

Geauga County Planning Commission

12611 Ravenwood Dr. • Suite #380 • Chardon, OH 44024
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<https://bocc.geauga.oh.gov/departments/planning-commission>

GEAUGA COUNTY PLANNING COMMISSION AGENDA

October 12, 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. SEPTEMBER 12, 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:
 - A. CANYON LAKES COLONY SUBDIVISION NO. 15
BAINBRIDGE TOWNSHIP
FINAL PLAT
 - B. RE-PLAT OF THE JANSON SUBDIVISION
SUBLOTS 1 AND 2
AUBURN TOWNSHIP
FINAL PLAT
8. TOWNSHIP ZONING AMENDMENTS TO BE REVIEWED:
 - A. TROY TOWNSHIP
TEXT AMENDMENT ZC 2023-1
INITIATED SEPTEMBER 27, 2023
BY ZONING COMMISSION
9. CORRESPONDENCE:
 - A. THOMPSON TOWNSHIP LAND USE PLAN ASSISTANCE REQUEST
 - B. NOACA/CEDS
10. OLD BUSINESS: NONE
11. NEW BUSINESS:
 - A. GENERAL PLAN ANNUAL REVIEW
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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OCTOBER 12, 2023 MEETING MINUTES

1. Pledge of Allegiance

Chairman John Oros called the October 12, 2023, regular meeting of the Geauga County Planning Commission to order at 7:33 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, Walter Claypool, Caterina Cocca-Fulton, Dennis Bergansky and John Oros.

Members absent: Commissioner Ralph Spidalieiri, Commissioner Lennon, and Jim McCaskey.

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

Ms. Cocca-Fulton arrived at 7:34 a.m. Mr. Bergansky arrived at 7:40 a.m.

Steve Metcalf, Surveyor, Neff Associates present. Grace Gallucci, Executive Director and CEO, NOACA present and others interested in the discussion.

Mr. Oros said he was made aware immediately before the meeting that Ms. Grace Gallucci from NOACA will be present to speak about the CEDS.

3. Approval of Minutes for the September 12, 2023 Regular Meeting

Mr. Neola made a motion to approve the September 12, 2023 regular meeting minutes, and Mr. Claypool seconded the motion, and upon a call for the vote, the motion passes. Mr. Neola noted that last month's meeting minutes had the word "filed" written regarding a CEDS letter submitted to BOCC, when it should have been "discarded". Ms. Irizarry let the board know the correction will be made.

4. Financial Report and Approval of Expenses

Ms. Irizarry provided the financial report as of October 10, 2023 attached hereto and the expenses marked as Exhibit "A" totaling \$166.38. She also presented a chart of all the revenues Planning Commission has received for projects during the month of September.

Commissioner Dvorak made a motion to approve the financial report and the summary of expenses, marked exhibit "A" totaling \$166.38. Ms. Cocca-Fulton seconded the motion, and upon a call for the vote, the motion passes.

5. Director's Report

1. New Building Lots: Ms. Crombie said September had four (4) building lot proposals submitted. There was one (1) in Claridon, one (1) in Montville (1), one (1) in Hambden, and one (1) in Parkman.

2. Claridon Township Land Use: Ms. Crombie said she and Mr. Kobus attended the Claridon Township Land Use Committee meeting on September 20 and the Committee reviewed the draft survey and land use categories. She said the Committee wants to send the survey to all the households and is still working on it. She presented to the board the total number of hours staff has been assisting Claridon Township with their Land Use Plan, which is like August and September. Mr. Neola asked when does the assistance to Claridon Township end? Ms. Crombie said April or May.

Ms. Crombie said the survey the Committee creates will be online and Ms. Kobus created the survey using Survey 123, which is a free survey service included in the County's ArcGIS. She briefly presented the survey to the board to review. Survey 123 can also perform data analysis and create charts and graphs from the responses. Ms. Cocca-Fulton asked do we know who is filling out the responses; her concern was a bunch of surveys could be filled out by the same person. Ms. Kobus said a code can be assigned to each cover letter, if the Committee wished to do so, and if multiple surveys come back with the same code, the township will know more than one person in the household filled it out. Mr. Gorris suggested putting a note somewhere telling the approximate time it takes to complete the survey.

Ms. Crombie said Ms. Kobus created at HUB for Clairdon Township which has a description of the Land Use Plan and a link to participate in the survey. Mr. Neola asked if there was still the option of filling out the survey in paper form, considering some residents might not have the capability to do this online. Ms. Crombie said yes. Mr. Gorris asked if the paper copy has the option to click, print, and submit. Ms. Kobus said she was not sure, but she will investigate.

3. Commercial Construction Activity, September 2023 and 3rd Quarter Commercial Construction and New Housing Starts: Ms. Crombie said there was one (1) building addition in Middlefield Township for Southside Discount Groceries located on Newbury Road. From the months of July-September 2023, the maps were presented for commercial construction and for new dwellings. Commissioner Dvorak asked if Newbury Tire and O'Reilly Equipment were on the construction report. Ms. Crombie said if it is not shown here, it would have been on a previous report from the Building Department.

4. Safety Team: Ms. Crombie said the Geauga County Safety Team involves various departments and they meet every couple of months to discuss safety issues and training resources available for their employees.

5. Interoffice Assistance: Ms. Crombie said staff referred the Rural Industrial Park Loan Program to the County's Economic Development Department. Ms. Kobus also created a dashboard for Geauga Public Health related to the water well testing in Parkman concerning the ODOT salt storage facility. Ms. Kobus said this was easier than creating PDF's and emailing them back and forth.

6. GIS User Group Meeting: Ms. Crombie said this meeting was for anyone in the county who uses GIS. Steve Roessner from County Engineer's Office presented the "Tax Map Research Hub", which was created to assist anyone with property search. The Hub contains information on historic tax maps, historic surveys, surveys from 1996 to present and roads. The Geauga County Auditor Office has the link on their website. Ms. Crombie said she and Ms. Kobus use it and the intent was to help surveyors, but anyone can easily access it. Ms. Kobus commented how this Hub has reduced the number of calls regarding assistance finding this information.

7. Website Updates: Ms. Crombie said after last month's meeting, she contacted ADP and asked to add Planning Commission under the Government tab on the County's main website. She opened the site for board members to view.

8. GIS Day Lakeland Community College: Ms. Crombie said Lakeland Community College will be holding their GIS Day on Wednesday, November 15. Last year Planning Commission attended and had a table for presentation. This year they have not indicated if they will offer tables to vendors. Either she or Ms. Kobus will attend.

9. Work Summary, September 2023:

a. Planning/Zoning/Subdivision Administration: Ms. Crombie said the total lot splits/consolidations, easements, and formal amendment reviews for September was 19 as compared to last month which was 20.

b. Comprehensive Planning Efforts:

And attended the Claridon Township Land Use Plan Committee Meeting, September 20, 2023.

c. Continuing Education:

Ms. Crombie said she viewed an online training course, "The Ohio Ethics Law 2023", with other county directors. Ms. Crombie said Ms. Irizarry also attended an email training related to email organization.

Ms. Crombie said she wanted to let the board know about the Issue 2 Recreational Marijuana November 7, 2023 ballot issue. The proposed law limits six (6) plants per adult 21 years and older with a maximum of 12 plants if more than one adult 21 years and older reside in the same residence. If this passes, it will be disjointed because townships in Geauga County have prohibited medical marijuana and we will have to wait and see what the townships may consider doing regarding medical marijuana.

7. Major Subdivisions to be Reviewed:

- A. Canyon Lakes Colony Subdivision No. 15
Bainbridge Township
Final Plat

Ms. Crombie said this is a plat of 61 acres in Bainbridge Township applied by Steven Metcalf, of Neff and Associates on behalf Canyon Lakes Colony Company for approval of Canyon Lakes Subdivision No. 15. This should be the last phase and will create thirty-seven (37) new sublots along a new road known as Crescent Ridge. The sublots average in size from 0.68 acres to 1.76 acres, with 1 acre being the average lot size. Ms. Crombie presented the map showing the previous phases of 14A, B, and C. For No. 15, the new road will be off of Chagrin Road and the lots will be smaller and progressively larger along the roadway. Various open space blocks, O, P, Q, R, and S are proposed, and Block "R" has several previously recorded conservation easements. There is also a 5-foot storm sewer easement, storm water infiltration berm easement, restricted conservation areas, and 12 feet wide utility easements on both sides of the right of way. Ms. Crombie informed the board that Canyon Lakes Colony Subdivision No. 15 is subject to a Consent Judgment Entry from 1999, which dictated details of development in terms of zoning and Subdivision Regulations. This explains why the road is already built, as per the current regulation's construction can only begin after the final plat is approved.

Mr. Oros asked who holds the conservation easements and Ms. Crombie said she would have to look it up, but it was a conservancy we do not see as often. Ms. Crombie said Mr. Metcalf was present if anyone had any questions.

Mr. Miller asked if 0.68 acres is the smallest lot size. Mr. Metcalf said that is the smaller lot size in Phase 15, but other phases have smaller, cluster type lots. Mr. Claypool asked if this will be sewer and water, and Mr. Metcalf said yes. Mr. Gorris mentioned when the development was first proposed, it was going to be connected to Canyon Lakes Road, but had to be redesigned to allow for fire and EMS emergency services.

Motion made by Commissioner Dvorak to approve the final plat of Canyon Lakes Subdivision No. 15 seconded by Mr. Claypool, and upon a call for the vote, the motion passes.

Major Subdivisions to be Reviewed:

- B. Replat of The Janson Subdivision
Sublots 1 and 2
Auburn Township
Final Plat

Ms. Crombie said Country Squire Holdings applied to modify a parcel under their ownership as well as Sublots 1 and 2 located in The Janson Subdivision, owned by Riley Davis. Thirty (30) acres is proposed to be split and consolidated with Sublots 1 and 2 to create Sublot 1-R.

Motion made by Commissioner Dvorak to approve the Replat of The Janson Subdivision, Sublots 1 and 2 seconded by Mr. Bergansky, and upon a call for the vote, the motion passes.

8. Township Zoning Amendments to be Reviewed:

- A. Troy Township
Text Amendment ZC 2023-1
Initiated September 27, 2023
By Zoning Commission

Ms. Crombie said Troy Township Zoning Commission submitted zoning amendment ZC 2023-1 impacting Article V Conditional Uses. Ms. Crombie pointed out that the language was taken from the Model Zoning Resolution.

Section 505.0 Revocation of a Conditional Zoning Certificate and Section 505.1 Procedure for Revocation of Conditional Zoning Certificate:

Ms. Crombie said language in Section 505 and 505.1 refers to " zoning inspector", which is per the Model Zoning resolution, but warrants further review by the Commission and Prosecutor's Office. A BZA's (Board of Zoning Appeals) power includes issuing a conditional zoning certificate. The power to revoke a conditional zoning certificate rests with the BZA, but only with the extraction of minerals. Any other revocations would be through an injunction or non-renewal of the zoning certificate. The recommendation is for the Township to confer with their APA.

In reading through the proposed amendment, Mr. Claypool asked who defines if something is issued in error and what is the liability for the Trustees? This is risky and he recommended denial.

Ms. Cocca-Fulton said removing the list of what is required on the application form is not helpful for the residents but does agree that if there is a violation of the conditional permit, it should be done through

an injunction, which is a court process. If a Zoning Inspector (ZI) can revoke, it is not the best process as that person is legislative and judicial. There is a lot of power in the inspector's hands, but things don't always work well. Commissioner Dvorak said if it is denied, suggestions should be made. Mr. Claypool said this section is giving too much power to the ZI. Mr. Bergansky agreed to deny with explanation of why it is denied; if they want to take out what is required on the application, then change the application process. Commissioner Dvorak said the township can reach out to Ms. Crombie with questions. Ms. Crombie said the letter of denial in the past has been simple, as it only states denied, per the Prosecutor's Office direction. With another township amendment, a general summary of why Planning Commission recommended denial was emailed to the township and it was inferred to be Planning Commission's actual action, which was not the case.

Ms. Cocca-Fulton said the township should know why they are being denied. Mr. Claypool feels this should be denied and use due process of application as reason. Ms. Cocca-Fulton said in summary in terms of the application information requested, 500.1, it is a broad power that could lead to inconsistent applications and violate owners' rights. Having an application part of the zoning would help or have the last approved application identified by date included. Under 505.0 Revocation, this violates due process of owner and allows issuing party to be judicial body in that situation.

Motion made by Mr. Gorris to deny the Troy Township Text Amendment ZC 2023-1 based on the reasons discussed and seconded by Commissioner Dvorak, and upon a call for the vote, the motion passes.

9. Correspondence:

A. Thomspson Township Land Use Plan Assistance Request: Ms. Crombie said she feels staff has enough time to assist with this project. Her goal is to keep this low to medium involvement, so staff can also work on other projects. She will contact the township and she can provide a sample draft timeline, checklist, and task/responsibilities as a reference while she still updates the "Guide to Updating a Township Land Use Plan. Mr. Oros said he likes the idea of keeping the assistance available to low to medium.

B. NOACA/CEDS:

Ms. Crombie said at the last meeting, the Commission talked about a letter that was submitted to the County Commissioners at the end of last year, requesting Geauga County leave the CEDS program. She recapped by explaining the CEDS, Comprehensive Economic Development Strategy, is a prerequisite to be designated as an EDD, Economic Development District by the federal government. Mr. Claypool prepared another letter to request again to leave the CEDS based on recent action by the NOACA board to create an Economic Development Subcommittee regarding the creation of EDD. Mr. Oros asked Mr. Claypool if he could give a brief overview.

Mr. Claypool said the County has its own unique culture and needs and without NOACA Geauga County would never go to the Federal Government. He encouraged everyone to view the videos of Lorain and Medina County NOACA meetings as everything discussed is Cleveland/Cuyahoga County based. Mr. Claypool said his biggest issue with the EDD is that it is this monumental body that would pick favorite projects. He said the intent of the proposed letter is Geauga County does not want outside influence over what is best for our community. For example, there is no understanding of Amish Community and even small communities like Chardon.

Mr. Claypool mentioned the proposed Climate Action Plan and how the Medina County Commissioners gave good reason for not being part of this as it is NOACA's distorted reality. Mr. Claypool said the forums are steered and that it is a disingenuous process and misrepresents what people are saying. The proposed letter details all the reasons we don't want to be part of CEDS or the Climate Action Plan.

Mr. Miller asked how many people are on the NOACA board, and how many are from Geauga County. Ms. Gallucci said 48 people total with three (3) from Geauga County. She explained each county has a minimum of 3 representatives; and the number of people on the board is based on the population of each county and that the Federal Government makes the rules about representation. Mr. Bergansky commented that population overrides everything as lower populated areas do not receive as much governmental representation. Mr. Claypool commented how the NOACA board is represented by 51% Cleveland and Cuyahoga County so even if the five counties want to override something, they can't. He said NOACA is not statutorily required to do much of what they do. Ms. Gallucci advised she represents all five counties and not just Cuyahoga.

Ms. Gallucci presented a brief overview of what NOACA/CEDS is, and how it can benefit Geauga County. She mentioned the SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis and strategy development. Ms. Gallucci said the CEDS involved many agencies and Ms. Crombie participated in the previous committee. If businesses want access to federal funding, there must be a plan in place and mentioned various sections of the plan that touch on issues important to the counties. She pointed out, as an example, that broadband access is more of a concern and issue for Geauga than it is Cuyahoga.

Mr. Claypool said NOACA was to administer roads and bridges only and Mr. Oros mentioned it has morphed into hike and bike trails as well. Ms. Gallucci said NOACA is not limited to roads and bridges and that transportation per the federal government includes hiking and biking. MPO's support federal initiatives and if the federal government deems something as a regional activity, it puts that responsibility onto the MPO.

Ms. Gallucci said every community above 50,000 people are part of an organization like NOACA. With the EDD, cities, and counties must apply for themselves for funding and the funding does not go through NOACA. She commented how the five counties in NOACA have been at a disadvantage to other areas such as the cities of Columbus, Akron, and Canton and said the northeast region needs to stay competitive. Ms. Gallucci commented how NOACA is trying to support and help communities, but if you don't want the use of CEDS, don't use it.

Mr. Miller said the Amish community prefers to have no dealing with NOACA and want to be separate from the federal government. He said we are self-sustaining and feels he can speak for 99% of the Amish community.

Ms. Cocca-Fulton said new funding opportunities is potentially something Geauga County is interested in but when you are the minority voice, you cannot drive how the plans are put in place and are taken for a ride. When planning is done regionally for communities, they may not want to be planned for and be more autonomous.

Ms. Gallucci said she can appreciate the Amish community not wanting federal funding but mentioned that NOACA helped secure funding for the Amish buggy lanes. Commission members disagreed that it was a NOACA-led project and that it could have happened with ODOT's assistance.

Mr. Bergansky said he believes the counties should have the same number of representatives and it not be based on population. He gave the example of the few rural states that feed the rest of the country

but have less representation. He said the amount of money Geauga County has put in is disproportionate, but Ms. Gallucci said that is not accurate. Ms. Gallucci said the CEDS can help the businesses and communities, not harm them, and pointed out that NOACA's Executive Committee sets the agenda, and each community has equal say to Cleveland and Cuyahoga County.

Mr. Dvorak left the meeting at 9:28am.

Mr. Oros said that the Board can provide comments to the Board of County Commissioners, but we do not know where the Commissioners stand on this matter, which is disappointing. This is not our formulative role. Ms. Gallucci said the EDD is not an imposition and you can choose or not choose to participate. She said she feels there is much misinformation out there which does not help relationships.

Mr. Gorris left the meeting at 9:36am.


Ms. Cocca-Fulton said she appreciates Ms. Gallucci's comments, but the Board has provided her with ample time to speak despite her not specifically being on the agenda. Mr. Claypool said NOACA will have an economic development influence and feels the Commission should act today. Mr. Oros said he recommends asking the BOCC to address the letter from board members. Ms. Cocca-Fulton commented that there was a typo in the second paragraph that needs corrected first.

Motion made by Ms. Cocca-Fulton to send the letter with the attachments to the Board of County Commissioners requesting not to participate in the NOACA led CEDS/EDD and Climate Action Plan effort. The motion was seconded by Mr. Claypool, and upon a call for the vote, the motion passes.


Mr. Oros asked for item list under 11. "New Business" to be tabled to next month's meeting.

12. Adjournment:

Motion made by Mr. Neola to adjourn meeting, and seconded by Mr. Bergansky, and upon a call for the vote, the motion passes. Meeting adjourned 9:45 a.m.



John Oros, Chairman



Gary Neola, Secretary/Treasurer

COUNTY PLANNING COMMISSION FINANCIAL REPORT
Summary

Budget – October 10, 2023



<u>Account</u>	<u>Appropriation</u>	<u>Expenditure</u>	<u>Balance</u>
Salaries	\$151,581.00	\$116,185.45	\$35,395.55
Supplies	\$2,500.00	\$394.33	\$2,105.67
Hosp.	\$25,604.00	\$19,731.78	\$5,872.22
Medicare	\$2,320.00	\$1,567.25	\$752.75
OPERS	\$21,320.00	\$15,274.79	\$6,045.21
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	\$225.71	\$774.29
Travel	\$3,500.00	\$1,032.82	\$2,467.18
Advertising	\$325.00	\$0.00	\$325.00
Training	\$700.00	\$160.00	\$540.00
Member, Dues, Lic. Sub	\$1,300.00	\$790.00	\$510.00
Total	\$212,550.00	\$156,202.45	\$56,347.55

**SUMMARY RESOLUTION FOR EXPENSES
GEAUGA COUNTY PLANNING COMMISSION**

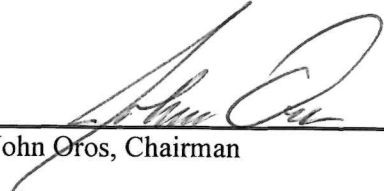
Commissioner Oros K. MOVED THE ADOPTION OF THE FOLLOWING RESOLUTION,
WHICH MOTION WAS SECONDED BY Ms. Corca-Fulton

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 OCTOBER 12, 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	9/12	PAMELA IRIZARRY (MILEAGE REIMBURSEMENT)	7.99
1055	TRAVEL	9/26	GEAUGA COUNTY TOWNSHIP ASSOCIATION (QUARTERLY DINNER)	70.00
1058	TRAINING	9/26	OHIO TOWNSHIP ASSOCIATION (JEDDS: NEW TRENDS, PITTFALLS, AND USE OF COLLATERAL AGREEMENTS – WEBINAR – OCTOBER 12, 2023)	50.00
1050	COPIER USAGE	10/3	DEX IMAGING (8/22/23 TO 9/21/23)	38.39
TOTAL				\$ 166.38


John Oros, Chairman


Gary Neola, Secretary/Treasurer

<u>Planning Commission Revenues from Fees for January to September 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
August	\$1,360.00
September	\$10,700.00
	Yearly Total: \$21,670.00