

# **AGENDA**

## **PORTAGE COUNTY REGIONAL PLANNING COMMISSION**

**WEDNESDAY, AUGUST 10, 2022  
4:30 P.M.**

**REED MEMORIAL LIBRARY, JENKINS ROOM  
167 EAST MAIN STREET  
RAVENNA**

**I. CALL TO ORDER**

**II. \*APPROVAL OF JULY 13, 2022 MEETING MINUTES**

**III. SUBDIVISIONS**

1. Replat of Sublots C-2 and CR-1 in the "*Highlands of Edinburg*" on St. Andrews Way, Lot 17 N.W. in Edinburg Township, Schumacher Homes, applicant.
2. Replat of Lot 6 in the "*Congress Lake Heights Subdivision No. 2*" on Congress Lake Road, Lot 14 in Suffield Township, Cheryl Bowers, applicant.

**IV. ZONING**

- \*1. Rootstown Township Text Amendment Re: Section 610.01 (Zoning Certificates); Section 610.10 (Expiration of Zoning Certificates); Section 340.04 (Lot Requirements).
- \*2. Brimfield Township Text Amendment Re: Remove PRD from O-C, R-R and R-1 Zoning Districts.

**V. EXECUTIVE COMMITTEE**

**A. WORK PROGRAM**

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

*\*Needs Action*

B. FINANCE

\*1. July 2022 Financial Statements

VI. DIRECTOR'S REPORT

VII. OTHER BUSINESS

Next Meeting – Wednesday, September 14, 2022 – Reed Memorial Library, Jenkins Room, 167  
East Main Street, Ravenna

VIII. ADJOURNMENT

*\*Needs Action*

**Minutes  
Portage County Regional Planning Commission  
July 13, 2022**

Portage County Regional Planning Commission dated July 13, 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	Freedom, Charlene Walker
Garrettsville Vill., Rick Patrick	Hiram Twp., Steve Pancost	Mantua Vill., Tammy Meyer
Nelson Twp., Mike Kortan	Palmyra Twp., Sandy Nutter	Ravenna City, Frank Seman
Rootstown Twp., Joe Paulus	Shalersville Twp., Frank Ruehr, Jr.	Suffield Twp., Adam Bey
Sugar Bush Knolls Vill., Jim Beal	Water Resources, Tia Rutledge	County Engineer, Larry Jenkins
Portage Park District, Allan Orashan		
P.C. Commissioner, Sabrina Christian-Bennett		

**Alternates Present:**

Brimfield Twp., Lauren Coffman

**Staff Present:**

T. Peetz	E. Beeman	L. Reeves	G. Gifford	K. Pataky
N. Rhoades				

**Public Present:**

J. Gadd	J. Ray	A. Ray
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**Members Absent:**

Franklin Twp., Joe Cicozzi	Hiram Vill., Robert Dempsey	Mantua Twp., Susan Lilley
Paris Twp., David Kemble	Randolph Twp., Victoria Walker	Ravenna Twp., Jim DiPaola
Windham Twp., Rich Gano	Windham Vill., Nick Bellas	PARTA, Amy Proseus
Soil & Water, Anthony Lerch	P.C. Commissioner, Vicki Kline	
P.C. Commissioner, Anthony Badalamenti		

The Regional Planning Commission meeting was called to order by the Vice Chairman, Sabrina Christian-Bennett at 4:33 p.m.

**PUBLIC HEARING – 2023 REGIONAL PLANNING COMMISSION BUDGET**

S. Christian-Bennett opened the public hearing at 4:33 p.m.

T. Peetz presented the 2023 Regional Planning Commission Budget. The breakdown of the revenue is as follows:

Rental Income	\$30,900
RPC Membership Dues	\$261,549
Subdivision Fees	\$ 18,000
Copies/Misc./Over hours	\$ 2,000
PCC Contracts	\$ 78,000
Contracts	\$ 92,000
Estimated Beginning Balance 2023	<u>\$ 35,000</u>
	<b>\$517,449</b>

According to the By-Laws dues can be increased due to increase in population and/or based on the CPI. Right now, the CPI is at 8.6%. It is possible the CPI could go down.

The breakdown of the expenses is as follows:

Salaries	\$300,997
Fringe Benefits	\$147,701
Legal Counsel	\$ 10,000
Dues	\$ 726
Utilities	\$ 4,110
Advertising	\$ 350
Telephone	\$ 1,400
Postage	\$ 1,200
Repairs	\$ 2,000
Equipment Rental	\$ 4,200
Professional & Technical Services	\$ 3,753
Periodicals & Publications	\$ 250
Supplies & Materials	\$ 3,672
Photocopying/Printing	\$ 2,500
Debt Service	<u>\$ 20,000</u>
	<b>\$507,859</b>

There being no public comment S. Christian-Bennett closed the public hearing.

#### **APPROVAL OF JUNE 8, 2022, MEETING MINUTES**

The June 8, 2022 minutes were presented. J. Paulus made a motion to approve the minutes as presented. Motion seconded by R. Patrick. Motion carried with 17 Yeas.

#### **SUBDIVISIONS**

Replat of Sublots 9, 10 and 12-R of the "McElrath Park Allotment, Block M" and a Portion of the Vacated Road on Hopkinson Avenue, Lot 11 in Ravenna Township, Jeanine Johnson, applicant – Report presented by Gail Gifford

The applicant is requesting approval to combining Sublots 9, 10, 12-R and a portion of Terrill Road, which was vacated.

The site is currently occupied by a single-family home.

According to the National Wetlands Inventory there do not appear to be any wetlands on the site. The FEMA Flood Insurance Rate Map does not show any flood hazard areas on the site.

There is a Ravenna City water main in the vacated right-of-way of Terrill Road which must have a utilities easement. The Tax Map Department also had one minor correction.

All items that were found to be in non-compliance with the Portage County Subdivision Regulations have been correction, therefore staff recommends approval of the Replat. A motion was made by F. Seman to follow staff recommendation. Motion seconded by J. Beal. Motion carried with 17 Yeas.

Replat of Part of Sublot 18 in the "Brimfield Estates" on Howe Road, Lot 23 in Brimfield Township, David DeVault, applicant – Report presented by Todd Peetz

The Replat is located off Howe Road east of State Route 43 and west of Edson Road. Sublot 18-BR has an existing single-family home. Sublot 18-AR is vacant.

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

According to the National Wetlands Inventory there do not appear to be any wetlands on the site. The FEMA Flood Insurance Rate Map does not show any flood hazard areas on the site.

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 districts R-3's minimum lot requirements. The flag lot has been approved by the Board of Zoning Appeals.

Staff recommends "*Conditional approval*" of the Replat. Tax Map approval and the Portage County Health District review is necessary before staff can recommend approval. If septic evaluation is not completed and/or Tax Map has outstanding issues, then staff would recommend an Extension of Time until August 10, 2022.

T. Rutledge said that people need to understand there is a difference between "available" and "accessible" to sewer. Just because the force main is there, does not mean it's available and that it's accessible." T. Rutledge said, "they do not have access to sewer because the force main is not considered to be available." T. Rutledge said, "they would only allow it if it's a situation where they cannot have a septic system." T. Rutledge continued to state that "her only other problem is we are allowing splits to occur and if a septic system isn't feasible then we are creating a lot that isn't buildable, which then means we have to make it connect to the force main. If we allow these multiple little grinders on a force main it creates a lot of

operational issues and if something backs up, and all the sewage is going into the right-of-way I am sure people are not going to enjoy that.”

T. Rutledge recommended doing an extension of time rather than giving conditional approval to allow sufficient time to obtain a recommendation from the Health Department and to allow time to talk to the new director. A motion was made by L. Jenkins to approve an extension of time until September 14, 2022. Motion seconded by J. Paulus. Motion carried with 17 Yeas.

Preliminary Plan of “Turnpike Commerce Center” on State Route 44, Infirmary and Beck Road, Lots 47, 48, 53 & 54 in Shalersville Township, Geis Construction, applicant – Report presented by Todd Peetz

The applicant is requesting approval of a preliminary plan for the Turnpike Commerce Center, a proposed industrial park in Shalersville Township. The preliminary plan proposes three lots as well as reconfiguring Beck Road. At buildout, the Turnpike Commerce Center is expected to have eight industrial buildings totaling over 5.2 million square feet.

The site was a large farm with a single-family home and several accessory structures, now demolished.

The development will be required to make substantial improvements to Beck Road and State Route 44 and possible to Streeter Road and State Route 303. The scope of improvements is dependent on the traffic study. The study is currently under review by the County Engineer’s Office and ODOT. The original study received one review and changes have been made in response to ODOT’s and the County Engineer’s first set of comments but has not been approved yet.

Plans were submitted to Soil & Water Conservation District for the realignment of Beck Road and the development of Lot 1. At a minimum at the time of Plat approval an approved SWPP Plan will need to be in place.

Water and sewer will need to be extended to support this project. The Developer is working with Portage County Water Resources.

According to the P.C. Subdivision Regulations 5% is needed for open space which is approximately 22.8187 acres. Environmentally sensitive features and permanent water bodies may comprise up to 30% of this requirement unless otherwise approved by the Regional Planning Commission.

There are several potential wetland areas, large areas of hydric soils and mature woods on the project site. Any impacts to wetlands will require a permit from USACE or from Ohio EPA.

Staff recommends “*conditional approval*” of the Preliminary Plan for Turnpike Commerce Center with the following conditions:

1. Continue to work with Water Resources to extend water and sewer.
2. Designate open space areas in accordance with the P.C. Subdivision Regulations.
3. Wetland impacts are evaluated and a permit from the USACE or the Ohio EPA is acquired prior to construction or filling activities on the site.
4. Address the County Engineer’s requirements. Modify the Preliminary Plan and its proposed improvements based on the final approved traffic study and send back to RPC for final approval.

5. Only a temporary stormwater is shown on the plan. The overall illustrative plan version has presumed stormwater areas but not on the preliminary plan. Need an approved SWPP plan for the project.
6. Any other issues identified in the report or specified by the review entities are addressed.

Although conditional approval is being recommended, the recommendations and discussions contained herein need to be addressed prior to submitting the Plat for review.

A motion was made by J. Paulus to follow staff recommendation. Motion seconded by F. Ruehr. Motion carried with 17 Yeas.

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

A motion was made by J. Paulus to approve an extension of time until October 12, 2022. Motion seconded by F. Ruehr. Motion carried with 17 Yeas.

Replat of Lots 34-R in the "Brady Lake Park Allotment" on Brady Lake Road and Court Street, Lot 38 in Franklin Township, Jesse Ray, applicant – Report presented by Gail Gifford

The applicant is requesting approval to combine sublots 34-R and 58-R to building a house. The replat is located at the corner of Brady Lake Road and West Court Street north of Brady Lake.

According to the National Wetlands Inventory there do not appear to be any wetlands on the site. The FEMA Flood Insurance Rate Map does not show any flood hazard areas on the site.

All corrections have been made as requested; therefore, staff recommends approval of the Replat as corrected. A motion was made by R. Patrick. Motion seconded by C. Walker. Motion carried with 17 Yeas.

## **ZONING**

Edinburg Township Rezoning From Highway Office Business to Residential, Schumacher Homes, applicant – Report presented by Todd Peetz

The original proposed amendment received by Edinburg Township consisted of a request to rezone one parcel from Highway, Office, Business to Residential in order to Replat the parcel into several sublots.

The proposed Replat area also covers parcel 11-317-10-00-021-002 which will need to be rezoned to residential. In addition to the original application and the parcel mentioned, staff suggests that the three parcels north of St. Andrews Way be rezoned to Residential to match the current use of the lots. These parcels contained single-family homes which were part of the original Highlands of Edinburg Plat.

The proposed rezoning has approximately three single-family detached homes, several farm buildings, and the model home sales area for Shumacher Homes. Under the current zoning, the single-family homes are non-conforming. The proposed zoning would bring this area into compliance and eliminate the need for variances with modifying these homes.

The proposed use of the property and purpose of the rezoning is to enable Shumacher Homes to build additional single-family detached homes.

There are no environmentally sensitive features on or near the proposed rezoning area.

Staff recommends approval of the rezoning from Highway, Office, Business to Residential. A motion was made by R. Patrick to follow staff recommendation. Motion seconded by C. Walker. Motion carried with 17 Yeas.

#### Rootstown Township Text Amendment – Report Presented by Todd Peetz

##### Amendment No. 1

Rootstown Township in 2021 changed their development plan review procedures so that the site plan reviews are done by the zoning inspector, with the exception of platted subdivisions and planned residential or commercial developments, which are still done by the Zoning Commission.

The following changes are being proposed under Section 620.02.B (Conditional Use Approval): “When applying for a Planned Commercial Development, all conditional uses shall be applied for and approved by the Board of Zoning Appeals before submission of the final development plan. As part of the final development plan process, the Zoning DEPARTMENT AND/OR Commission ~~will include~~ SHALL REVIEW the final site plan for any conditional uses FOR APPROVAL.”

Staff recommends approved as proposed.

##### Amendment No. 2

Chapter 380 addresses the Park District, not the Lake District. The main intent for this amendment is to fix typos and clerical errors.

The following changes are proposed under Section 380.02: “Although a use may be indicated as a permitted principal, conditional accessory use in particular ~~lake~~ PARK District, it shall not be approved on a parcel unless it can be located thereon in full compliance with all of the standards and other regulations of this Resolution applicable to the specific use and parcel in question. Any use not specifically listed as either a permitted principal or conditional use shall be prohibited use in the zoning ~~districts~~ DISTRICT and shall only be permitted upon amendment of this Resolution and/or the Zoning Map as provided in Chapter 660.”

Staff recommends approval as proposed.

##### Amendment No. 3

For clarification purposes, the Township issues and enforces zoning certificates not building permits.

The following changes are proposed under Section 620.10: “An approved final development plan shall become for the proposed development a binding commitment of the specific elements approved for development. The approved final development plan may be transferred to another person, corporation or



group of individuals or corporations prior to the issuance of a ~~building permit~~ ZONING CERTIFICATE shall be in accordance with the approved final development plan. Any departure from such plan shall be considered a violation of this Resolution. Any changes in an approved final plan shall be resubmitted for approval in accordance with this Chapter.”

Staff recommends approval of the proposed amendment.

A motion was made by C. Walker to follow staff recommendations for Amendment No. 1 – 3. Motion seconded by J. Paulus. Motion carried with 17 Yeas.

## **EXECUTIVE COMMITTEE**

### **Work Program**

#### **June 2022 Work Program Report**

Todd presented the June 2022 Work Program Report.

- Update of Portage County Subdivision Regulations – A meeting was held on May 26, 2022 to discuss some minor additions that will be brought to the Board. The next meeting will be held on July 27, 2022.
- Quarterly Zoning Inspectors (QZI) Meeting – A meeting was held on April 28, 2022 and the next meeting will be held on July 28, 2022 at 6:00 p.m. The new Ravenna Township fire house. Discussion will be about PUD or PRD Zoning Regulations.
- Brimfield Township – Todd attended a Zoning Commission meeting last month and will be attending again this month.
- Freedom Township – Working on 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.
- Hiram Township – Prepared maps of their Township main property and prepared a zoning map.
- Hiram Village – Prepared a map series of the southeast section of the Village as a possible location for future development.
- Mantua Township – Historic Preservation District and developing interactive map for the Township. Staff attended a Township Trustees meeting to discuss possible Comprehensive Plan.
- 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 a submitting a pre-application for a Residential Public Infrastructure Grant.

- Ravenna City – Working with the City of Ravenna on a Critical Infrastructure Grant. Also working on a Historic Properties Story Map, thanks to the Jack Schaefer Foundation.
- Ravenna Township - Working on a Historic Properties Story Map, thanks to the Jack Schaefer Foundation.
- Rootstown Township – Updated Zoning Maps and began the process for an income survey. Staff is also assisting the Township with a Nature Works Grant.
- Shalersville Township – Staff helped in updating their zoning resolution and create a map of the new project area at State Route 44 and the Turnpike. Also reviewed and provided comments about a proposed condominium project. Staff also attended the Township Trustees meeting to discuss a possible Comprehensive Plan.
- Windham Village – Working with the Village on their Critical Infrastructure Grant as well as a CDBG project under the 2020 CDBG cycle.
- Quarterly Zoning Inspector's Meeting – The next meeting will be held on July 28, 2022. The meeting will be held at the new Ravenna Township Fire Station and Township Hall. Discussion will continue about revamping the PUD or PRD zoning regulations.
- P.C. Storm Water Program – Home Sewage Repair and Replacement Program – Currently there are three septic systems in process.
- Portage County Vision and Comprehensive Plan – A meeting for the Comprehensive Plan was held on April 26<sup>th</sup> and the next meeting will be held sometime in August. The Vision Plan comments closed on July 1, 2022.
- Historic Properties Survey/Interactive Map – Staff is working on recording the known historic structures for the City of Ravenna and Ravenna Township. A presentation will be conducted by the 2 interns at the end of the meeting.
- P.C. Water Resources GIS Assistance – Staff will be providing GIS Mapping assistance to fill out the attribute tables or pre-existing water and sewer lines. The goal is to provide 80 +/- hours per month.
- Celebrate Portage/Visioning in Portage – Grants will be available again this year for 5 community events. The Ravenna Car Show will be held on August 3, 2022 from 3:00 p.m. – 11:00 p.m.

**2020 Community Development Allocation Grant**

Windham Community Center Project – Construction is anticipated to start mid-July.

Freedom Township ADA Project – The equipment was mobilized on July 1, 2022 and construction has started. Construction is anticipated to be completed by the end of July.

All construction must be completed by the end of August for the above projects.

City of Streetsboro – Public Service – Senior Assistance Program – An amendment was completed moving \$20,000 from the Streetsboro Home Repair Project to the Senior Assistance Program. The public hearing for the amendment will be held on July 14, 2022 at 10:00 a.m. and after the public hearing the Commissioners will sign the amendment and will then be returned to the State for signature.

To date 41 households have been assisted with lawn mowing of which 230 lawn mows were completed.

Streetsboro Home Repair Program – One Home Repair Application has been submitted to Neighborhood Development Services for processing.

**2021 Critical Infrastructure Grant – Windham Village**

An RFQ for engineering services is being prepared and is anticipated that it will go out by the end of July.

**2021 Critical Infrastructure Grant – Ravenna City**

The contract is in place and a Notice to Proceed has been issued. A pre-construction meeting as well as a community meeting is being scheduled. Construction is anticipated to start mid-July and is anticipated to be completed by mid-January 2023.

**2022 CDBG Community Development Allocation Grant**

The public hearing for the 2022 Community Development Allocation Grant was held on June 2, 2022. The grant application submission deadline was extended from June 15, 2022 to June 29, 2022. The grant application was submitted to the State on June 29, 2022.

**2022 Residential Public Infrastructure Grant – Mantua Village**

A pre-application is available and will be submitted by mid-July.

**Finance**

**June 2022 Financial Statement**

E. Beeman presented the June 2022 financial statements. A motion was made by R. Patrick to approve the financial statements as presented. Motion seconded by A. Orashan. Motion carried with 17 Yeas.

Authorization to Enter into Contract with Shalersville Township for a Land Use Plan (Resolution No. 22-10)

Todd presented Resolution No. 22-10 which is authorization to enter into contract with Shalersville Township for the preparation of a Comprehensive Plan. A motion was made by T. Meyer to authorize entering into contract with Shalersville Township. Motion seconded by C. Walker. Motion carried with 17 Yeas.

2023 Portage County Regional Planning Commission Budget (Resolution No. 22-11)

Todd presented Resolution No. 22-11, which was the 2023 budget for the Portage County Regional Planning Commission.

A motion was made by C. Walker to approve the 2023 budget for the Portage County Regional Planning Commission. Motion seconded by F. Seman. Motion carried with 17 Yeas.

**DIRECTOR'S REPORT**

Two Interns, Nancy Rhoades and Kaylan Pataky have been working on the Ravenna Historic Building Inventory and gave a presentation on the project completed.

An informational meeting will be held about this project on August 4, 2022 at 5:00 p.m. via zoom.

The link to the story map and the zoom link for the informational meeting has been posted on the Regional Planning Commission's website.

Next Meeting

S. Christian-Bennett announced the next Regional Planning Commission meeting will be held on August 10, 2022 at 4:30 p.m. The meeting will be held at the Reed Memorial Library, Jenkins Room, 167 East Main Street, Ravenna.

**ADJOURNMENT**

A motion was made by F. Ruehr adjourn the meeting at 5:38 p.m. Motion seconded by C. Walker.

Minutes approved at the August 10, 2022, Meeting.

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Jim DiPaola, Chairman

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Todd Peetz, Secretary



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Meeting called to order on July 13, 2022 at: 3:07 p.m.

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

Staff: T. Peetz E. Beeman

J. DiPaola opened the meeting at 3:07 p.m. The meeting was held at Reed Memorial Library, Haymaker Room 167 East Main Street, Ravenna. The minutes of June 8, 2022 were presented. J. Beal made a motion to approve the June 8, 2022 minutes as presented, seconded by F. Seman. Motion carried with 1 abstention (S. Nutter)

The special meeting minutes of June 29, 2022 were presented. F. Seman made a motion to approve the June 29, 2022 minutes as presented, seconded by J. Beal. Motion carried unanimously.

**WORK PROGRAM** as reported by T. Peetz

#### **Portage County Subdivision Regulations**

Todd stated a review team met again on May 26<sup>th</sup> to discuss minor updates which will be brought before the Board in August.

#### **Planning Administration**

A total of 5 subdivision applications were submitted during the month of June 2022 creating 3 new lots.

#### **Brimfield Township**

Todd attended the zoning commission meeting in June.

#### **Freedom Township**

Staff is working with the Township on their CDBG project for their townhall. There is discussion of creating a community center in the township.

#### **Hiram Township**

Staff is preparing maps of their Township main property as well as a zoning map for display purposes.

#### **Hiram Village**

Staff prepared a series of maps for the southeast section of the Village as a possible location for future development.



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### **Mantua Township**

Todd reported staff is finalizing the process to develop a historic preservation district along with an interactive structures map for the township. They have also expressed an interest in creating a land use plan.

### **Mantua Village**

Staff continues to look for grants to help the Village. We will be submitting a pre-application for a Target of Opportunities Grant which needs resubmitted under phase II for the next cycle of funds.

### **Ravenna City**

Funds have been certified and appropriated for the Critical Infrastructure street improvements for Pratt Street. Project is ready to encumber funds. Todd reported 2 architectural interns are working on the historic properties story map for the city as well as the township. Property owners who are listed on the national register or Ohio historic inventory will be invited to a meeting for feedback on the properties. A presentation to the board was conducted at the July 2022 meeting.

### **Rootstown Township**

Staff will be conducting an income survey for New Milford Road near Tallmadge to provide water and sewer lines. Staff updated the zoning maps. Staff is helping with a NatureWorks Grant application.

### **Shalersville Township**

Staff reviewed and provided comments about a proposed condominium project. Staff is helping to update their Zoning Resolution. The township is moving forward to have Regional Planning prepare a comprehensive plan for the township.

### **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 June Board meeting.

### **Quarterly Zoning Inspector Meeting**

A meeting was held April 28<sup>th</sup>, 2022. The topic was subdivision regulation updates. The next meeting will be held July 28<sup>th</sup>, 2022. Location will be at the Ravenna Township new building. Discussion to continue revamping the PUD or PRD zoning regulations.

### **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. Mickey Marozzi authorized an additional \$300,000 to the Stormwater/Septic Program to help landowners with failing septic systems.



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### **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. All key stakeholders will be provided a 90% report for review and feedback. Todd stated he would like to meet with department heads soon to help establish a timeline for improvements. The next meeting will be in August 2022.

### **Historic Properties Survey/Interactive Map**

Staff has begun processing and/or recording known historic structures for both the city and township of Ravenna. We will also be working with the Portage County Historical Society, Reed Memorial Library, National Register, and other local historians. The final product will include an interactive overview of Ravenna's historic structures, providing local history and education with the potential of tourism and with the intent of furthering community pride. Todd stated we will be relying on the Portage County Historical Society, Reed Memorial Library, and other local historians. We will be including a current photo of the structure and hopefully find an older historical photo. Todd reported 2 KSU GIS students have been helping with this 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.

### **2020 Community Development Allocation Grant**

#### **Water & sewer facilities for the Haven**

Funds are being used to construct a waterline and tie-in fees for water, sanitation and sewer for a building that will be used as a shelter to the homeless, LMI people in Portage County. Construction has been completed. The water and sewer tests have passed all inspections. The ribbon cutting was held on January 31, 2022. Doors were opened to the public on April 19, 2022. Final invoices have been processed. **UPDATE:** Project is complete

#### **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:** Construction is anticipated to begin mid-July.

#### **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. The architectural drawings for the township hall as well as for the schoolhouse have been completed. The scope of work as well as the estimated cost for the township hall will be re-evaluated, sent back out



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to bid. Contract is in place. **UPDATE:** Equipment was mobilized on July 1, 2022 and construction has begun. Anticipated completion date end of July 2022.

#### **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:** Three requests for assistance were received during June 2022.

#### **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. 41 households have been assisted with lawn mowing with a total of 230 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.

#### **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. To date we have mailed out 12 applications for funds with 3 completed applications returned. One home repair has been completed. Payment is being processed. **UPDATE:** We have received another application which is being processed.

#### **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. No new applications will be opened until July 2022.

#### **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. **UPDATE:** A RFQ for engineering services is being prepared and will go out by end of July.

#### **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. **UPDATE:** One bid received. The Commissioners have awarded the contract and issued a notice to proceed. Construction is anticipated to start July 18, 2022 with a project completion date of January 2023.





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### **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:** Environmental review is complete; release of funds received; specifications are being prepared. Anticipating going out to bid by the end of July.

### **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 will be submitted as soon as it becomes available.

### **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. Family Community Services for \$80,000 to replace the boiler system at 705 Oakwood St.
3. 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.
4. Coleman Professional Services for \$45,600 to demolish a blighted house at 463/465 Chestnut Street.
5. 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.



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**RPC GENERAL FUND**

June 1, 2022 Cash Balance	\$132,801.13
Receipts:	\$15,125.82
Expenditures:	\$31,462.89
June 30, 2022 Cash Balance	\$116,464.06

**B-F-20 Formula Grant**

June 1, 2022	\$27,710.96
Receipts:	\$36,160.00
Expenditures:	\$5,052.26
June 30, 2022 Cash Balance	\$58,818.70

**B-X-21-2 Ravenna City Critical Infrastructure**

June 1, 2022	\$2,449.65
Receipts:	\$2,000.00
Expenditures:	\$3,014.49
June 30, 2022 Cash Balance	\$1,435.16

**B-X-21-1 Windham Village Critical Infrastructure**

June 1, 2022	\$2,000.00
Receipts:	\$0.00
Expenditures:	\$1,424.07
June 30, 2022	\$575.93

**2022 Financial Statements**

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

**Resolution 22-10** Authorization to enter into a contract with Shalersville Township to create a Land Use Plan not to exceed \$42,000. Todd stated the township has decided to have a Land Use Plan created utilizing 80 TA hours and a sum not to exceed \$42,000. Anticipated start date is September 2022. F. Seeman made a motion to enter into contract with Shalersville Township to create a Land Use Plan as presented motion seconded by S. Christian-Bennett. Motion carried unanimously.



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**Resolution 22-11** Portage County Regional Planning Commission 2023 Budget. The 2023 RPC budget was presented and reviewed by T. Peetz. Todd noted the current CPI Index is 8.6%. The 2020 Census population figures were used to determine the 2023 community dues. On the expense end Todd noted a 3% increase for salaries and a 10% increase for health insurance. A \$20,000 debt service payment is in place for the Portage County Commissioners for the multi-purpose building. Todd stated we would like to increase staff according to what the County does. Todd would like to propose doing the 3% with a caveat that we mimic the county. Sabrina stated the county will depend on how the budget shapes up. The cola is projected to go up 8% or higher. Discussion held. Todd mentioned the new budget allows for hiring another planner with a 2-person health insurance coverage. S. Christian-Bennett suggested using a 5% staff increase. Todd stated we need to pass a budget to have in place today and can always increase it to 5% in December when the expenses can be revised. Sabrina Christian-Bennett made a motion to approve the 2023 RPC Budget as presented, seconded by F. Seman. Motion carried unanimously.

Todd reviewed with the committee people he interviewed for the planner position. Todd stated their skills were lacking for what is needed. Todd has another applicant coming in Friday who is willing to work part-time and invited the board to sit in during the interview.

**Other Business:**

Sabrina Christian-Bennett asked if there were grant funds slated for the Village of Garrettsville. Todd stated not to his knowledge. The mayor is asking when he should expect receiving his funds. Todd suggested checking with Lisa at the full commission meeting.

Todd reported the interns that have been working on the Ravenna City Historic District mapping project will be doing a presentation today at the full Commission meeting.

Todd stated the landscaping removal cleanup has been completed. No plants have been planted to date however, the mowing is being done regularly. Todd will attempt to contact Terry about new plants that were to replace the ones that were removed during the cleanup.

There being no further business to come before the Committee a motion was made by J. Beal to adjourn the meeting at 4:05 p.m. seconded by S. Christian-Bennett. Motion carried unanimously.

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Chairman, Jim DiPaola

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Secretary, Todd Peetz

Minutes submitted for approval by Secretary on August 10, 2022

**HIGHLANDS OF EDINBURG  
REPLAT OF BLOCK C-2 & CR-1  
IN EDINBURG TOWNSHIP**

**Case No.** 21-47  
**Reviewed By:** Maria Palmisano  
**Date Submitted:** 12-14-21  
**Due:** 1-14-22

**APPLICANT(S):** Greg Wagler, Shumaker Homes of Ravenna

**REQUESTED ACTION & HISTORY:**

The applicant requests a review of the replat combining part of Lot C-2 and Lot CR-1 and splitting six sublots for a total of five vacant sites and one occupied site.

**LOCATION: Vicinity Map (Exhibit 1)**

The replat is in Edinburg Township on the southern corner of St. Andrews Way and State Route 14 in the Highlands of Edinburg Subdivision.

**SIZE & ZONING: (Exhibit 2)**

**Site zoning:** The site is Highway/Office/Business Park District.

<u>Required</u>	<u>Commercial/Industrial</u>	<u>Residential</u>
Min. Lot Size	4.0000 acres	10.0000 acres/development
Min. Frontage	200.00 feet	To be established at time of project submittal
Min. Lot Width	200.00 feet	To be established at time of project submittal

	<u>Sublot CR-1-1R</u>	<u>Sublot CR-1-2R</u>	<u>Sublot CR-1-3R</u>	<u>Sublot CR-1-4R</u>	<u>Sublot CR-1-5R</u>	<u>Sublot CR-1-6R</u>
Min. Lot Size	1.5735 acres	1.5150 acres	1.5147 acres	1.6274 acres	1.5988 acres	4.0265 acres
Min. Frontage	175.74 feet	175.37 feet	177.03 feet	168 feet	178.06 feet	702.85 feet
Min. Lot Width	175.74 feet	175.37 feet	177.03 feet	168 feet	156.49 feet	702.85 feet

**LAND USE:** **Site:** The site has an existing commercial show room on the southeast corner and the rest of the site is vacant.

**Surrounding:** The lots surrounding the site are a mix of single-family residential homes, commercial businesses, and a cemetery.

**UTILITIES:** The site has no access to sanitary sewer or central water through Portage County Water Resources.

**PHYSICAL LIMITATIONS TO DEVELOPMENT (Exhibit 3):**

**Soils:** The soils on the replat site are Ellsworth silt loam, two to six percent slopes, Mahoning silt loam, two to six percent slopes, Ellsworth silt loam, six to twelve percent slopes.

- Ellsworth silt loam, 2-6% slopes (ElB): This soil is located on gentle slopes. Runoff is medium and the hazard of erosion is severe if the surface of this soil is disturbed. Seasonal wetness and slow permeability are limitations to non-farm uses.
- Mahoning silt loam, 2-6% slopes (MgB): Erosion is a hazard if this soil is disturbed. Seasonal wetness and slow permeability are limitations for non-farm uses.
- Ellsworth silt loam, 6-12% slopes (ElC2): This soil is adjacent to drainage ways and the surface layer has been moderately eroded. Runoff is rapid and the hazard of erosion is severe if the surface of this soil is disturbed. Slow permeability and slope are limitations for non-farm uses.

**Wetlands:** According to the National Wetland Inventory, there does not appear to be wetlands on the site.

**Flood Hazard:** The FEMA Flood Insurance Rate Map 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Health Dept.:</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Soil &amp; 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>Edinburg Township Zoning Inspector</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**COMPLIANCE WITH COUNTY SUBDIVISION REGULATIONS:**

This replat must address the following order to comply with the Portage County Subdivision Regulations:

- 305.2 T.1 Approval by Township Zoning Inspector

08/04/22

- 305.2 T.2 Approval by County Engineer
- 305.2 T.5 Approval of Tax Map

**COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:**

The Edinburg Township Zoning Inspector has not commented on the plat at this point.

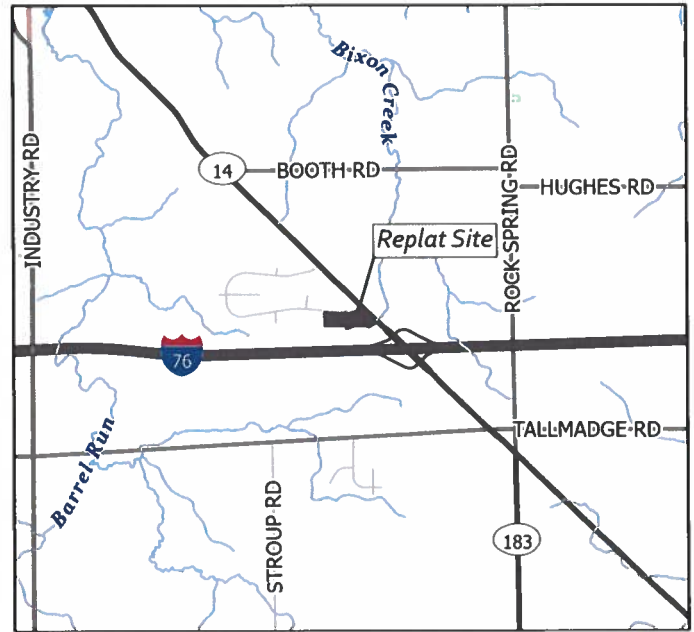
**ANALYSIS:** There are no floodplain or wetland restrictions on site.

**RECOMMENDATIONS:** Staff recommends conditional approval; Edinburg Township Trustees are meeting to approve the zoning change. There are a couple minor changes to the replat that need to be reviewed by tax map and the engineer's office, but they were not substantial corrections. The conditional approval should be up to 60 days.

## Exhibit 1

### Highlands of Edinburg Replat of Lot C-2 & CR-1

#### Edinburg Township



0 200 400 Feet

Streams  
Water

Township Boundary

0 0.5 1 Miles

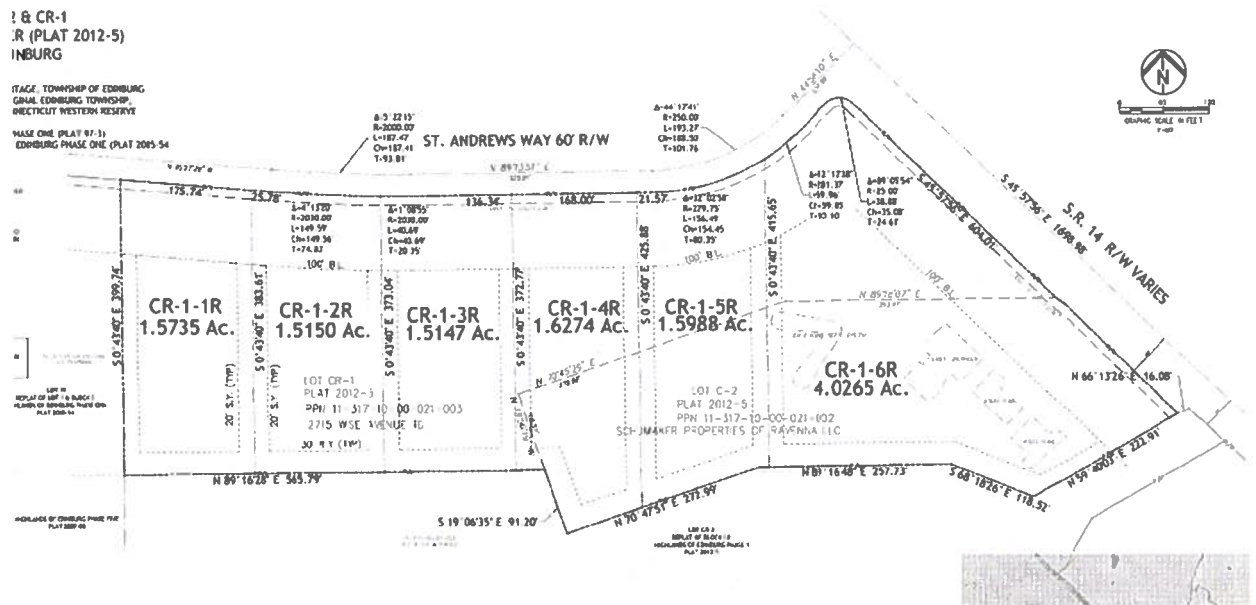


CR-1 & CR-1  
R (PLAT 2012-5)  
EDINBURG

STAGE, TOWNSHIP OF EDINBURG  
GRAND EDINBURG TOWNSHIP  
DIRECTLY WESTERN RESERVE

MADE ONE PLAT BY 1-3  
EDINBURG PHASE ONE (PLAT 2005-54)

## Exhibit 2 Replat



12/15/21



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



Soils



Exhibit 3

Highlands of Edinburg  
Replat of Lot C-2  
& CR-1

Edinburg Township

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

Wetlands & Floodplains





**REPLAT OF LOT 6  
IN CONGRESS LAKE HEIGHTS SUBDIVISION NO. 2  
PART OF LOT 14 IN SUFFIELD TOWNSHIP**

**Case No.** 22-27  
**Reviewed By:** Gail Gifford  
**Date Submitted:** 7-13-22  
**Due:** 8-13-22

**APPLICANT(S):** Cheryl D. Bowers

**REQUESTED ACTION & HISTORY:**

The applicant requests a review of the replat combining lot 6 to create subplot 6-R to place all buildings on one property.

**LOCATION: Vicinity Map (Exhibit 1)**

The replat is in Suffield Township north of the intersection of Congress Lake Road and Meadow Lark Drive in Congress Lake Heights Subdivision No. 2.

**SIZE & ZONING: (Exhibit 2)**

**Site zoning:** The site is zoned R-1 Low Density Residential.

	<u>Required</u>	<u>6-R</u>
Min. Lot Size	1.5 acres	4.3127 acres
Min. Frontage	150 feet	353.28 feet
Min. Lot Width	150 feet	353.28 feet

**LAND USE:** **Site:** The lot contains a house and garage. It is mostly wooded.

**Surrounding:** The surrounding area is residential with single family homes. The site is zoned R-1 and is bordered by Rural Residential (R-R) to the west of Congress Lake Road.

**UTILITIES:** The site has no access to central water or sewer.

**PHYSICAL LIMITATIONS TO DEVELOPMENT (Exhibit 3):**

**Soils:** The soils on the replat site, in order from highest to lowest percentage, are Chili-Oshtemo complex, 12 to 18% slope; Chili-Oshtemo complex, 18 to 25% slope; and Carlisle muck.

- Chili-Oshtemo complex, 12-18% slope (CtD): These are moderately steep soils on hilly kames. There can be areas with 30-40% gravel in the subsoil resulting in droughty spots. The hazard of erosion is severe if the surface of this soil is disturbed. Slope is the major limitation to non-farm uses.
- Chili-Oshtemo complex, 18-25% slope (CtE): These are steep slopes on hilly kames. The hazard of erosion is severe if the surface of this soil is disturbed.
- Carlisle muck (Cg): Wetness is the major limitation of this *hydric* soil. It is subject to subsidence if drained and is highly unstable for structures.

**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:**

	<b>Approval</b>	<b>Conditional Approval</b>	<b>Disapproval</b>	<b>No comment</b>
<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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Soil &amp; 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>Suffield 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 to comply with the Portage County Subdivision Regulations:

- 305.2 A: Survey date needs to be filled in.
- 305.2 C: Vicinity map is not legible on scan
- 305.2 D: Missing surveyor/engineer seal
- 305.2 P: Building setbacks should be shown as 50 feet according to the zoning.
- 305.2 Q: Missing surveyor seal and signature
- 305.2 T.5: Missing Tax Map approval. See list of corrections provided by Tax Map.
- 305.3 C: Missing building footprints
- Need sign-off by Health Department

**COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:**

This replat complies with Suffield Township zoning. This replat has been reviewed by the zoning inspector.

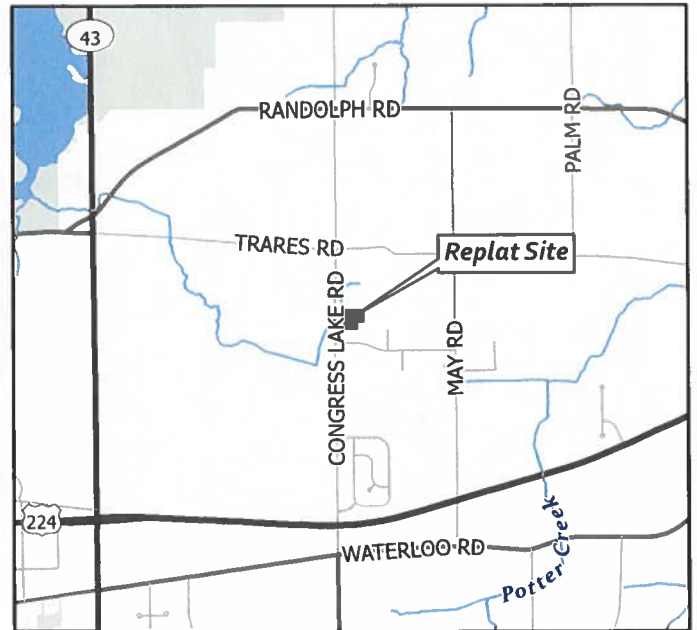
**ANALYSIS:** There are no floodplain or wetland restrictions on site.

**RECOMMENDATIONS:** Staff recommends approval of the replat if all corrections can be made by August 13. If changes are not completed, staff recommends an extension of time.

# Exhibit 1

## Congress Lake Heights Sub. No. 2 Replat of Lot 6

### Suffield Township



0 125 250 Feet

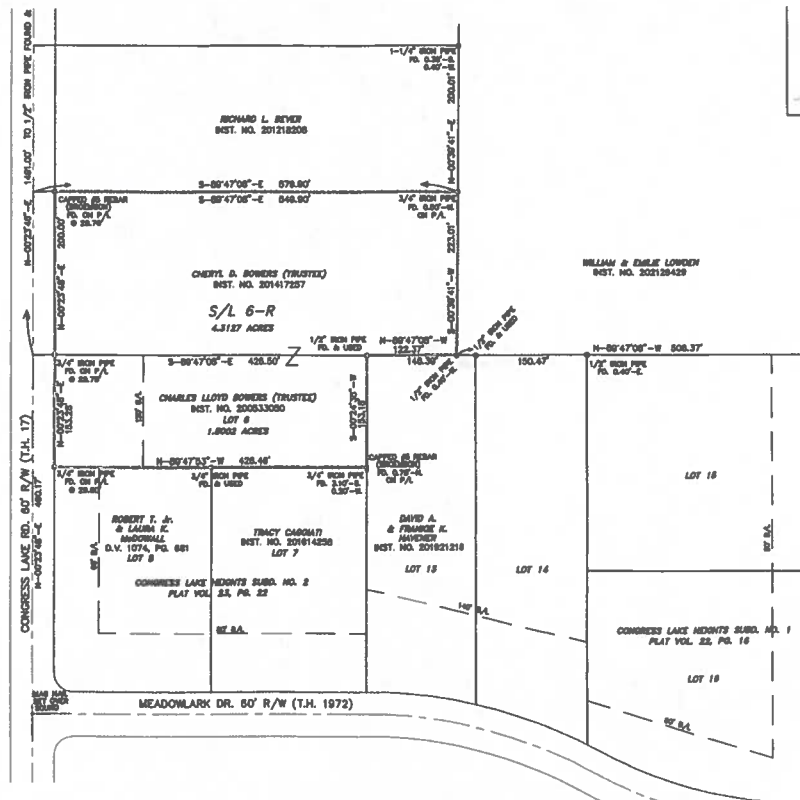
Streams  
Water

Township Boundary  
Parks

0 2,000 4,000 Feet



## Exhibit 2 Replat

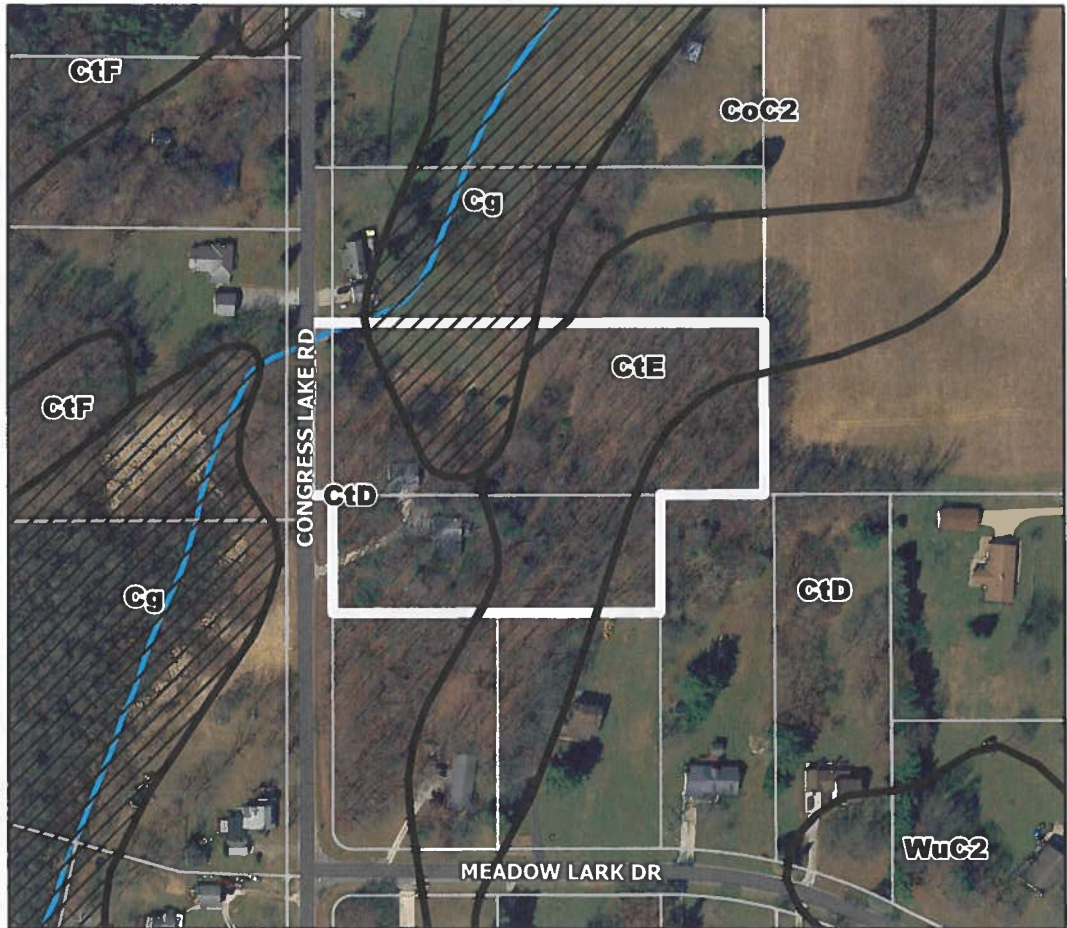


7/26/22



I HEREBY CERTIFY THAT THIS SURVEY WAS MADE IN ACCORDANCE  
Data Sources: Roads, Boundaries, & 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



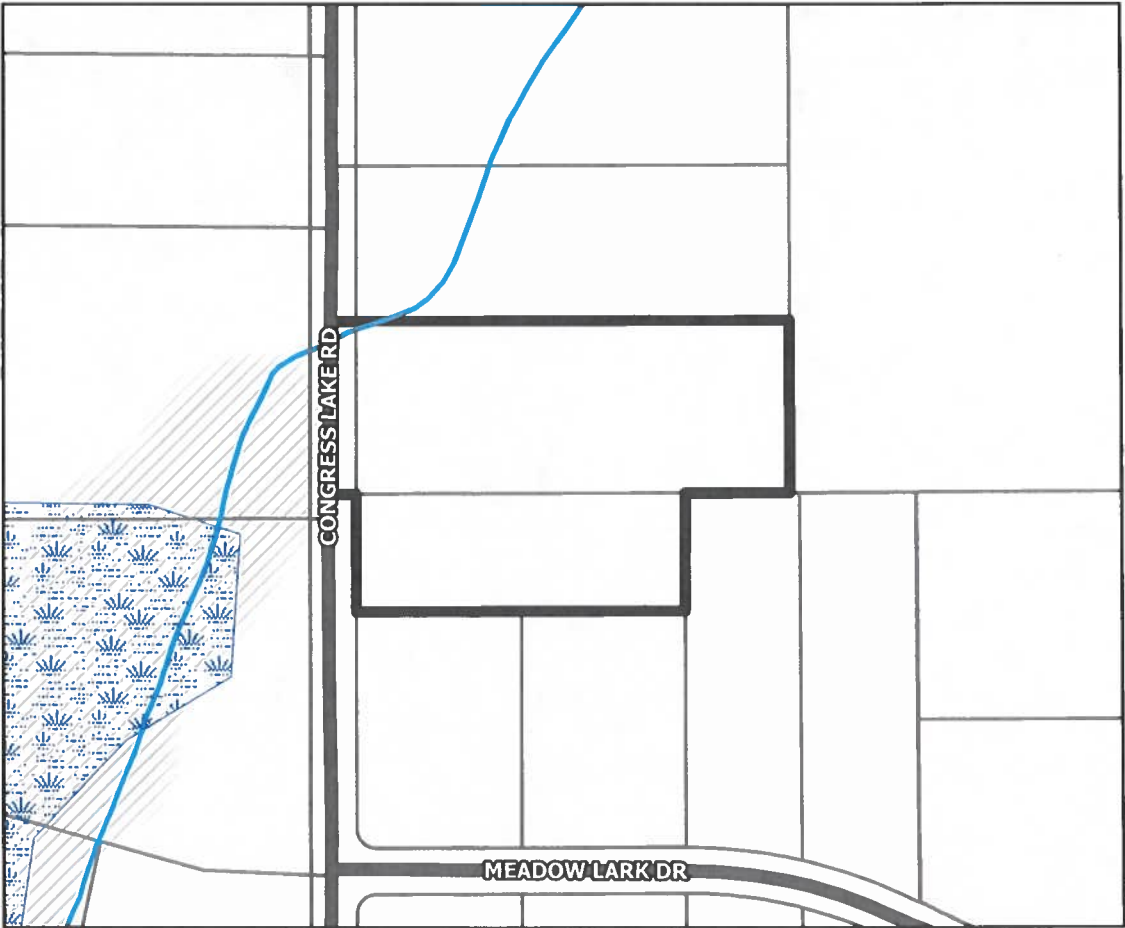
## Exhibit 3

### Congress Lake Heights Sub. No. 2 Replat of Lot 6

#### Suffield Township

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

## Wetlands & Floodplains



PCRPC 7/26/22

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.

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

Received: June 26, 2022  
Meeting Date: August 10, 2022

Reviewed by: Todd Peetz

Staff suggestions are in “ALL CAPS”

**Amendment 1  
Section 410.B.56(D)3**

**Proposed:**

**56.D(3) PROHIBITED USES: THE FOLLOWING ZONING CLASSIFICATIONS O-C, R-R, AND R-1 ARE NOT PERMITTED TO UTILIZE A PRD AS A CONDITIONAL USE.**

**Staff Comments:** The view we have is there are rural and very rural areas using the PRD to gain a considerable density bonus as compared to the straight zoning density that is permitted. This use of the PRD effectively changes the character of those areas.

The intent of a PRD district is to strive for the win/win, allowing a property owner to get a reasonable density while also preserving large areas to remain undeveloped.

The benefit is to also allow a property owner to work with their land's natural dichotomy of wetlands, steep slopes and wooded areas. Straight zoning does not factor those things in until platting and we will probably get fewer creative developments.

Staff would recommend a pause on the proposed change while we discuss changes to PRD/PUD/RRNOSO overlay districts.

In those more rural zoning districts maybe we should have larger separation buffers and less of a density bonus that would be more in keeping with the rural character.

**Staff Recommendations:** Staff would recommend not approving the proposed change at this time.



**Amendment 2**  
**Section 410.B.56(E)1**

**Proposed:**

**56.E(1)** DBF = The Density Bonus Factor applied to increase the base density. The following values shall be used to represent the " DBF " value in each of the Zoning Districts

~~O-C District = 0.90~~ ~~R-R District = 0.90~~ ~~R-1 District = 0.50~~ R-2 District = 0.60  
R-3 District = 0.90 R-4 District = 1.00 T-C District = 0.90

**Staff Comments:** There are significant density bonuses to develop a PRD in the O-C, R-R and R-1 zoning districts. This is primarily to encourage development that will also preserve land and in theory help maintain a rural atmosphere in these districts. The actual development looks more like an R-2 or R-3 zoning district.

Per our previous comments a solution would be to re-evaluate these density bonuses and to consider larger separation buffers for the more rural zoning districts.

We are also in the middle stages of addressing the PRD/PUD and RRNOSO overlay zoning districts. It may make sense to pause this proposed amendment while we work with Townships on how to better address their needs.

**Staff Recommendation:** Staff would recommend not approving the proposed changes at this time.

## BRIMFIELD TOWNSHIP ZONING COMMISSION

### Eliminating PRD from O-C, R-R, and R-1 Districts:

Mike Hlad explained that the zoning code currently permits planned residential developments a bonus density to allow for more houses. There is a provision that allows quarter acre lots or less. He feels the intent for the more rural districts is to avoid high-density housing and said it doesn't make sense to allow private residential developments in the lower-density rural areas. The other residential districts allow for more density and have water and sewer to maintain the development.

#### **MOTION #2022-30**

**Pat Blair** made a motion to remove PRD from R-R, O-C, and R-1 districts and to forward it to Regional Planning for their review. **Tom Johnson** seconded his motion. The motion passed unanimously.

Tom Johnson asked to enter an email into the minutes from Matt Adelman with the Portage County Auditors Office. The email is regarding property taxes when zoning districts change, and he mentions taxes would remain the same.

## WORK SESSION

### Town Center Historical Discussion

Todd Peetz was present to discuss historical properties in the Town Center. He showed the Commission an example of an inventory Regional Planning compiled for Ravenna. They did walking tours where the historic homes are mapped out with pictures and addresses, including oral histories of several of the properties. Regional Planning used interns and the Historical Society to pull the information together and with over 200 homes in the inventory, it cost Ravenna less than ten thousand dollars. Mr. Peetz said the inventory has given the citizens of Ravenna a greater appreciation of their history, has been good for tourism, and provides the general public with history.

At a previous meeting, it was asked if tax credits could be given to homes on the historical inventory. Mr. Peetz submitted this request to the state level as it doesn't seem to have been done before in Ohio.

Ron Jones invited everyone to an Ice Cream Social at the Kelso House on Saturday from 2-4pm for free ice cream and hot dogs.

- C. A shared parking agreement between the parties, stipulating the number of parking spaces to be used as a park and ride lot shall be subject to approval by the Board of Zoning Appeals.
- D. The design, location, and surface of the parking area shall be subject to approval of the Board of Zoning Appeals.
- E. All proposed signage shall comply with all applicable federal, state and county regulations as well as the provisions of this Resolution before approval can be granted by the Board of Zoning Appeals.

#### **56. Planned Residential Development (PRD)**

**A. Purpose:**

The Planned Residential Development (PRD) is established to promote the health and safety of the community through the application of flexible land development techniques in the arrangement and construction of dwelling units and roads. The regulations maximize the conservation of a significant portion of the site, while retaining uniform density/development rights for the property owner. The flexibility is intended to create enhanced living environments through the preservation of agriculture and rural character, and the protection of environmentally sensitive lands, wildlife habitats, scenic views and landscapes through the creation of permanent open space areas. In addition, the total number of dwelling units permitted within the PRD subdivision development is increased compared to the number of building lots that would be permitted if the site were developed as a conventional Subdivision (see Section E).

**B. Objectives:**

These regulations are intended to achieve the following objectives:

1. To conserve (within the framework of natural resource conservation) the rural quality of the community that is characterized by:
  - a. Large, aggregated, undeveloped land areas;
  - b. Scenic vistas and rural views;
  - c. Natural features such as woodlands, steep slopes, floodplains, wetlands, stream and river corridors, hedgerows, and rock outcroppings;
  - d. Appropriate topographic or vegetative screening;
  - e. Significant historic features such as old barns, heritage trees, etc.; and/or
  - f. Traditional rural settlement patterns characterized by clusters of compact groupings of development in otherwise wide-open spaces.



2. To maximize protection of the community's natural resources by:
  - a. Conserving areas of prime agricultural soils, to the extent possible;
  - b. Avoiding development on and destruction of sensitive natural resource areas;
  - c. Maintaining natural characteristics (such as woods, hedgerows, natural vegetation, meadows, slopes and streams);
  - d. Reducing the amount of disturbed land, the conversion of natural areas to landscaped areas for lawns, and the use of invasive vegetation; and
  - e. Reducing the quantity and improving the quality of storm water runoff from expected development.
3. To encourage more efficient use of land and public services through unified development.
4. To establish development review criteria which promotes creative design solutions in a manner which best conserves the area's resources.
5. To establish a review process that maintains local review and approval of the overall development plan and which results in the timely consideration of an application.
6. To ensure that the proposed PRD subdivision development complies with the objectives of Township as expressed in the Brimfield Township Land Use Plan.

**C. Minimum Project Area :**

The size of a tract of land proposed for a PRD project should be a minimum of twenty (20) acres, but shall not include any area within any existing public street rights-of-way. Parcels under twenty (20) acres may be deemed appropriate based on individual merits provided that the project shall meet the minimum open space requirements of this Section and the Portage County Subdivision Regulations.

The area proposed shall be in a single ownership or, if in multiple ownership, the application shall be filed jointly by all the owners of the properties included in the PRD subdivision development.

**D. Uses:**

Within a PRD subdivision development, all buildings, structures, or premises shall be used or designed for the following uses:

1. Permitted Uses:

Compatible residential, open space, and recreational uses may be combined, provided that the proposed location will not adversely affect adjacent property, and/or the public health, safety and general welfare.

- a. Detached single-family dwellings.
  - b. Single-family cluster dwellings.
  - c. Single-family attached dwellings.
  - d. Parks and recreational facilities for use by residents.
  - e. Restrictive open space as required by these regulations.
  - f. Common open space as required by these regulations.
  - g. Accessory buildings and uses incidental to primary use. Such uses shall be situated on the same lot with the principal building.
  - h. Home Occupations in accordance with the provisions of Section 515.00.
  - i. Signs as regulated by Chapter 7.
2. Conditionally Permitted Uses:
- a. Home Based Businesses, subject to the provisions of Chapter 4 and Section 400.10.B subsection 50.
  - b. Parks and recreational facilities designed for active recreational uses, subject to the provisions of Chapter 4 and Section 400.10.B subsections 1, 2, 4, 6, 12, 54.
  - c. Wireless telecommunication service facilities proposed by a public utility company and subject to local zoning procedures; subject to the provisions of Chapter 4 and Section 400.10.B subsection 63.

**E. Permitted Density:**

1. The residential density of a PRD subdivision development may be designed to be comprised of more dwelling units than the number of dwelling units permitted if the site were developed as a conventional subdivision.

The potential number of residential dwelling units permitted on a parcel to be developed as a PRD subdivision development may be up to, but not to exceed the total number of residential dwellings based upon the following formula (rounded to the nearest whole number):

$$\{ \{ TA - ( PR + OP + CNA ) \} / Z \} / DBF = PD$$

Where:

TA = The total acreage of the proposed development area, excluding all acreage in existing road and other public right-of-ways.

PR = The assumed roadway acres necessary to develop the site as a conventional subdivision. This figure will represent ten (10) percent of total acreage of the proposed development area, excluding any existing road right-of-way.

OP = The acreage required by the Portage County Subdivision Regulations for open space. This figure will represent five (5) percent of total acreage of the proposed development area, excluding acreage calculated for PR. This figure is only used on lots of twenty (20) acres or more in size.

CNA = The total acreage of the site comprised of the following Critical Natural Area characteristics and features: steep slopes of eighteen (18) percent or more; permanent bodies of water to include lakes, ponds, rivers, streams, etc.; wetlands, floodplains and areas of the site determined to contain threatened and/or endangered animal and plant species.

Z = The minimum lot area acreage required for the proposed types of dwelling units in the corresponding zoning district.

DBF = The Density Bonus Factor applied to increase the base density. The following values shall be used to represent the " DBF " value in each of the Zoning Districts  
(4/15/2005) (#2005-095)

O-C District = 0.90

R-R District = 0.90

R-1 District = 0.50

R-2 District = 0.60

R-3 District = 0.90

R-4 District = 1.00

T-C District = 0.90

PD = The maximum number of residential dwelling units permitted in the PRD subdivision development.

2. In the event an applicant disagrees with the results of the formula, the applicant may present a yield plan. The yield plan shall graphically show the proposed site developed in accordance with the conventional zoning requirements of the zoning district the property is located in. In addition, the yield plan shall identify all of the critical natural areas of the site in order for the Board of Zoning Appeals to determine the appropriate number of buildable lots associated with the site.
3. The Density Credit may be granted when the following conditions are met (4/15/2005) (#2005-095)

- A. The PRD is located adjacent to other zoning districts or existing residential developments where similar densities exist.
- B. Existing residential dwelling units that will directly abut the PRD shall be buffered by an open space buffer strip of a minimum of thirty (30') feet in width.

**F. Restricted Open Space:**

**1. Restricted open space shall be calculated in one of the following ways:**

**a. Forty (40%) Percent Open Space Area Allocation**

- 1. Restricted open space shall be calculated after subtracting ten (10) percent for assumed roadway acres necessary to develop the site and any acreage associated with the site that makes up the existing road right-of-way from the total acreage of the parcel to be developed.
- 2. A minimum of forty (40) percent of the net area, after the roadway adjustment, shall be reserved in perpetuity for public and/or private open space and recreational facilities.
- 3. The restricted open space area may be utilized for passive and/or active recreational use and related facilities and improvements, providing the requirements of Section F.2.b are satisfied.

**b. Twenty (20%) Percent Open Space Area Allocation**

- 1. Restricted open space shall be calculated after subtracting ten (10) percent for assumed roadway acres necessary to develop the site and any acreage associated with the site that makes up the existing road right-of-way from the total acreage of the parcel to be developed.
- 2. A minimum of twenty (20) percent of the net area, after the roadway adjustment, shall be reserved in perpetuity for public and/or private open space and recreational facilities, providing that active recreational facilities (see Section H.2) are designed, constructed and improved for use within the entire minimum open space area.
- 3. Improvements include, but are not limited to playground equipment, picnic tables, backstops, hard surface courts (basketball, tennis, etc.), swimming pools, hard surface hike and bike trails and crossings, buildings, parking facilities, storm water management systems for the active recreational facilities and not for other improvements to the site, and landscaping.
- 4. The required recreational facility improvements shall be integrated on one-hundred (100) percent of the minimum open space area. Additional land area not requiring recreational improvements may be included into the open space area.

5. Once completed, the recreational facilities shall be owned, maintained and controlled by the PRD's Association in compliance with Section G.3.b.
  6. The construction of the recreational facilities and all related improvements shall begin with the initial phase of the PRD subdivision development and shall be completed and fully functional within two (2) years of the date of issuance of the Conditional Zoning Certificate.
2. Restricted open space shall be exclusive of all streets and non-recreational buildings. Significant natural areas and amenities such as tree stands, ponds, ravines and stream banks and channels should be left in their natural state and considered part of the required open space. The design of the restrictive open space area shall be governed by the following standards:
- a. If the amount of area to be reserved as restricted open space is calculated by using the formula of Section F.1.a.1 then permanent bodies of water, wetlands and floodplains may comprise no more than fifty (50) percent of the total required open space area, providing one-hundred (100) percent of the total open space area is incorporated into the design of the PRD subdivision development to meet the following objectives:
    1. Arrangement of the dwelling units is done in such a way that eighty (80) percent of the dwelling units and/or the buildings containing the dwelling units face onto or back onto the restricted open space.
    2. Restricted open space should be arranged to create isolated groupings of dwelling units and/or the buildings containing the dwelling units as opposed to an uninterrupted row of dwelling units and/or the buildings containing the dwelling units fronting along a roadway.
  - b. The creation of Common Open Space:

Each development is required to set aside a minimum amount of restricted open space that shall be dedicated for public use or reserved for the common use of all property owners or tenants within the proposed development as common open space. At a minimum, the amount of restricted open space area that shall be dedicated as common open space shall be equivalent to the amount of land area required by the Portage County Subdivision Regulations. The land area devoted to common open space shall be suitable for both passive and active recreation and shall not be comprised of wetlands and floodplains.
  - c. Restricted open space shall include to the extent possible, a combination of the most sensitive and noteworthy natural scenic and cultural features such as:
    1. Scenic views, with first priority give to scenic views from existing affronting and abutting public roadways.

2. Prime farmland.
  3. Mature woodlands.
  4. Aquifer recharge areas.
  5. Highly permeable soils.
  6. Wildlife habitat areas.
  7. Historic, archaeological or cultural features.
- d. A restricted open space buffer zone shall be created along the frontage of existing roads and abutting parcels:
1. Restricted open space buffers along existing roads.

An open space buffer shall be preserved on existing roads fronting or abutting the parcel to be developed. The open space buffer shall be a minimum of sixty (60) feet back from the road right-of-way with each parcel shall be judged on its own merits. The maximum open space buffer depth required shall be two-hundred-fifty (250) feet, however, the developer is permitted to make use of an open space buffer with a greater depth (see Figure 56.F.2.d.1). Each parcel shall be judged on its own merits.

A PRD subdivision development that includes plans for allowing natural or manmade features, such as trees or hills alongside the roadways to further shield the view of the development from the existing roadway will be allowed a shallower buffer.

A PRD subdivision development that includes plans for unobstructed views from the existing roadway will be required to have a deeper buffer in order to minimize the perceived density of site improvements. The depth of an open space buffer shall be established early in the plan review process.

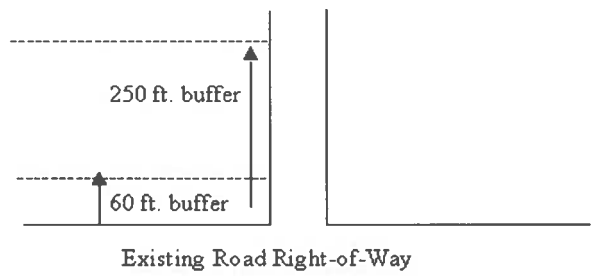


Figure 56.F.2.d.1

2. Open space buffers along the perimeter of abutting neighboring parcels.

A buffer of fifty (50) feet wide shall be designed on the perimeter of the project having no frontage on an existing road. (4/15/2005) (#2005-095)

3. Individual buildings shall not infringe into either of the frontage or perimeter open space buffer areas.

- e. All restricted open space areas shall have a minimum width of fifty (50) feet.

**G. Standards for Restricted Open Space:**

1. General Standards

The restricted open space required in Section F shall comply with the following:

- a. Restricted open space shall be designed and located to conserve significant natural features and historical and cultural elements located on the site.
- b. Areas designated for restricted open space purposes may be:
  1. Preserved in its natural state.
  2. Designed and intended for the use and/or enjoyment of residents of the proposed development.
  3. Utilized for farming when authorized in a conservation easement or in the Association's covenants and restrictions.
- c. Restricted open space shall be interconnected with open space areas on abutting parcels wherever feasible.
- d. Sewage service, storm water management, and/or water supply facilities may be located partially or entirely within restricted open space areas. Where such facilities are so located, easements satisfactory to the appropriate agency/entity shall be established to require and enable maintenance of such facilities by the appropriate parties.
- e. Except as otherwise provided in this Section, in order to encourage the creation of large areas of contiguous open space, areas that shall not be considered restricted open space include:
  1. Private roads and public road rights of way.
  2. Parking areas, access-ways, and driveways, other than for approved active recreational facilities.

3. Required setbacks between buildings, parking areas, and project boundaries.
  4. Required setbacks between buildings and streets.
  5. Minimum spacing between buildings, and between buildings and parking areas.
  6. Private yards.
  7. A minimum of fifteen (15) feet between buildings and restricted open space.
  8. Other small fragmented or isolated open space areas that have a dimension of less than fifty (50) feet in any direction.
  - f. Any restricted open space intended to be dedicated as a common open space area for parks and recreational activities shall be of a usable size and shape for the intended purposes.
  - g. Any area within the restricted open space that is disturbed during construction or otherwise not preserved in its natural state, such as required setback areas, and both sides of new streets shall be landscaped with vegetation that is compatible with the natural characteristics of the site.
  - h. The restricted open space, including any recreational facilities that are to be constructed shall be clearly shown on all development plans.
2. Prohibition of Further Subdivision of Restricted Open Space.

Restricted open space shall be prohibited from further subdivision or development by deed restriction, conservation easement, or other agreement in a form acceptable to the Township's legal counsel, and duly recorded in the Office of the Recorder of Portage County.

3. Ownership of Restricted Open Space

Subject to such permanent restriction as set forth above, the restricted open space may be owned by an association, the township, a land trust or other conservation organization recognized by the Township, or by a similar entity, or may remain in private ownership.<sup>1</sup> Such conveyances shall assure that the use of the restricted open space shall be in accordance with the PRD requirements.

- a. Offer of Dedication:

The township may, accept dedication in the form of fee simple ownership of the restricted open space.

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<sup>1</sup> PDR Subdivisions and the open space requirements must also comply with Portage County Subdivision Regulations, governed by the Portage County Regional Planning Commission.



**b. Association:**

Restricted open space may be held by the members of a Condominium Association or may be held in common ownership by a Homeowners Association, or similar entity. The Township's legal counsel shall determine that, based on documents submitted with the development plan, the association's bylaws or code of regulations specify the following requirements:

1. Membership in the Association shall be mandatory for all purchasers of lots in the development or units in the condominium.
2. The association shall be authorized under its bylaws to place liens on the property of owners who fall delinquent in payment of such dues or assessments.
3. The Association shall be responsible for maintenance, control, and insurance of common areas, including the required open space.
4. The association shall make provisions in the bylaws for necessary repairs or replacements of septic system leachfields located in the common open space.

**c. Transfer of Conservation Easements:**

With the permission of the Township, the owner(s) of the restricted open space may, in accordance with the provisions of ORC 5301.67-70, grant a conservation easement to any of the entities listed in ORC 5301.68, provided that:

1. The entity is acceptable to the Township.
2. The provisions of the conservation easement are acceptable to the Township.
3. The conveyance contains appropriate provisions for assignment of the conservation easement to another entity authorized to hold conservation easements under ORC 5301.68 in the event that the original grantee becomes unwilling or unable to ensure compliance with the provisions of the conservation easement.

**d. Private Ownership of Restricted Open Space:**

The Board of Zoning Appeals may allow restricted open space to be retained by the applicant or other private entity subject to all standards and criteria for restricted open space herein including its' preclusion from being developed.

**e. Ownership of the Common Open Space**

The area dedicated as common open space shall forever be accessible for use by all the residents and their guests. Any transfer of ownership of the common open space shall be

only to the Home Owners Association or dedicated to the public. Transfer of ownership to anyone other than the HOA or other approved public entity shall be approved by the Board of Zoning Appeals and must be consistent with the intent of these regulations.

**H. Restricted Open Space Uses:**

**1. Passive Uses:**

Agricultural, wildlife and nature preserves, water wells, septic disposal facilities, storm water retention areas landscaped screens and buffers, driveways (other than to dwellings), and passive recreation (including but not limited to walking, hiking, biking, horseback riding, sledding and skiing on natural surfaces) and other uses similar in character and potential impact.

**2. Active Uses:**

Recreation such as playgrounds, playing fields or courts for organized sports, swimming pools, picnic areas, hard surface hike and bike trails, community center and any buildings, structures, supporting facilities, and driveways and parking areas proposed in relation to the forgoing.

**3. Further subdivision of restricted open space lands or their use for other than those uses listed in Subsection Section H.1 and Section H.2 shall be prohibited.**

**I. Maintenance of Restricted Open Space:**

1. The owner of the restricted open space, shall be responsible for raising all monies required for maintenance of the open space. Failure to adequately maintain the open space in reasonable order and condition constitutes a violation of these Regulations.
2. In the event the owner fails to maintain the open space in reasonable order and condition in accordance with the approved open space development plan, the Zoning Inspector may serve written notice upon the owner setting forth the manner in which said owner has failed to maintain the open space in reasonable condition and directing the owner to remedy same within thirty (30) days.
3. Failure to achieve such remedy within the specified time shall be cause for action by the township in the same manner as other zoning violations.

**J. Sewage Disposal:**

Development shall be served by individual or public sewage disposal facilities consistent with the Portage County systems. Individual sewage disposal systems shall comply with all applicable regulations of the Portage County Health Department and may be located within restricted open space areas when approved by the township and the Portage County Health Department.

K. Deleted (7/31/2007) (#2007-310)

L. Development and Site Planning Standards:

Buildings, structures, pavement, and streets shall be located in compliance with the following development and site planning standards.

1. Ownership: Any ownership arrangement, including, but not limited to, fee simple lots and condominiums, is permitted in a conservation development. Regardless of the ownership of the land, the arrangement of the dwelling units shall comply with the spacing requirements of this section.
2. Lot Requirements:
  - a. Units are not required to be on lots. However, when lots for standard detached single-family dwellings or sublots for single-family cluster or attached dwelling units are included as part of the development, such lots or sublots shall be of sufficient size and shape to accommodate dwelling units in compliance with the spacing requirements of this section.
  - b. The applicant shall depict on the development plan the maximum parameters, or building envelopes, to indicate where buildings shall be located, and shall demonstrate that such building locations will be in compliance with the spacing requirements of this section.
3. Setback From Restricted Open Space:

The minimum setback from the restricted open space for all buildings, structures and other improvements shall be fifteen (15) feet.
4. Minimum Front Yard Depth From Road Right-of-Way:
  - a. The minimum setback from a proposed local public road right-of-way shall be twenty-five (25) feet.
  - b. The minimum setback from the centerline of a private road shall be:
    1. Fifty-five (55) feet if roadway design incorporates open ditching.
    2. Fifty (50) feet if roadway design incorporates curb and gutter.
5. Principal Building Spacing Requirements:

The minimum separation between dwellings shall be thirty-five (35) feet. (Revised 7/31/2007) (#2007-310).
6. Accessory Building Spacing Requirements:

- a. Accessory buildings shall be placed to the rear or side of the residence.
- b. The minimum setback from a dwelling shall be twenty (20) feet.
- c. All accessory buildings shall to be at least twelve (12) feet apart.
- d. The minimum setback from side and rear lot lines shall be six (6) feet.

**7. Maximum Building Height:**

- a. Principal building: Thirty-five (35) feet.
- b. Accessory buildings: as specified in Section 510.03.

**8. Street Design Criteria:**

- a. Street alignments shall follow natural contours and be designed to conserve natural features.
- b. Locations of streets shall be planned to avoid excessive storm water runoff.
- c. The area of the project devoted to streets and related pavement shall be the minimum necessary to provide adequate and safe movement through the development.
- d. Single-loaded residential access streets are preferred in order that the maximum number of homes in the open space development may enjoy views of the open space areas. Where foreground meadows are created between existing public roadways and such single loaded residential streets, residences shall be located on the far side of the access streets as seen from the public roadways.
- e. The road design shall incorporate as much as possible, commons or ovals rather than cul-de-sacs.

**9. Pedestrian Circulation Systems:**

- a. A pedestrian circulation system shall be included in the development and shall be designed to ensure that pedestrians can walk safely and easily throughout the development. The pedestrian system shall provide connections between properties and activities or special features within the open space system and need not always be located along streets.
- b. Trails for which public right of passage has been established should be incorporated in the pedestrian circulation system.

**10. Maximum Lot Coverage:**

The maximum lot coverage per parcel shall be in accordance with Section 510.01.J of this Resolution, except with the use of single-family clustered dwellings.

**11. Parking and Loading Requirements:**

Parking and loading requirements as specified in Chapter 6.

**M. Environmental/Cultural Resource Design Criteria:**

In addition to the development and site planning standards set forth in Section 307.13 all elements of a PRD development shall be designed in accordance with the following criteria to ensure that the project is appropriate for the site's natural, historical, and cultural features and meets the objectives of this district.

1. Conservation of Prime Farmland: Farmland that satisfies the USDA definition of "prime" or "locally unique" farmland should be conserved.
2. Conservation of Existing Scenic Vistas and Visual Quality of the Environment: Buildings should be located to ensure that scenic views and vistas are unblocked or uninterrupted.
3. Conservation of Woodlands, Vegetation, and other Naturals Area: The design and layout of the development should conserve, maintain, and incorporate existing wooded areas, meadows, and hedgerows and tree lines between fields or meadows, especially those containing significant wildlife habitats.
4. Conservation of Wildlife Habitats: Wildlife habitat areas of species listed as endangered, threatened, or of special concern by the U.S. Environmental Protection Agency and/or by the Ohio Department of Natural Resources shall be protected.
5. Conservation of Cultural Resources: Sites of historic, archaeological, or cultural value and their environs shall be protected insofar as needed to safeguard the character of the feature, including stonewalls, spring houses, barn foundations, underground fruit cellars, earth mounds, and burial grounds.
6. Conservation of Sloping Land: The road system and buildings should be located to minimize changes to the topography and the need for cutting and filling.

**57. Private Parking Lots and Garages**

- A. Private "pay-to-park" parking lots and garages are limited to paved surface lots, ramped garages and car stackers and mechanical garage facilities.
- B. A parking facility shall provide for at least one-hundred (100) parking spaces, except in the T-C Zoning District. Within the T-C Zoning District, a parking facility shall provide for at least fifty (50) parking spaces.

**ROOTSTOWN TOWNSHIP  
ZONING CODE AMENDMENT  
August 2022**

Received: July 21, 2022  
Meeting Date: August 10, 2022

Reviewed by Todd Peetz

**Underlined Text is new text and ~~struck-out~~ text is proposed to be deleted. All CAPs are staff suggested language.**

**Amendment 1  
Section 610.01**

**Rationale:** The intent is to make clear that a zoning certificate is required for demolition of a structure. In practice we have issued demolition permits for years, but oftentimes residents will tear down a structure without a permit.

**Section 610.01 Existing:**

No building or structure shall be erected, constructed, enlarged, structurally altered, or moved in whole or in part, and no use shall be established or changed in the unincorporated area of Rootstown Township prior to the issuance of a Zoning Certificate. A Zoning Certificate shall be issued only when the plans for the proposed use, building or structure fully comply with the regulations set forth in this Zoning Resolution, unless a variance has been approved by the Board of Zoning Appeals.

**Section 610.01 Proposed (shown in bold):**

No building or structure shall be erected, constructed, enlarged, structurally altered, **demolished**, or moved in whole or in part, and no use shall be established or changed in the unincorporated area of Rootstown Township prior to the issuance of a Zoning Certificate. A Zoning Certificate shall be issued only when the plans for the proposed use, building or structure fully comply with the regulations set forth in this Zoning Resolution, unless a variance has been approved by the Board of Zoning Appeals.

**Staff Comment:** This is an amendment to further clarify when a zoning certificate is needed.

**Staff Recommendation:** Approval as Submitted.

**Amendment 2  
Section 610.10**

**Rationale:** Rootstown township is interested in a 6-month expiration for demolitions, as opposed to 12 months for all other zoning certificates. In many cases the structures being demolished are dangerous or unsafe, which justifies the need for a shorter time frame.

### Section 610.10 Existing:

A Zoning Certificate shall become void at the expiration of 12 months after the date of issuance unless, prior thereto, construction is begun, or an extension has been granted by the Zoning Inspector. If no construction is begun within one year of the date of the certificate and an extension has not been granted, a new application and certificate shall be required. Construction is deemed to have begun when all necessary excavation and piers or footers of the structure included in the application have been completed. The date of expiration shall be noted on the zoning certificate. Unfinished construction projects on which no progress is made for 180 days shall be considered abandoned and may be declared a nuisance.

### Section 610.10 Proposed (shown in bold):

A Zoning Certificate shall become void at the expiration of 12 months after the date of issuance unless, prior thereto, construction is begun, or an extension has been granted by the Zoning Inspector. If no construction is begun within one year of the date of the certificate and an extension has not been granted, a new application and certificate shall be required. Construction is deemed to have begun when all necessary excavation and piers or footers of the structure included in the application have been completed. The date of expiration shall be noted on the zoning certificate. Unfinished construction projects on which no progress is made for 180 days shall be considered abandoned and may be declared a nuisance. **A zoning certificate issued for demolition without new construction shall become void at the expiration of 6 months after the date of issuance unless, prior thereto, demolition has begun, or an extension has been granted by the Zoning Inspector.**

**Staff Comment:** This is additional language to address new construction and to provide additional clarification.

**Staff Recommendation:** Approval as submitted.

## Amendment 3 Section 340.04 C

**Rationale:** To allow residents to live in an existing dwelling during construction of a new dwelling on the same lot, while also ensuring that the existing dwelling will be removed in a timely manner upon completion of the new dwelling. This amendment has already been made in our other residential districts; however, the lake district is regulated in a separate chapter, so we want to add it there as well.

### Section 340.04 C Existing:

- C. One Dwelling per Lot. There shall not be more than one dwelling constructed on a lot.

### Section 340.04 C Proposed (shown in bold):

- C. One Dwelling per Lot. There shall not be more than one dwelling constructed on a lot.
1. **In the case of replacing an existing dwelling, residents shall have 120 days to demolish the old dwelling once an occupancy permit has been issued for the new dwelling.**

**Staff Comment:** Providing a time line is good and sooner rather than later is better in most cases. The 120-days seems to be shorter than the standard 6 months or a 180 days. Just an observation and no procedural change needed.

**Staff Recommendation:** Staff would recommend approval.





TO: Portage County Regional Planning Commission  
FROM: Zoning Commission  
DATE: July 21, 2022  
RE: Proposed Amendment to Zoning Resolution – 2022-008

At our regular meeting on July 19, 2022, a motion was passed to amend Section 610.01 of the Zoning Resolution.

**Section 610.01 Existing:**

No building or structure shall be erected, constructed, enlarged, structurally altered, or moved in whole or in part, and no use shall be established or changed in the unincorporated area of Rootstown Township prior to the issuance of a Zoning Certificate. A Zoning Certificate shall be issued only when the plans for the proposed use, building or structure fully comply with the regulations set forth in this Zoning Resolution, unless a variance has been approved by the Board of Zoning Appeals.

**Section 610.01 Proposed (shown in bold):**

No building or structure shall be erected, constructed, enlarged, structurally altered, **demolished**, or moved in whole or in part, and no use shall be established or changed in the unincorporated area of Rootstown Township prior to the issuance of a Zoning Certificate. A Zoning Certificate shall be issued only when the plans for the proposed use, building or structure fully comply with the regulations set forth in this Zoning Resolution, unless a variance has been approved by the Board of Zoning Appeals.

**Rationale:** The intent is to make clear that a zoning certificate is required for demolition of a structure. In practice we have issued demolition permits for years, but oftentimes residents will tear down a structure without a permit.

Please provide your input and recommendations to secretary Jordan Michael, 4152 Tallmadge Road, Rootstown, OH 44272 or [rootstownzoning@sbcglobal.net](mailto:rootstownzoning@sbcglobal.net).

JM



TO: Portage County Regional Planning Commission  
FROM: Zoning Commission  
DATE: July 21, 2022  
RE: Proposed Amendment to Zoning Resolution – 2022-009

At our regular meeting on July 19, 2022, a motion was passed to amend Section 610.10 of the Zoning Resolution.

**Section 610.10 Existing:**

A Zoning Certificate shall become void at the expiration of 12 months after the date of issuance unless, prior thereto, construction is begun, or an extension has been granted by the Zoning Inspector. If no construction is begun within one year of the date of the certificate and an extension has not been granted, a new application and certificate shall be required. Construction is deemed to have begun when all necessary excavation and piers or footers of the structure included in the application have been completed. The date of expiration shall be noted on the zoning certificate. Unfinished construction projects on which no progress is made for 180 days shall be considered abandoned and may be declared a nuisance.

**Section 610.10 Proposed (shown in bold):**

A Zoning Certificate shall become void at the expiration of 12 months after the date of issuance unless, prior thereto, construction is begun, or an extension has been granted by the Zoning Inspector. If no construction is begun within one year of the date of the certificate and an extension has not been granted, a new application and certificate shall be required. Construction is deemed to have begun when all necessary excavation and piers or footers of the structure included in the application have been completed. The date of expiration shall be noted on the zoning certificate. Unfinished construction projects on which no progress is made for 180 days shall be considered abandoned and may be declared a nuisance. **A zoning certificate issued for demolition without new construction shall become void at the expiration of 6 months after the date of issuance unless, prior thereto, demolition has begun, or an extension has been granted by the Zoning Inspector.**

**Rationale:** Our township is interested in a 6-month expiration for demolitions, as opposed to 12 months for all other zoning certificates. In many cases the structures being demolished are dangerous or unsafe, which justifies the need for a shorter time frame.

Please provide your input and recommendations to secretary Jordan Michael, 4152 Tallmadge Road, Rootstown, OH 44272 or [rootstownzoning@sbcglobal.net](mailto:rootstownzoning@sbcglobal.net).

JM



TO: Portage County Regional Planning Commission  
FROM: Zoning Commission  
DATE: July 21, 2022  
RE: Proposed Amendment to Zoning Resolution – 2022-010

At our regular meeting on July 19, 2022, a motion was passed to amend Section 340.04 C of the Zoning Resolution.

**Section 340.04 C Existing:**

- C. One Dwelling per Lot. There shall not be more than one dwelling constructed on a lot.

**Section 340.04 C Proposed (shown in bold):**

- C. One Dwelling per Lot. There shall not be more than one dwelling constructed on a lot.
1. **In the case of replacing an existing dwelling, residents shall have 120 days to demolish the old dwelling once an occupancy permit has been issued for the new dwelling.**

**Rationale:** To allow residents to live in an existing dwelling during construction of a new dwelling on the same lot, while also ensuring that the existing dwelling will be removed in a timely manner upon completion of the new dwelling. This amendment has already been made in our other residential districts; however, the lake district is regulated in a separate chapter, so we want to add it there as well.

Please provide your input and recommendations to secretary Jordan Michael, 4152 Tallmadge Road, Rootstown, OH 44272 or [rootstownzoning@sbcglobal.net](mailto:rootstownzoning@sbcglobal.net).

JM

**PORTAGE COUNTY REGIONAL PLANNING COMMISSION  
WORK PROGRAM REPORT  
JULY 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 August. The review team met on July 28<sup>th</sup> and discussed minor updates.
- 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](http://www.portagecounty-ohio.gov/regional-planning-commission). We have moved everything from our old website over to the County's website.

- Vision Plan is available on our website send feedback to [planning@pcrpc.org](mailto: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	1 Application	0 Lots
Variances	0 Applications	
Minor Subdivisions	1 Application	2 Lots

#### **b. Divisions of Land**

5+ Acre Lot Divisions	0 Applications	0 Lots
<u>Transfers. To Adj. Prop.</u>	<u>3 Applications</u>	<u>3 Transfers</u>
	<b>5 Applications</b>	<b>2 Lots Created</b>

## **E. REGIONAL COORDINATION AND OTHER CONTINUING ACTIVITIES**

### **1. Other Member Services as Requested**

- Atwater Township
- Brimfield Township  
Attended zoning amendment meeting with the Township Zoning Commission.
- Franklin Township  
Helping with a zoning issue related to medical marijuana
- Freedom Township  
Working on a CDBG project with the Township and the Historical Society. Also looking into grant opportunities for possibly a community center and parks grant.
- Garrettsville Village
- Hiram Township
- Hiram Village
- Mantua Township  
Historic preservation district and developing an interactive structures map for the 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. We will be looking into resubmitting a pre-application for a Target of Opportunities grant. Pre-application for a residential public infrastructure grant has been submitted.
- Nelson Township  
Discussing a possible subdivision
- Palmyra Township
- Paris Township
- Randolph Township
- Ravenna City  
Working with them on their Critical Infrastructure Grant. Also working on a historic properties story map, thanks to the Jack Schaefer Foundation.
- Ravenna Township  
Working on a historic properties story map, thanks to the Jack Schaefer Foundation.
- Rootstown Township  
Updated Zoning maps and began the process for an income survey. Submitted a NatureWorks Grant
- Shalersville Township  
Helped to update their zoning resolution and create a map of the new project area at SR44 and the Turnpike.
- Suffield Township
- Sugar Bush Knolls
- Windham Township
- Windham Village  
Working with them on their Critical Infrastructure Grant. As well as a CDBG project in the 2020 cycle.

## **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 July meeting.

### **4. Portage County Housing Services Council**

- Attended July 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 July 28th. The topic was about the PRD, PUD and RRNOSO subdivision regulation updates. **The next meeting will be held October 27<sup>th</sup>.** The meeting will be at Shalersville Township townhall. There will be a variety of discussion topics for this meeting.

### **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 three (3) 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 26<sup>th</sup>.
- Vision Plan comments closed on July 1.
- Comprehensive Plan meeting in August TBD.

#### **10. Historic Properties /Interactive Map**

- Using the known historic structures for Ravenna City and Ravenna Township.
- Working with the Portage County Historical Society, Reed Memorial Library and other local historians.
- Final product will include an interactive overview of Ravenna's historic structures, providing local history and education with the potential of tourism and with the intent of furthering community pride.

#### **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.

### **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.
- **Ravenna Car Show August 3<sup>rd</sup>. Celebration Dinner September 22<sup>nd</sup>.**



**CDBG REPORT**  
**August 2022**  
**Work Through July 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 1<sup>st</sup> 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.

***Construction has started and all work is expected to be completed by the end of August.***

**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 is in compliance with 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.

***Construction has completed except the hand railings. Installation of the hand railings are expected to be completed by the end of August along with the striping of the handicapped parking spaces.***

**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.

***There were three (3) requests for assistance received in July. Two (2) calls were located in Ravenna City and one (1) call was in the City of Kent.***

**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.

*To date we have received 93 applications for the Streetsboro Senior Assistance Program.*

*To date 61 households have been assisted with lawn mowing of which 298 lawn mows were completed. Thirty-Six (36) households have been assisted with leaf removal, of which 72 leaf cleanups were completed. Fifty-Nine (59) households have been assisted with snow plowing, of which 139 snow plowings were 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.

*One home repair has been completed and have received one home repair out to bid.*

#### **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.

### **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.

*A notice was published in the Record Courier as well as posted on the County's website for the RFQ for engineering services. The RFQ was also mailed to seven (7) engineers. The RFQ is due by 2:30 p.m. on August 17, 2022.*

**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.

***Contract is in place and a Notice to Proceed has been issued. A pre-construction meeting as well as a community meeting is being scheduled.***

**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 – 1033 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.

*Specifications has been received for the painting/cleaning. Waiting on the specifications for the flooring and HVAC.*

**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 - \$45,000 (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 - \$65,000 (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.

**Public Service – PARTA Bus Route - \$25,000 (CDBG)**

The funds will be used to create a bus route with PARTA from the City of Ravenna to a central point in the City of Streetsboro to assist the unemployed LMI individuals who live within the City of Ravenna who may not have access to a car to get to the multiple employment opportunities that are available within the City of Streetsboro.

**Clearance Activities – Citywide Demolition Program - \$37,500 (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

**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 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> 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 is not yet available. A pre-application will be submitted as soon as it becomes available.***

**2022 RESIDENTIAL PUBLIC INFRASTRUCTURE GRANT – MANTUA VILLAGE - \$616,880**  
**(Includes RPC Administration) (CDBG) + \$591,880 (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.

***A pre-application has been submitted. Waiting on response from OCD.***

**PORTAGE COUNTY RPC**  
**FINANCIAL STATEMENT**  
**July 31, 2022**

	Month to Date		Year to Date	
<b>Beginning Cash Balance</b>	<b>\$ 116,464.06</b>	<-- July 1st-->	<b>\$ 41,713.41</b>	<-- Jan. 1st
<b>Total All Receipts</b>	<b>\$ 2,024.77</b>		<b>\$ 285,267.78</b>	
<b>Total All Expenditures</b>	<b>\$ 36,982.17</b>		<b>\$ 245,474.53</b>	
<b>Ending Cash Balance</b>	<b>\$ 81,506.66</b>	<--July 31st -->	<b>\$ 81,506.66</b>	

<b>REVENUES</b>	<b>Budget</b>	<b>M-T-D</b>	<b>Y-T-D</b>	<b>Accts Recvble</b>	<b>Balance</b>	<b>% recvd</b>
RPC Membership Dues	242,747.00	-	195,092.84	-	47,654.16	80%
Subdivisions	18,000.00	605.00	11,260.00	-	6,740.00	63%
Copies/Misc.(community over hrs)	2,000.00	497.34	2,410.98	669.74	(410.98)	121%
Grant (State)	-	-	-	-	-	0%
Rental Income	22,300.00	250.00	11,275.00	250.00	11,025.00	51%
Contracts	14,500.00	672.43	10,660.38	-	3,839.62	74%
Contract Portage County	151,400.00	-	54,568.58	13,241.29	96,831.42	36%
Other	-	-	-	-	-	0%
Refund/Reimbursement	-	-	-	-	-	0%
<b>TOTAL REVENUE</b>	<b>450,947.00</b>	<b>2,024.77</b>	<b>285,267.78</b>	<b>14,161.03</b>	<b>165,679.22</b>	<b>63%</b>
January 1, 2022 Unencumbered						
<b>Cash Balance</b>	<b>38,003.00</b>					
<b>TOTAL CERTIFICATE OF RESOURCES</b>	<b>488,950.00</b>					

<b>EXPENDITURES</b>	<b>Budget</b>	<b>M-T-D</b>	<b>Y-T-D</b>	<b>Encumbered</b>	<b>Balance</b>	<b>% expend</b>
3 Salaries	295,043.00	19,489.75	151,556.51	-	143,486.49	51%
3 PERS	39,906.00	2,728.59	21,054.09	-	18,851.91	53%
3 Medicare	4,133.00	269.84	2,090.33	-	2,042.67	51%
3 Workers Comp	4,846.00	331.34	2,576.54	-	2,269.46	53%
3 Unemployment	-	-	-	-	-	0%
3 Health Insurance	81,294.00	4,534.30	38,517.80	-	42,776.20	47%
4 Travel/Training	4,646.00	-	43.17	56.83	4,546.00	2%
4 Dues	726.00	-	615.00	100.00	11.00	98%
4 Publications	250.00	-	-	-	250.00	0%
4 Utilities	5,310.00	505.59	4,456.12	768.99	84.89	98%
4 Advertising	350.00	-	73.50	156.50	120.00	66%
4 Telephone	1,400.00	187.84	662.34	-	737.66	47%
4 Postage	1,200.00	-	500.00	500.00	200.00	83%
4 Repairs	2,250.00	61.37	1,682.96	534.19	32.85	99%
4 Equip/Copier/Postage meter Leases	4,200.00	239.00	1,673.00	1,195.00	1,332.00	68%
4 Professional & Technical Services	3,253.00	-	-	-	3,253.00	0%
4 Photocopying/Printing	2,500.00	120.68	1,389.04	1,032.96	78.00	97%
4 Audit Services	4,500.00	-	-	3,700.00	800.00	0%
4 Legal Services	10,000.00	833.33	5,833.35	4,166.65	-	100%
4 Insurance (Bonding)	354.00	-	354.00	-	-	100%
5 Supplies	3,260.00	134.54	899.94	630.06	1,730.00	47%
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	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%
<b>TOTAL 2022 EXPENDITURES</b>	<b>489,275.00</b>	<b>36,982.17</b>	<b>241,763.57</b>	<b>17,841.18</b>	<b>229,670.25</b>	<b>53%</b>
<b>2021 Carryover Encumbrances</b>						
Computers	3,296.42	-	3,296.06	-	0.36	100%
Software	414.90	-	414.90	-	-	100%
<b>Total 2021 Encumbrances</b>	<b>3,711.32</b>	<b>-</b>	<b>3,710.96</b>	<b>-</b>	<b>0.36</b>	
<b>GRAND TOTAL</b>	<b>492,986.32</b>	<b>36,982.17</b>	<b>245,474.53</b>	<b>17,841.18</b>	<b>229,670.61</b>	



**CDBG FUNDS**  
**07/31/22**

FUND	BEGINNING CASH BALANCE	RECEIPTS	EXPENDITURES	ENDING CASH BALANCE
Rav City Critical Infrastructure	1,435.16	1,700.00	241.31	2,893.85
Windham Village Critical Infrastructure	575.93	2,000.00	541.27	2,034.66
Formula 2020 Grant (BF-20)	58,818.70	28,800.00	47,489.50	40,129.20
<b>TOTAL</b>	<b>60,829.79</b>	<b>32,500.00</b>	<b>48,272.08</b>	<b>45,057.71</b>

07/31/22

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	\$ -	\$ 309.03	\$ 147,690.97	\$ -	\$ 500.00	\$ 147,500.00
Fair Housing Program	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ -
Streetsboro City Home Repair	\$ 82,500.00	\$ 11,460.00	\$ 11,460.00	\$ 71,040.00	\$ -	\$ 11,460.00	\$ 71,040.00
Streetsboro City Public Services	\$ 45,000.00	\$ 9,827.50	\$ 35,524.75	\$ 9,475.25	\$ -	\$ 45,000.00	\$ -
Water/Sewer for Haven of Portage County	\$ 225,200.00	\$ -	\$ 225,200.00	\$ -	\$ -	\$ 225,200.00	\$ -
Freedom Twp Hall ADA	\$ 24,800.00	\$ -	\$ 677.52	\$ 24,122.48	\$ 23,800.00	\$ 24,800.00	\$ -
Streetsboro City Administration	\$ 22,500.00	\$ 672.43	\$ 21,951.64	\$ 548.36	\$ -	\$ 22,500.00	\$ -
Portage County Administration	\$ 72,000.00	\$ 12,045.49	\$ 66,207.86	\$ 5,792.14	\$ 5,000.00	\$ 72,000.00	\$ -
RLF FUNDS FOR HAVEN OF PORTAGE COUNTY	\$ 88,433.00	\$ 13,484.08	\$ 88,433.00	\$ -	\$ -	\$ 88,433.00	\$ -
<b>TOTALS</b>	<b>\$ 718,433.00</b>	<b>\$ 47,489.50</b>	<b>\$ 459,763.80</b>	<b>\$ 258,669.20</b>	<b>\$ 28,800.00</b>	<b>\$ 499,893.00</b>	<b>\$ 218,540.00</b>

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
02-3 Pratt Street Improvements	\$ 66,700.00	\$ -	\$ 119.50	\$ 66,580.50	\$ 200.00	\$ 200.00	\$ 66,500.00
02-4 Pratt Street Water Facility Improvements	\$ 166,900.00	\$ -	\$ -	\$ 166,900.00	\$ -	\$ -	\$ 166,900.00
1-1 General Administration	\$ 20,000.00	\$ 241.31	\$ 5,086.65	\$ 14,913.35	\$ 1,500.00	\$ 7,900.00	\$ 12,100.00
<b>TOTALS</b>	<b>\$ 253,600.00</b>	<b>\$ 241.31</b>	<b>\$ 5,206.15</b>	<b>\$ 248,393.85</b>	<b>\$ 1,700.00</b>	<b>\$ 8,100.00</b>	<b>\$ 245,500.00</b>

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	\$ 541.27	\$ 1,965.34	\$ 23,034.66	\$ 2,000.00	\$ 4,000.00	\$ 21,000.00
<b>TOTALS</b>	<b>\$ 452,100.00</b>	<b>\$ 541.27</b>	<b>\$ 1,965.34</b>	<b>\$ 450,134.66</b>	<b>\$ 2,000.00</b>	<b>\$ 4,000.00</b>	<b>\$ 448,100.00</b>

02-1  
01-1

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

Description	Draw	RPC Admin	Stormwater Funds	ADDRESS
budget amount -->		60,355.69	\$ 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		\$ 18,694.50	3788 St. Rt 44, Rootstown
				4695 St Rt 225, Diamond
				5861 Laubert Road, Atwater
			\$ -	
			\$ 371,392.40	
		50,100.73	\$ 78,607.60	
		10,254.96		
TOTAL				

**\$94,208.87 TOTAL RECAPTURED THROUGH 07/14/2022**

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	