bar and Grill

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