



# Geauga County Planning Commission

12611 Ravenwood Drive, Suite #380, Chardon, OH 44024

Phone: (440) 279-1740

[www.co.geauga.oh.us/Departments/Planning-Commission](http://www.co.geauga.oh.us/Departments/Planning-Commission)

## FEBRUARY 14, 2023 MEETING MINUTES

### **1. Pledge of Allegiance**

Chairman John Oros called the February 14, 2023 regular meeting of the Geauga County Planning Commission to order at 7:31 a.m. at 12611 Ravenwood Drive, Suite A334, Chardon, Ohio. A quorum was obtained. Following the Pledge of Allegiance Chairman Oros said there was a request to adjust the agenda, New Business items 11C and D will be moved to the top of today's agenda. Roll call was called by Ms. Irizarry, and the following members were present:

### **2. Roll Call**

Members present: Nick Gorris, Gary Neola, Dan Miller, Dennis Bergansky, Jim McCaskey, Commissioner Dvorak and John Oros.

Members absent: Commissioner Ralph Spidalieiri, Commissioner Lennon, Caterina Cocca-Fulton, and Walter Claypool.

Adam Litke from the Geauga Public Health Department was present.

Staff present: Linda Crombie (Director,) Allyson Kobus (Planner II), and Pamela Irizarry (Administrative Assistant).

### **11. New Business**

#### **11C. Geauga Public Health Resolution 2023-2, Household Lot Evaluations Requirements:**

Ms. Crombie said this is a change to the Subdivision Regulations originally discussed in October of last year regarding Large Lots. At their January 25, 2023 meeting, the Geauga County Board of Health chose to rescind the requirement of lot evaluations for any lots five (5) acres and over. For a lot split proposal that is exactly five (5) acres, however, the lot evaluation is still required. Mr. McCaskey questioned the language, he said it is written five (5) acres and over will no longer require the lot evaluation, why does a property that has exactly five (5) acres still need a lot evaluation? Ms. Crombie explained this is why she is presenting this information to clarify it. A lot that is 5.001 acres and over as calculated to the right of way will no longer require a lot evaluation, but lots that are exactly five acres, meaning 5.000 acres, will still need one.

Ms. Crombie said other proposed amendments to the Subdivision Regulations could take six (6) months to a year, but the Planning Commission board could request the Board of County Commissioners suspend enforcement of the lot evaluation requirements for large lots until the Subdivision Regulations are amended. If the board agrees, then a motion would need to be made to recommend to the BOCC pass a resolution with the following changes: The Geauga County Planning Commission and BOCC boards amended the Subdivision Regulations effective, September 2005, to allow review of new lots containing more than five (5) acres and up to twenty (20) acres; The Planning Commission board and Geauga Public Health have determined review of large lots is no longer necessary due to the variety of

household sewage disposal systems; this resolution does not guarantee approval of a household septic system and any property owner can choose to have a lot evaluation done on a large lot; the board acknowledges Resolution 2023-2 passed by Geauga County Board of Health on January 25, 2023; and suspend enforcement lot evaluations for large lots.

Mr. Litke from Geauga Public Health commented that lot evaluations have expiration dates and the suggested changes would be better for property owners. He also said buyers must be “buyer beware” when purchasing property.

Motion made by Commissioner Dvorak to approve the household lot evaluations requirements for large lots based on the five reasons mentioned in the memo, and seconded by Mr. McCaskey, and upon a call to for the vote, the motion passes unanimously.

Mr. McCaskey asked why this topic is coming back to the Planning Commission board. Ms. Crombie replied that board approval is needed to change this as when it was first discussed, it was just a concept and support from Geauga Public Health was needed. When the staff reviews a lot split, they must be able to cite the resolution to demonstrate a lot is not contrary to household sewage disposal rules.

11D. Personnel Policy and Procedures Manual (Credit Card):

Ms. Crombie said at the January meeting, the board discussed a county credit card can be used for webinars per the ORC 301.27, but it cannot be allowed to pay for job postings. A motion is needed to add this to the Policy and Procedures Manual. Mr. Neola asked how are job postings paid for and Ms. Crombie said she pays for it out of pocket and submits for reimbursement. Ms. Crombie presented the current page that discuss the credit card usage in the Personnel Policy and Procedures Manual with red-lined changes.

Motion made by Mr. Neola to amend the Personnel Policy and Procedures Manual regarding credit card usage, and seconded by Commissioner Dvorak, and upon a call for the vote, the motion passes unanimously.

**3. Approval of Minutes for the January 10, 2023 Regular Meeting**

Mr. Gorris said the minutes for January 10, 2023 started out by saying “Former Chairperson” but it should be “Chairperson” as he feels Ms. Cocca-Fulton was still Chairperson at the beginning of the January meeting. Mr. Gorris also said there was a typo on one of the first couple pages. Ms. Crombie noted she has the location of the typo in an email from Mr. Gorris.

Mr. Neola made a motion to approve the January 10, 2023 regular meeting minutes as amended, and Mr. Bergansky seconded the motion, and upon a call for the vote, the motion passes unanimously.

**4. Financial Report and Approval of Expenses**

Ms. Irizarry provided the financial report as of February 13, 2023 attached hereto and the expenses marked as Exhibit “A” totaling \$1,088.37 as well as a summary of the 2022 Year End financial analysis. There was some discussion over why some of invoices from 2022 were being paid in 2023. Ms. Irizarry

explained it was due to the procedure of how financials are approved through the BOCC and the Geauga County Auditor's Office.

Mr. Neola made a motion to approve the financial report and the summary of expenses, marked exhibit "A" totaling \$1,088.37. Mr. Bergansky seconded the motion, and upon a call for the vote, the motion carried unanimously.

Commissioner Dvorak left the meeting at 7:57 a.m.

## **5. Director's Report**

**1. New Building Lots:** Ms. Crombie said there were three (3) new building lot proposals submitted in January, two (2) located in Newbury Township and one (1) in Auburn Township. The year to date lot split activity showed three (3) minor lot splits and one large lot split.

**2. Gauga County Township Association Quarterly Meeting:** Ms. Crombie said Kimm Leininger from Geauga Growth Partnership gave a presentation at the quarterly meeting. She discussed workforce development training and offered numerous programs to businesses to assist them and their employees.

**3. Destination Geauga presentation:** Ms. Crombie said Destination Geauga presented at Geauga Growth Partnership's January GEL meeting held at KSU Geauga. The director, Kathy Shimer, reviewed recent efforts to encourage support to local restaurants and taverns, and updated tourism guide. Ms. Crombie mentioned the upcoming 2024 total solar eclipse would be something of interest regarding tourism. Ms. Shimer mentioned that Middlefield Village performed a feasibility report regarding the possibility of a hotel.

**5. Ohio Township Association, 2022-2024 Legislative Priorities:** Ms. Crombie said the 135<sup>th</sup> General Assembly (GA) of the Ohio Legislature has begun and runs from 2023-2024. In January, staff received a copy of this document and an electronic version was included in the Dropbox link. There are 42 OTA Legislative priorities in this publication, but she will follow any proposed legislation related to planning and zoning, such as Use of Household Sewage Systems (OTA exemptions), Zoning and Comprehensive Plans, money to assist townships in modernizing their zoning resolutions and land use plans, Noise Regulations, Cell tower placement, Registration of Rental Properties, and Zoning/General Welfare. Mr. Gorris commented how the second bullet point regarding money is where Planning Commission can help.

**4. Yearly Inventories:** Ms. Crombie said staff worked on various inventories required by the County Auditor's Office for the previous year. Due to the move to the new building our Asset Value Inventory, which is anything from \$25-\$5,000 increased due to the new furniture. The old furniture remained on the inventory list and stayed in the old building, but it will be auctioned off.

**5. Conservation Easements:** Ms. Crombie said there was one (1) conservation easement approved in January for the land owner, West Creek Conservancy, in Montville Township located on Clay Street, totaling 117.588 acres and the easement would be held by the Western Reserve Land Conservancy. Mr. McCaskey asked if West Creek Conservancy was really a conservancy and Mr. Oros said yes. Ms. Kobus clarified and said this easement is actually going to be held by The Nature Conservancy, not the Western Reserve Land Conservancy. Mr. Neola asked if this property was taxed and Ms. Crombie replied no as non-profit land owners are not taxed.

Ms. Crombie said at the January meeting, there was a question of whether the board can get involved early in the conservation easement process to discuss the pros and cons of an easement agreement with the property owners. It was mentioned this could be a brainstorming activity.

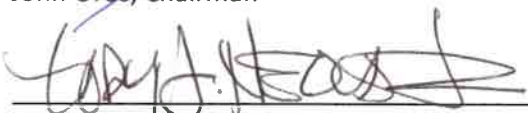
Mr. McCaskey left the meeting at 8:08 a.m.

A quorum was no longer met. Mr. Oros advised we need to table the remaining items to next month and adjourned the meeting at 8:09am.



---

John Oros, Chairman



---

Gary Neola, Secretary/Treasurer

**COUNTY PLANNING COMMISSION FINANCIAL REPORT**  
**Summary**

**Budget – February 13, 2023**



<u>Account</u>	<u>Appropriation</u>	<u>Expenditure</u>	<u>Balance</u>
Salaries	\$144,281.00	16,874.34	\$127,406.66
Supplies	\$2,500.00	\$0.00	\$2,500.00
Hosp.	\$25,604.00	2,192.42	\$23,411.58
Medicare	\$2,120.00	239.86	\$1,880.14
OPERS	\$20,220.00	1,574.94	\$18,645.06
Worker's Comp.	\$100.00	\$0.00	\$100.00
Other Expenses	\$2,300.00	\$0.00	2,300.00
Equipment	\$0.00	\$0.00	\$0.00
Contracted Services	\$0.00	\$0.00	\$0.00
Covid -19 Expenses	\$0.00	\$0.00	\$0.00
Copier Usage Services	\$1,000.00	\$0.00	\$1,000.00
Travel	\$3,500.00	\$0.00	\$3,500.00
Advertising	\$325.00	\$0.00	\$325.00
Training	\$700.00	\$0.00	\$700.00
Member, Dues, Lic. Sub	\$1,300.00	\$0.00	\$1,300.00
<b>Total</b>	<b>\$203,950.00</b>	<b>\$20,881.56</b>	<b>\$183,068.44</b>

SUMMARY RESOLUTION FOR EXPENSES  
GEAUGA COUNTY PLANNING COMMISSION

Mr. Neola. MOVED THE ADOPTION OF THE FOLLOWING RESOLUTION,  
WHICH MOTION WAS SECONDED BY Mr. Bergquist

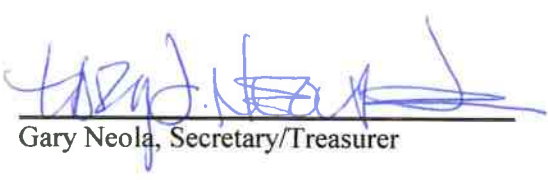
WHEREAS, THE EXPENSES LISTED HEREIN HAVE BEEN INCURRED BY THE GEAUGA COUNTY PLANNING COMMISSION IN ORDER FOR THE COMMISSION TO PERFORM ITS DUTIES; AND

WHEREAS, THESE EXPENSES HAVE BEEN REVIEWED BY THE MEMBERS OF THE COMMISSION AT ITS FEBRUARY 14, 2023 MEETING;

NOW THEREFORE, BE IT RESOLVED, THAT THE GEAUGA COUNTY PLANNING COMMISSION HEREBY AUTHORIZES PAYMENT OF THE FOLLOWING BILLS OR CLAIMS:

<u>P.O.</u>	<u>ACCOUNT</u>	<u>DATE</u>	<u>VENDOR</u>	<u>AMOUNT</u>
2790	TRAVEL	1/10	PAMELA IRIZARRY (MILEAGE REIMBURSEMENT)	22.88
2790	TRAVEL	1/10	LINDA CROMBIE (CCAO WINTER CONFERENCE/ MILEAGE REIMBURSEMENT & REGISTRATION FEE)	356.25
2790	TRAVEL	1/31	LINDA CROMBIE (CCAO WINTER CONFERENCE/ PARKING FEE REIMBURSEMENT)	12.00
3930	COPIER USAGE	1/10	DEX IMAGING (11/22 TO 12/21)	49.46
3930	COPIER USAGE	1/31	DEX IMAGING (12/22 TO 1/23)	17.13
1235	SUPPLIES	1/10	STAPLES	630.65
TOTAL				<u>\$ 1,088.37</u>

  
John Oros, Chairman

  
Gary Neola, Secretary/Treasurer