

Geauga County Planning Commission

12611 Ravenwood Dr. · Suite #380 · Chardon, OH 44024

Phone: (440) 279-1740 · Email: Planning@co.geauga.oh.us

<https://bocc.geauga.oh.gov/departments/planning-commission>

GEAUGA COUNTY PLANNING COMMISSION AGENDA

August 8, 2023 REGULAR MEETING

12611 Ravenwood Drive

Conference Room A334, 3rd Floor

7:30 A.M.

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF MINUTES:
 - A. JULY 11, 2023 REGULAR MEETING MINUTES
4. FINANCIAL REPORT AND APPROVAL OF EXPENSES
5. DIRECTOR'S REPORT:
6. OTHER BUSINESS: —None
7. MAJOR SUBDIVISIONS TO BE REVIEWED: - None
8. TOWNSHIP ZONING AMENDMENTS TO BE REVIEWED:
 - A. CHESTER TOWNSHIP
TEXT AMENDMENT Z 2023-1
INITIATED JULY 19, 2023
BY ZONING COMMISSION
9. CORRESPONDENCE: - None
10. OLD BUSINESS:
 - A. SUBDIVISION REGULATIONS UPDATE, ARTICLE 1 GENERAL PROVISIONS
11. NEW BUSINESS:
 - A. CENSUS DATA UPDATE
 - B. MODEL ZONING UPDATE, SMALL SOLAR FACILITIES
12. ADJOURNMENT

Per Article 4, Section 2 of the Bylaws of the Geauga County Planning Commission,
this agenda is subject to modification.



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AUGUST 8, 2023 MEETING MINUTES

1. Pledge of Allegiance

Chairman John Oros called the August 8, 2023, regular meeting of the Geauga County Planning Commission to order at 7:30 a.m. at 12611 Ravenwood Drive, Suite A334, Chardon, Ohio. A quorum was obtained. Roll call was called by Ms. Irizarry, and the following members were present:

2. Roll Call

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

Members absent: Commissioner Ralph Spidalieiri, Commissioner Lennon, and Walter Claypool.

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

Mr. Neola arrived at 7:33 a.m. Commissioner Dvorak arrived at 7:45 a.m.

3. Approval of Minutes for the July 11, 2023 Regular Meeting

Mr. McCaskey made a motion to approve the July 11, 2023 regular meeting minutes, and Mr. Bergansky seconded the motion, Ms. Cocca-Fulton abstained, and upon a call for the vote, the motion passes.

4. Financial Report and Approval of Expenses

Ms. Irizarry provided the financial report as of August 7, 2023 attached hereto and the expenses marked as Exhibit "A" totaling \$240.93. She also presented a chart of all the revenues Planning Commission has received for projects over the past seven (7) months.

Mr. Bergansky made a motion to approve the financial report and the summary of expenses, marked exhibit "A" totaling \$240.93. Mr. Gorris seconded the motion, and upon a call for the vote, the motion passes.

5. Director's Report

1. New Building Lots: Ms. Crombie said July has been busy and presented maps side by side; one showed the building lot information for July and the other showed the year-to-date building lot information. There were sixteen (16) new building lot proposals submitted in July, Middlefield (4), Montville (1), Auburn (1), Troy (3), Burton (5), Chester (1) and Parkman (1).

2. Claridon Township Land Use: Ms. Crombie said she and Ms. Kobus attended the Claridon Township Land Use Committee meeting on July 26 to review where they are on their land use plan update. Ms. Crombie prepared a PowerPoint presentation, which showed the introduction and background process of township zoning authority, the difference between zoning and land use, census data changes in the township, why a land use plan is important, and they reviewed the existing Land Use Plan. Their next

meeting is scheduled next week, and they will be working on a SWOT (Strength, Weaknesses, Opportunities, and Threats) and start talking about the actual Land Use Plan. She said she will use this information as a template for other townships requesting assistance with their Land Use Plan.

3. Recovery from Disaster Training: Ms. Crombie said Ms. Kobus attended a four-day training session for Recovery from Disaster, which focused on the local community's role in a disaster. Ms. Kobus said members of Lake County, Cleveland Public Health, and Geauga County's EMA Director, Tom Vencel attended. The session focused on pre and post disaster training plans. Currently, Geauga County does not have a post disaster training plan but has a mitigation plan. Ms. Kobus said Planning Commission plays a small role in a post disaster plan. Mr. Neola asked if the training presented a template to follow in a disaster situation, and Ms. Kobus said yes, they reviewed plans of what other counties do and what should we do. Mr. Neola commented that Geauga County should have a disaster plan put together.

4. Subdivision Regulation: Ms. Crombie said edits have been made to Article II (Definitions) and Article III (Procedure for Subdivision Review). She will present the board with a draft at a future meeting.

5. Interoffice Assistance: Ms. Crombie said staff was contacted by Geauga Public Health and Geauga County Township Association for assistance. Ms. Kobus prepared an internal map for Geauga Public Health showing how parcels are impacted by contamination from a salt storage facility in Parkman Township and she also created a map for Geauga County Township Association showing the townships, roads, parks, and other features to be used at the County Fair. Ms. Kobus also assisted the Geauga County Water Resources Department with a GIS question.

6. Conservation Easements: Ms. Crombie said there was one (1) conservation easement in July for Burton Township on Ravenna Road and is 33.4709 acres on the northeast corner of Veteran's Legacy Wood owned by the Geauga Park District. The easement is an association with the Ohio EPA for cold water stream restoration. Mr. Oros said Ohio EPA likes to work with Geauga County Park District to create habitat that allows another agency to receive grants for other agencies. Mr. McCaskey asked if this property was land locked and Mr. Gorris said no.

7. Construction Activity, Non-Residential, July 2023: Ms. Crombie said there were three (3) new principal buildings in July, which included Pop Shelf (arts and craft store) in the City of Chardon, Dollar General in Newbury, and Trinity Vet Hospital in Montville. There were no new building additions, and commercial alterations were minor.

8. Work Summary, July 2023:

a. Planning/Zoning/Subdivision Administration: Ms. Crombie said the total lot splits/consolidations, easements, and formal amendment reviews for July were 70 as compared to last month which was 20; it was a busy month.

b. Comprehensive Planning Efforts: Ms. Crombie mentioned staff referred the General Plan three (3) times in July regarding groundwater, land use in Claridon, and referred the Claridon Township Land Use committee to the plan also.

c. Continuing Education:

i. 2023 ESRI User Conference: Ms. Crombie said this conference was offered free of charge through the County's ArcOnline license. Staff time was limited due to other commitments and regular office duties. Sessions have been recorded and will be viewed later, if possible.

ii. County GIS User Group: Ms. Crombie said on July 27 the Geauga County Auditor’s Office offered a presentation on the tools available in nearmap, the online imagery website, for user groups. Some of the tools presented are split view and mirror view. If any townships want any to see this presentation contact the Auditor’s office.

Ms. Crombie said at last month's meeting, she let the board know that NOACA would be holding public meetings regarding their Climate Change Plan. The meetings are now posted on their website.

8. Township Zoning Amendments to be Reviewed:

- A. Chester Township
Text Amendment Z 2023-01
Initiated July 19, 2023
By Zoning Commission

Ms. Crombie said Chester Township submitted a text amendment that impacts Article 12, Administration, which is related to supplementary conditions on variances. The existing text is being modified to follow the Model Zoning Resolution’s conditions on variances.

Motion made by Ms. Cocca-Fulton to approve the Chester Township text amendment Z 2023-01 and seconded by Mr. Bergansky, and upon a call for the vote, the motion passes.

10. Old Business:

A. Subdivision Regulations Update, Article 1 General Provisions:

Ms. Crombie said the most recent draft of the Thoroughfare Plan is being worked on by Ms. Kobus. She has added the buggy lanes and 4 feet wide shoulders as requested at last month’s meeting. Staff has proposed to break the Thoroughfare Plan down into two (2) maps and once all the modifications are made, a printed copy will be presented to the board for review. Ms. Crombie said they are waiting for a GIS shapefile to illustrate Maple Highland Trail and will continue to map various roads. Ms. Kobus is waiting for three (3) townships to get back with her so she can map their roads departments. She also suggested the potential to add Buckeye Trail as it is a major trail that mostly follows the road network. Ms. Crombie asked the board if there was any interest in adding Buckeye Trail, and the board said yes. Ms. Crombie presented to the board the latest two (2) maps to better visualize all details and explained the road classifications were pulled from ODOT.

11. New Business:

A. Census Date Update:

Ms. Crombie said the 2020 Census data on age, sex, and housing was released at the end of May 2023. She and Ms. Kobus prepared several maps and tables to highlight some of the information. The top three (3) townships with the highest median age are Russell, Bainbridge, and Newbury. The top three (3) townships with the lowest median Age are Parkman, Middlefield, and Huntsburg. Ms. Crombie said Geauga County’s median age is 45.8 years, which is up from 43.3 years in 2010. She also presented maps showing the percent change in population 60 and over from 2010-2020 and percent change in population 60 and over from 2020 in Geauga County. She noted 60 and over was selected as preparation of this data coincided with the Dept. on Aging’s request for data. The townships of Bainbridge and Russell showed the highest number of 60 and over residents, while Parkman, Huntsburg, and Middlefield showed the least number of residents 60 and over. Ms. Crombie said these maps and

tables are a lot to look at, but it is good reference in general and can help should a township need census data to apply for grants. Next month staff will present the housing data.

B. Model Zoning Update, Small Solar Facilities:

Ms. Crombie said HB 501 passed in 2022 and now is effective, it grants townships the authority to regulate small solar facilities, which are those less than fifty (50) megawatts. She and Ms. Cocca-Fulton have been working on draft versions of Article II (Definitions) and Article VIII (Alternative Energy) of the Model Zoning Resolution. The draft version, which includes language from the Ohio Township Association, (OTA) has not been presented to the Prosecutor's Office yet. Ms. Crombie proposed moving all the definitions related to alternative energy sources in Article VIII (Alternative Energy) to Article II (Definitions), so all definitions are in one location.

She also suggested regulating small solar facilities separately as an accessory use or conditional use depending on whether it is for onsite consumption or for use off-site. If a resident or business wants to install panels on their roof, that should be their right without having to apply for a conditional use. Free-standing panels, however, could be a conditional use as they occupy more land area. Principle production solar facilities, to be discussed later, would be a conditional use. Ms. Cocca-Fulton said large solar arrays are not for a short-term use, they are for (twenty) 20 to (forty) 40 years, so it is not a quick investment.

Ms. Crombie presented the draft version of Article VIII; much of the language struck through was moved from Article VIII to Article II and any language in "red" is new language. She highlighted language in "blue" for board review.

Section 800.01 Accessory Solar Facility:

Ms. Crombie added language "accessory solar facility" as a permitted accessory use; this applies to power generated for onsite consumption and is not generated for off-site use or profit.

Letter "A" Integrated and roof mounted solar panels and solar panels arrays:

Item #3, Ms. Crombie added "flat roof" to Roof height projection and Mr. Neola said "parapet wall" should be used instead of "top of facade wall". Ms. Crombie feels that this item needs work so it is easily understood and enforced as there are many factors that affect one's ability to see solar panels on a flat roof. The language will be revised.

Item #8 Decommissioning: language was added to clarify discontinuance. Ms. Cocca-Fulton said this is the biggest issue for her especially with the larger facilities; will the work to take the solar panels out be a lot more work than to install, and will it be safe. Ms. Crombie commented at the June Planning/Zoning Conference there was discussion that property owners should have language in the lease about the cost of the bond to decommission being reviewed every five (5) years as the cost to remove the facility will go up. Mr. Bergansky asked if bonding was like any insurance company, if you stop paying, will the landowner be responsible for the bill. It was clarified the bond is in place to make sure the landowner is not responsible for removing the system when it is leased to a solar company. Ms. Crombie said eventually she would like to do an Info Sheet on Alternative Energy as much has changed in the last couple of years.

Mr. Oros asked what is the timeline on getting a draft of Model Zoning resolution update done. Ms. Crombie said she hopes to have a final draft in two (2) months, with the help of Ms. Cocoa-Fulton, Mr. Neola, and Prosecutor's Office.

Letter "B" Freestanding solar panels and solar panel arrays:

Item #4, Height: Ms. Crombie recommends removing the struck through language be reviewed further as "size" of a building can either be total square feet or footprint.

Item #6, Noise: Ms. Crombie noted at a recent Ohio Township Association general webinar, noise was discussed and changing regulating noise by decibel level to "clearly audible from a neighboring property at a distance of 100 feet from the property line" is a possibility. Zoning Inspectors may not have a quality decibel meter and may not know how to properly use it or calibrate it. Mr. Neola commented how solar noise comes from mechanical equipment and he feels there would not be a lot of it. Ms. Crombie noted that a consultant could be retained to take the measurements, as that is the manner in which the language is written related to wind energy later in the Model.

Item #9, Buffer: Ms. Crombie said language added assumes solar panel arrays would be installed on private property, but they could, in theory, be installed within larger road interchanges.

Item #14, Additional conditions: briefly discussed if permitted as a conditional use.

Section 800.2 Principal Production Solar Facility:

Ms. Crombie said this section refers to power generated for use off-site; conditions need to be drafted and inserted here.

Section 800.3 Certificate of Zoning Compliance:

Ms. Crombie said language was added regarding the requirement of a zoning certificate. Other requirements such as an engineering report, site plan, maintenance schedule, and other information requested by the zoning inspector are also included.

Section 801.0 Wind Energy Conversion Systems:


Ms. Crombie said all the definitions here were moved to Article II to keep all the definitions in one place.

Ms. Crombie said she will continue to work on this and bring it back to the board.


12. Adjournment:

Motion made by Mr. Bergansky to adjourn meeting, and seconded by Commissioner Dvorak, and upon a call for the vote, the motion passes.

Meeting adjourned 8:44 a.m.



John Oros, Chairman



Gary Neola, Secretary/Treasurer

COUNTY PLANNING COMMISSION FINANCIAL REPORT
Summary

Budget – August 7, 2023



<u>Account</u>	<u>Appropriation</u>	<u>Expenditure</u>	<u>Balance</u>
Salaries	\$151,581.00	\$85,636.10	\$65,944.90
Supplies	\$2,500.00	352.39	\$2,147.61
Hosp.	\$25,604.00	15,346.94	\$10,257.06
Medicare	\$2,320.00	\$1,219.30	\$1,100.70
OPERS	\$21,320.00	\$11,944.83	\$9,375.17
Worker's Comp.	\$100.00	\$0.00	\$100.00
Other Expenses	\$2,300.00	\$840.32	1,459.68
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	\$156.73	\$843.27
Travel	\$3,500.00	\$844.00	\$2,656.00
Advertising	\$325.00	\$0.00	\$325.00
Training	\$700.00	\$110.00	\$590.00
Member, Dues, Lic. Sub	\$1,300.00	\$790.00	\$510.00
Total	\$212,550.00	\$117,240.61	\$95,309.39

SUMMARY RESOLUTION FOR EXPENSES
GEAUGA COUNTY PLANNING COMMISSION

Mr. Bergastiy MOVED THE ADOPTION OF THE FOLLOWING RESOLUTION,
WHICH MOTION WAS SECONDED BY Mr. Garris.

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 AUGUST 8, 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>
1055	TRAVEL	7/18	LINDA CROMBIE (MILEAGE REIMBURSEMENT/ZONING WORKSHOP)	37.86
1055	TRAVEL	7/18	ALLYSON KOBUS (MILEAGE REIMBURSEMENT/ZONING WORKSHOP)	37.86
1055	TRAVEL	7/18	PAMELA IRIZARRY (MILEAGE REIMBURSEMENT)	15.98
1051	SUPPLIES	7/18	STAPLES	60.25
2231	OTHER	7/18	LINDA CROMBIE (EMPLOYEE APPRECIATION LUNCH 7/6/23)	40.32
1058	TRAINING	7/18	LINDA CROMBIE (WEBINAR – SIGN REGULATIONS)	20.00
1050	COPIER USAGE	8/1	DEX IMAGING (6/22/23 to 7/21/23)	28.66
TOTAL				\$ 240.93



John Oros, Chairman



Gary Neola, Secretary/Treasurer

<u>Planning Commission Revenues from Fees for January to July 2023</u>	<u>Year to Date Balance:</u>
January	\$450.00
February	\$4,110.00
March	\$900.00
April	\$950.00
May	\$750.00
June	\$450.00
July	\$2,000.00
	Total: \$9,610.00