

Annual Report | 2020

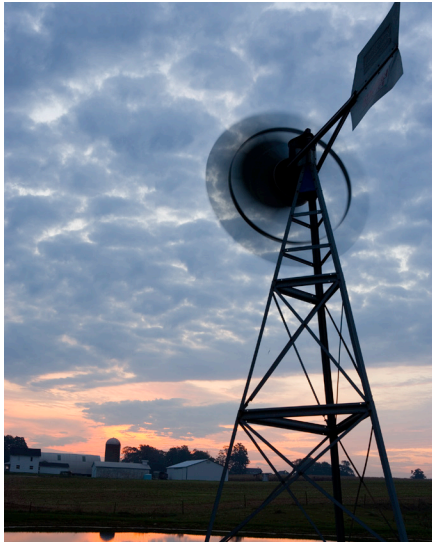
PORTAGE COUNTY
REGIONAL PLANNING COMMISSION



Trillium photo courtesy of ODNR

Mission Statement

Our mission is to improve the quality of life in Portage County by helping communities turn vision into action in order to equitably achieve sustainable communities in harmony with the natural environment



PCRPC Staff

Todd Peetz
Director

Evelyn Beeman
Office Manager

Lisa Reeves
CDBG Specialist

Gail Gifford
*Community Planner /
GIS Specialist*

Kailey McMullen
Grant Writer

Susanna Lebas
GIS Specialist

Abigail Housley
Intern

Message from the Director

The Portage County Regional Planning Commission (RPC) had an unusual year in 2020; as did most everyone else. The COVID-19 pandemic encouraged us to work both in the office and from home. Our public meetings like most everyone else were done via Zoom or Microsoft Team meetings. We were coming off a solid 2019 and full of high hopes to push forward our Parks and Recreation, Chamber of Commerce and Historic Structures and Places story maps. The pandemic added a great deal of uncertainty with how the world would adjust and operate. We decided to hold off on collecting from local businesses related to the Chambers and private recreation businesses since many were greatly affected by the outbreak.

In the midst of all this we added a shared grant writer and we also had help from an intern and part-time staff to keep the office functions rolling.

We were able to receive additional grant funding for a variety of projects which helped our funding improve from past years. Funding is always challenging, but we are working to find more consistent funding sources that we can rely on year to year. The RPC continues to make strides in community collaboration and guiding member communities to meet their needs. We continue to provide zoning and mapping needs for our members, process countywide subdivision reviews, administer CDBG grants on the behalf of the County Commissioners, and write multiple grants for our member communities. Other activities included fair housing calls, attending member zoning commission meetings (zoom or in person) per their request, and assisting with mapping data

as requested. We also sit on several boards representing Portage County in a local and regional setting.

Some exciting projects that occurred in 2020:

RPC worked on the Brimfield Comprehensive Plan: The Brimfield Comprehensive Plan was an update to their 1988 plan which had a minor update in 2004. This plan included surveys from approximately 500 participants, a hands-on department meeting with the Brimfield Trustees and department heads.

RPC is updating the Subdivision Regulations which will be completed in 2021. The Subdivision Regulations have not had a major amendment in more than three decades and those agencies that implement the subdivision regulations, including the Great Akron Homebuilders Association and others have provided valuable insight into the process.

Several projects that were ready to roll like the Chamber of Commerce story maps, and Local Historical Structures story maps were placed on hold while both communities and businesses dealt with the COVID-19 health crisis.

Looking ahead to 2021, we seek to restart and build on the accomplishments of the last couple years. We are looking forward to working on the County's first Comprehensive Plan and County Vision Plan. We are actively seeking grant funding opportunities on behalf of our communities and for projects that will benefit our residents. We will be taking a long-view of how the RPC staff can best serve our member communities. We are re-evaluating staff strengths and weaknesses and charting a path that propels our agency and communities forward. I would like to thank all of our community members for their support and for their desire to make their communities and Portage County a greater place for us all to enjoy.

Sincerely,

Todd Peetz, Director
Portage County Regional Planning Commission

Zoning

RPC reviewed and provided recommendations to townships on zoning resolution text amendments and zoning district amendments. The following are the zoning amendments in which RPC assisted:

Text Amendments

Atwater Township

- Farm Animals and Livestock - Backyard Chickens

Brimfield Township

- Section 400.10(47), Flag Lots
- Section 510.10 (Swimming Pools)
- Section 510.03 (Accessory Building Setbacks)

Franklin Township

- Maximum Building Height in R-3 Zoning District

Mantua Township

- Allow Mini-Storage Facilities as a Conditionally Permitted Use

Nelson Township

- Section 301.3 (Zoning Permits Required)

Randolph Township

- Placement of Accessory Buildings

Rootstown Township

- Parks & Recreation District Regulations
- Section 230.02 (Nuisances Prohibited)
- Chapter 380 (Parks & Recreation District Regulations)
- Section 150.02.B (Definitions)
- Section 390.06.2 (Parks & Recreation Uses)
- Section 440.01 & 440.03 (Exterior Lighting)
- Section 370.03 (Cond. Permitted Uses)

Shalersville Township

- Accessory Buildings

Suffield Township

- Temporary Food Vendors and Food Trucks
- Zoning Certificate Application for Temporary Use Permits

Windham Township

- Section 5.8 (Commercial Events or Event Centers)

Zoning District Amendments

- Franklin Township – Rezoning From C-1 and R-2 to R-3 on Burnett Road and State Route 261, Burnett Road Associates, LLC., applicant
- Franklin Township – Rezoning From C-1 and R-1 to R-4 between State Route 59 and Powdermill Road (Former KSU Golf Course), Redwood USA, LLC., applicant
- Franklin Township – Rezoning From C-1 to R-R, 6689 State Route 43, Laura Ellsworth, applicant
- Ravenna Township – Rezoning From R-M to R-C on East Lake Street and Route 5
- Rootstown Township – Rezoning From R-2 to L-1 on Tallmadge Road, Jeffrey Parsons, applicant
- Rootstown Township – Rezoning From R-2 to P-R and R-1 to P-R (Parks & Recreation District) on Cook and Tallmadge Road
- Shalersville Township - Rezoning From A/R-R (Agricultural/Rural-Residential) to M-R-C (Mixed Residential-Commercial) on State Route 303, Marilyn Sessions, applicant
- Shalersville Township – Rezoning From L-1 to AR/R and R-2 to AR/R on Infirmity and Rockwell Road, Lakeview Grass Fed Farms, Inc., Daryl & Kurt Guyette, applicant

Portage County Subdivision Regulations

The Subdivision Regulation Update Committee met to review and finalize updates to assure the requirements reflect current needs. The committee is expected to finish reviewing the proposed regulations in early 2021. When the committee finishes its review, a copy of the proposed regulations will be forwarded to the Board of Commissioners and County Prosecutor.

Subdivisions

Major subdivision activity decreased in 2020.

Land Divisions and Subdivisions in Portage County 2020

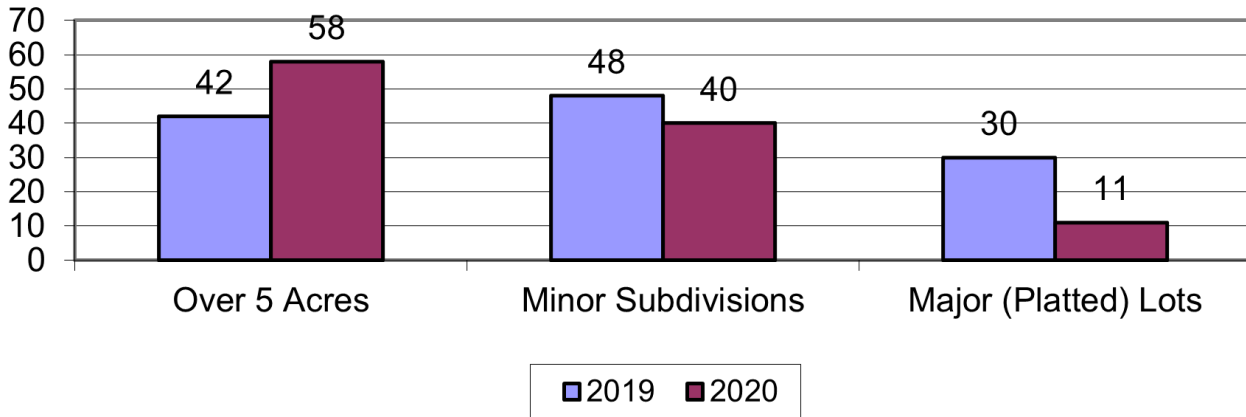
Over 109 lots were created in 2020 with one variance from the Subdivision Regulations.

Township	Over 5 Acres	No. of Lots Created by Minor Subdivisions	No. of Lots Created by Major Subdivisions	Total
Atwater	2	0	2	4
Brimfield	1	3	3	7
Charlestown	1	0	0	1
Deerfield	2	4	3	9
Edinburg	5	0	0	5
Franklin	0	9	0	9
Freedom	1	0	0	1
Hiram	2	4	2	8
Mantua	6	5	1	12
Nelson	1	4	0	5
Palmyra	4	5	0	9
Paris	1	0	0	1
Randolph	4	2	0	6
Ravenna	0	0	0	0
Rootstown	3	0	0	3
Shalersville	3	0	0	3
Suffield	9	2	0	11
Windham	13	2	0	15
Total	58	40	11	109

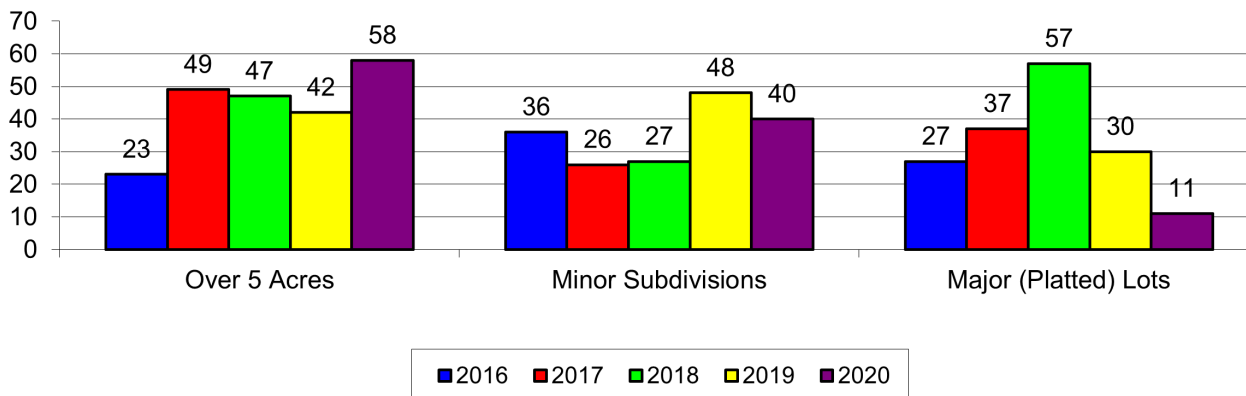
Transfers to an adjoining property owner = 53 (Not included in table).

Land Divisions and Subdivision Lots Approved

**Land Division and Subdivision Lots Approved
2019-2020**



**Land Division and Subdivision Lots Approved
2016-2020**



Community Development

PCRPC administered \$715,907.33 in CDBG Community Development Grant Program funds for the Portage County Board of Commissioners with the following results:

2018 CDBG Allocation Grant

- Construction was completed to run 395 linear feet of waterline that enabled the Ravenna Head Start facility, located at 4833 Harding Avenue in Ravenna Township to tap into the City of Ravenna's water system.
- In conjunction with the 2019 CHIP and the 2018 CDBG Allocation Grant Fair Housing assistance was provided to 53 households within Portage County excluding the City of Kent. Provided educational materials regarding fair housing to 10 agencies/organizations/public events and provided training to 11 agencies/organizations.



Head Start facility restoration including new fire hydrant.



2018 Critical Infrastructure Grant

- Construction of the following was completed on Vine and Gill Street in the City of Ravenna:
 1. 1,560 linear feet of waterline was replaced.
 2. Six catch basins were installed.
 3. Three manholes.
 4. 725 linear feet of sidewalk was replaced and upgraded to ADA guidelines.
 5. 1,750 linear feet of concrete curb was replaced.
 6. 1,580 linear feet of asphalt resurfacing was completed.
 7. Three fire hydrants were installed.



Vine and Gill Street Critical Infrastructure grant.

2020 CDBG Allocation Grant

- Prepared and submitted application for the 2020 CDBG Community Development Grant Program to provide services for LMI Portage County Households and/or eliminate a slum and blight.



Committees

Celebrate Portage!

The RPC is a core participant in **Celebrate Portage!**, which is a grassroots effort to prepare a countywide vision plan. The 2020 Celebrate Portage events and activities were delayed due to the COVID-19 pandemic and are expected to resume in Fall 2021.

Member Projects

Brimfield Township Land Use Plan

Regional Planning is updating the Brimfield Township Land Use Plan with current maps and conditions assessments, demographics, public input, and recent accomplishments by the Township. The goals, objectives, and strategies are being updated to reflect current trends and needs. The plan includes responsible partners and agencies that would be involved with implementing the plan; as well as, a thorough review of the land use and zoning as part of the update. The Land Use Plan will be completed in the Spring of 2021.

Zoning Resolutions and Mapping

Several communities have revised zoning resolutions and updated zoning maps to reflect recent development trends and to prepare their communities for future development. We did several map amendments throughout 2019.



Brimfield Aerial 1994

Grants

Ohio Department of Natural Resources Recreational Trails Grant

In February 2020, Atwater Township received \$53,595 to continue making improvements to the Old School Park. Atwater Township was able to construct a trail around the perimeter of the park with grant funds.

U.S. Department of Justice Adult Drug Court and Veterans Treatment Court Discretionary Grant Program

In October 2020, the Common Pleas Court received \$492,782 for the existing Help, Opportunity and Progress through Education (HOPE) Drug Court, and the Municipal Court received \$492,782 to create Recovery Inspiring Success through Engagement (RISE) Drug Court. With just under \$1 million in total funding, the implementation and enhancement of the drug courts will allow additional options for defendants in hopes of decreasing recidivism.

Office of Criminal Justice Services Coronavirus Emergency Supplemental Funding Grant

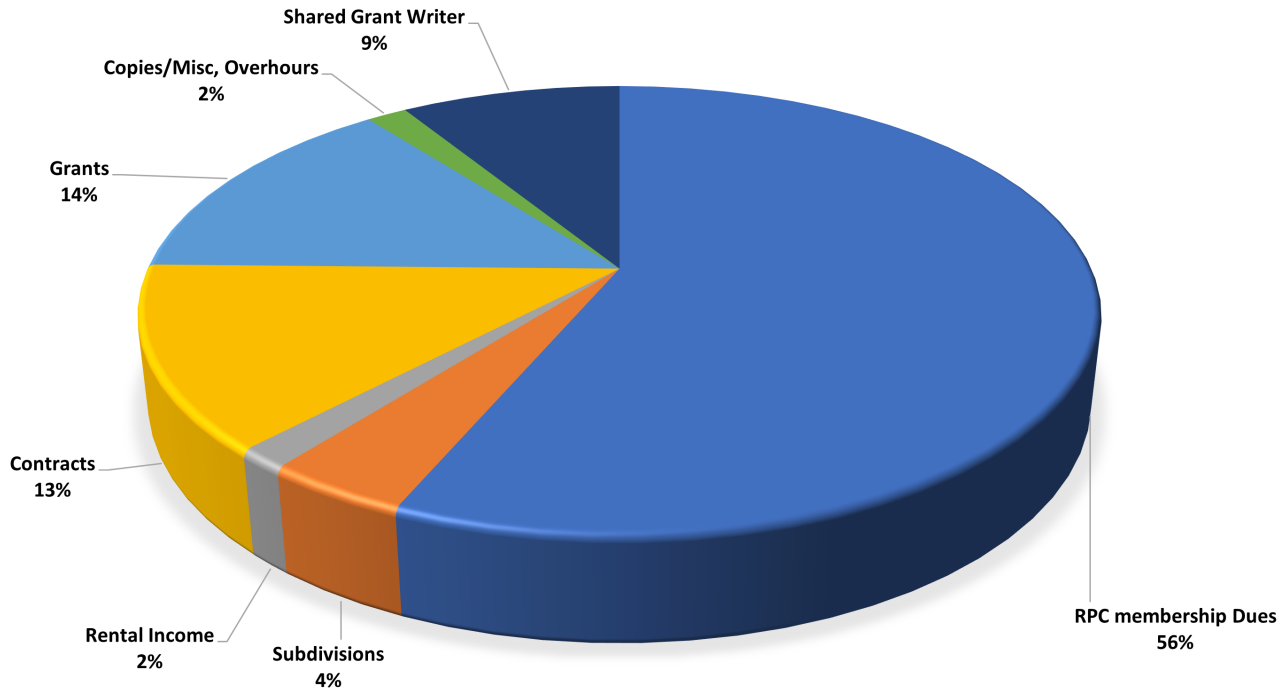
In July 2020, Adult Probation applied for the Coronavirus Emergency Supplemental Funding Grant to help offset the cost of keeping probation officers and clients safe during the pandemic. The request has been partially funded, and \$53,623.17 is pending.

Grant Writing for Community Partners

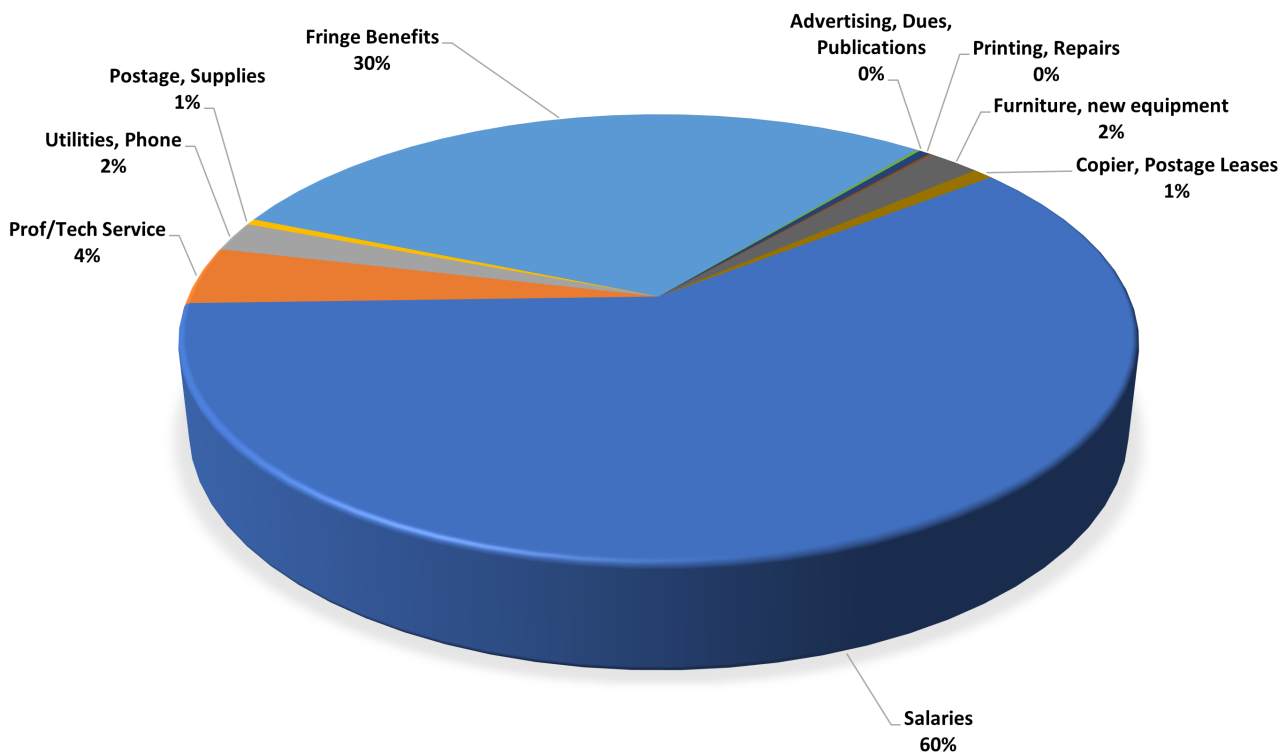
In a unique collaboration, RPC joined with County Engineers, Job and Family Services, and Water Resources to fund a shared grant writer, Kailey McMullen. Although 2020 was an unprecedented year, Kailey was able to assist in bringing approximately \$2.8 million to Portage County and assist the partners in a variety of ways. They include helping Water Resources to secure a loan of \$1.7 million through the Water Supply Revolving Loan Account; assisting with updating Subdivision Regulations; assisting County Engineers with Ohio Public Works Commission applications; and working with Job and Family Services to identify and apply for grant funds.

Financial Report

2020 Revenue Sources



2020 Expenditures



Portage County Regional Planning Commission 2020 Financial Report

Beginning Cash Balance		\$56,588.68
REVENUE		
RPC Membership Dues		\$229,227.75
Subdivisions		\$16,920.00
Copies/Misc./Overhours		\$6,623.29
Publications		\$ -
Rental Income		\$5,975.00
Contracts		
Brimfield Township Land Use Plan	\$18,228.11	
Ravenna City CHIP Fair Housing	\$1,802.11	
Septic Program	\$6,817.20	
LGIP Branding/Marketing	\$24,617.75	
Streetsboro City Admin (2020 Formula Grant)	\$2,257.09	
Total Contracts	\$53,722.26	\$53,722.26
Grants		
2018 CDBG Formula Grant Admin	\$29,634.26	
2018 CDBG Formula Grant Fair Housing	\$1,715.91	
Ravenna City Critical Infrastructure	\$10,735.73	
Windham Village Critical Infrastructure	\$5,926.29	
2020 CDBG Formula Grant Admin	\$9,348.94	
2020 CDBG Formula Grant Fair Housing	\$381.57	
Total Grants	\$57,742.70	\$57,742.70
Shared Grant Writer		\$35,929.29
Refund/Reimbursement		\$ -
TOTAL REVENUE/BUDGET		\$462,728.97

EXPENDITURES

Salaries	\$248,439.26
PERS	\$34,781.47
Medicare	\$3,404.58
Workers Comp	\$4,223.34
Unemployment	\$126.40
Health Insurance	\$79,627.59
Insurances (bldg & bonds)	\$ -
Maint/Custodial Contract	\$ -
Utilities	\$7,724.48
Telephone	\$1,126.25
Contract Services	\$ -
Professional & Technical Services	\$3,899.79
Audit Services	\$3,295.10
Computer Services	\$ -
Legal Services	\$10,000.00
Repairs (equipment, rental, bldg.)	\$240
Advertising	\$119.55
Postage	\$700.00
Supplies	\$1,136.47
Photocopying/Printing	\$1,582.34
Dues/Periodicals	\$569.50
Travel/Training	\$455.00
Food Supplies	\$ -
Furniture	\$8,474.00
Equipment	\$236.63
Copier/Postage Meter Rentals	\$3,426.86
Loan (multi purpose building)	\$ -
Building Improvements	\$ -
Reimbursement/Refund	\$ -
TOTAL EXPENDITURES	\$413,588.61

ENDING CASH BALANCE **\$49,140.36**

* Unaudited Financial Information

Members

Atwater Township

John Kovacich

Lynn Whittlesey*

Brimfield Township

Mike Hlad

Jendy Miller*

Franklin Township

Joseph Ciccozzi

Jenny August*

Freedom Township

Jeffrey Derthick

Roy Martin*

Garrettsville Village

Mayor Rick Patrick

Tom Collins*

Hiram Township

Steve Pancost

Jack Groselle*

Hiram Village

Robert Dempsey

Frank Hemphill*

Mantua Township

Sandy Engelhart*

Mantua Village

Paula Tubalkain

Ben Prescott*

Nelson Township

Mike Kortan

Joe Leonard*

Palmyra Township

Sandy Nutter

James Deffenbaugh*

Paris Township

David Kemble

Dan Spicer*

Randolph Township

Victoria Walker

Susan White*

City of Ravenna

Mayor Frank Seman

Dennis West*

Ravenna Township

James DiPaola

Pat Artz*

Rootstown Township

Joseph Paulus

Jordan Michael*

Shalersville Township

Ronald Kotkowski

John Kline

Suffield Township

Adam Bey

David Vartenuk*

Sugar Bush Knolls

Jim Beal

John Palik

Windham Township

Rich Gano

Joe Pinti*

Windham Village

Deborah Blewitt

Cheree Taylor*

PARTA

Clayton Popik

Denise Baba*

Portage County

Vicki Kline

Sabrina Christian-Bennett

Kathleen Clyde

Portage Park District

Allan Orashan

Chris Craycroft*

Water Resources

Department

Gene Roberts

Tia Rutledge*

Soil and Water

Conservation Office

James Bierlair

Eric Long*

Portage County

Engineer

Mickey Marozzi

Larry Jenkins*

Ex-Officio Members

Hiram College

Kent State University

PC Health Department

Habitat for Humanity

Home Builders

Association

NEOMED

*Indicates alternate member

Officers/Executive Committee

Jim DiPaola, Chairman

Sabrina Christian-Bennett, Vice Chairman

Todd Peetz, Secretary

Deborah Blewitt

Allan Orashan

Sandy Nutter

Jim Beal

Frank Seman