

AGENDA

PORTAGE COUNTY REGIONAL PLANNING COMMISSION

WEDNESDAY, DECEMBER 12, 2018

REED MEMORIAL LIBRARY
167 EAST MAIN STREET, JENKINS ROOM
RAVENNA

4:30 P.M.

I. CALL TO ORDER

II. *APPROVAL OF NOVEMBER 14, 2018 MEETING MINUTES

III. SUBDIVISIONS

- *1. Replat and Variance in the "*Nanway Airpark No. 1*" on Nanway Blvd., Lot 59 in Shalersville Township, P.C. Regional Airport Authority, applicant (**Approval of an Extension of Time Until February 13, 2019**)
- *2. Replat of Blocks D-R and the Addition of the Speedway (Block Q" in the "*Brimfield Crossings Subdivision*" on State Route 43, Lots 32 and 33 in Brimfield Township, Speedway, LLC., applicant. (**Approval of an Extension of Time Until January 9, 2019**)
- *3. Replat of Sublots 25-R, 27 and 28 in the "*Olde Mill Run Allotment*" on Bryar Court, Lot 64 in Randolph Township, Jeffrey Feciuch, applicant
- *4. Variance to Section 420, Blocks of the Portage County Subdivision Regulations for "*Cranberry Creek (Phase 3 & 4)*", Cranberry Farm, LLC., applicant.
- *5. Preliminary Plan of "*Cranberry Creek (Phase 3 & 4)*" on Sandy Lake and Lynn Road, Lots 10 & 11 and 26 & 27 in Brimfield Township, Cranberry Farm, LLC., applicant
- *6. Replat of Sublots 8 and 9 in the "*Ravenna Building Company Allotment No. 2*" in Block "Q" on Muzzy Avenue, Lot 20 in Rootstown Township, Mark Hirst, applicant
- *7. Replat of Sublots 20 and 21 in the "*Roland Hills Subdivision*", on Roland Hills Drive, Lot 71 in Brimfield Township, Steve Bable, applicant.

IV. ZONING

- *1. Shalersville Township Text Amendment Re: Section 368, Residential Uses in LI-D; Section 814, Basis of Determination

**Needs Action*

V. ***SUFFIELD TOWNSHIP LAND USE PLAN**

VI. **EXECUTIVE COMMITTEE**

A. **WORK PROGRAM**

1. November 2018 Work Program Report
2. November 2018 CDBG Report

B. **FINANCE**

- *1. November 2018 Financial Statements
- *2. Authorization to Enter into Contract with the Portage County Board of Commissioners for Administration of the 2018 Critical Infrastructure Grant Program Funds for the Village of Windham (Resolution No. 18-15)
- *3. 2019 Budget for the Portage County Regional Planning Commission (Resolution No. 18-16).
- *4. 2018 Regional Planning Commission Appropriation Adjustment (Resolution No. 18-17)

VII. **DIRECTOR'S REPORT**

VIII. **OTHER BUSINESS**

Next Meeting – Wednesday, January 9, 2019 – REED MEMORIAL LIBRARY, JENKINS ROOM, 167 EAST MAIN STREET, RAVENNA, OHIO 44266

IX. **ADJOURNMENT**

**Needs Action*

**Minutes
Portage County Regional Planning Commission
November 14, 2018**

Portage County Regional Planning Commission dated November 14, 2018 at 4:35 p.m. The meeting was held in the Portage County Regional Planning Commission Meeting Room, 124 North Prospect Street, Ravenna.

Members Present:

Atwater Twp., John Kovacich	Brimfield Twp., Mike Hlad	Franklin Twp., Joe Ciccozzi
Freedom, Jeffrey Derthick	Garrettsville Vill., Rick Patrick	Hiram Twp., Steve Pancost
Hiram Vill., Robert Dempsey	Mantua Vill., Paula Tubalkain	Nelson Twp., Kevin Cihan
Palmyra Twp., Sandy Nutter	Randolph Twp., Victoria Walker	Ravenna Twp., Jim DiPaola
Ravenna City, Frank Seman	Rootstown Twp., Joe Paulus	Suffield Twp., Adam Bey
Windham Twp., Rich Gano	Windham Vill., Deborah Blewitt	Sugar Bush Knolls Vill., Jim Beal
PARTA, Clayton Popik	Water Resources, Tia Rutledge	Portage Park District, Allan Orashan
P.C. Commissioner, Vicki Kline		
P.C. Commissioner, Sabrina Christian-Bennett		
P.C. Commissioner, Mike Kerrigan		

Alternates Present:

P.C. Commissioner Kerrigan Alternate, Jim Greener

Staff Present:

T. Peetz	E. Beeman	L. Reeves	G. Miller
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Members Absent:

Mantua Twp., Victor Grimm	Paris Twp., Ed Samec	Shalersville Twp., Ronald Kotkowski
Streetsboro City, Glenn Broska	Soil & Water, James Bierlair	
County Engineer, Mickey Marozzi		

Public Present

Dan Spicer, Paris Township

The Regional Planning Commission meeting was called to order by Chairman, Jim DiPaola.

APPROVAL OF OCTOBER 10, 2018 MEETING MINUTES

The October 10, 2018 minutes were presented. J. Kovacich made a motion to approve the minutes as presented. Motion seconded by J. Paulus. Motion carried with 24 Yeas.

SUBDIVISIONS

Replat of Sublots 4, 5 and 6 in the "Trade Winds No. 1" on Tallmadge and Hunters Ridge Drive, Lot 28 in Brimfield Township, Jacob Reuting, applicant

The applicant is requesting approval to combine three lots into one in order to build a fence. Currently there is a single-family home on the lot.

Staff recommends approval of the replat as submitted. A motion was made by D. Blewitt to follow staff recommendation. Motion seconded by R. Patrick. Motion carried with 24 Yeas.

Replat of Sublots 25-R, 27 and 28 in the "Olde Mill Run Allotment" on Bryar Court, Jeffrey Feciuch, applicant

The applicant is requesting approval to split a lot between two lots so that they have enough room for a septic system and to construct a single-family home.

There are a number of items that need to be corrected before staff can recommend approval of the replat and they are as follows:

- Approval from the Tax Map Department
- Owner's signatures are needed on the replat
- Location map needs to be added
- All existing structures need to be shown on the replat

Staff recommends an extension of time until December 12, 2018 in order to allow time to correct the items that were in non-compliance with the P.C. Subdivision Regulations.

A motion was made by V. Kline to approve an extension of time until December 12, 2018. Motion seconded by J. Kovacich. Motion carried with 24 Yeas.

Replat of Blocks D-R and the Addition of the Speedway (Block Q" in the "Brimfield Crossings Subdivision" on State Route 43, Lots 32 and 33 in Brimfield Township, Speedway, LLC., applicant.

A motion was made by R. Gano to approve an extension of time until December 12, 2018. Motion seconded by J. Paulus. Motion carried with 24 Yeas.

Preliminary Plan of "Cranberry Creek (Phase 3 & 4)" on Sandy Lake and Lynn Road, Lots 10 & 11 and 26 & 27 in Brimfield Township, Cranberry Farms, LLC., applicant

A motion was made by M. Hlad to accept the preliminary plan for review. Motion seconded by J. Greener. Motion carried with 24 Yeas.

ZONING

Charlestown Township Rezoning from Residential to Business on State Route 5 – Report presented by T. Peetz

Amendment No. 1

Charlestown Township is proposing to rezone 14 properties located along State Route 5 to be rezoned from R-1, Residential to B-1, Business. The proposed amendment is to allow for the existing development of mostly commercial uses along State Route 5 to be consistent with the zoning district. The existing properties are primarily a fuel and gas operation, mining and other miscellaneous commercial.

The surrounding area to the north and west are predominantly residential and to the south and east are mostly vacant or mining on the north side of State Route 5. There are three property owners in the subject rezoning.

It is not anticipated at this time that additional traffic will be created with the zoning change.

The proposed zoning change is in keeping with the current uses in the area. Staff would recommend approval of the rezoning of 14 parcels from R-1, Residential to B-1, Business. A motion was made by V. Kline to follow staff recommendation. Motion seconded by D. Blewitt. Motion carried with 24 Yeas.

Rootstown Township Text Amendment – Report presented by T. Peetz

Amendment No. 1

Rootstown Township is proposing the following under Section 310.08.C, Attached Garage Required:

- C. ~~Attached~~ Garage Required: Every dwelling unit except a multi-family unit shall have an attached or detached, enclosed garage with a minimum area of 240 square feet. On new construction without an attached garage, the first detached structure shall be considered a garage. Any additional structures shall be considered accessory buildings. All detached garages shall meet the requirements of an accessory building.

The beginning of Section 310.08 states “all dwelling units shall be erected, altered, moved, maintained or occupied only in accordance with the following”. Therefore, a dwelling without an attached garage cannot be altered unless the proposed alteration includes an attached garage. The proposed change would allow such dwellings to be conforming as long as they had an attached garage or detached garage.

Staff recommends approval of the proposed amendment to Section 310.08.C. as proposed.

Amendment No. 2

Rootstown Township is proposing under Section 350.07.A and 370.06.A to allow the height of buildings in the R-O, V-C, C-1, C-2 and C-3 Districts of up to 50 feet except in the C-3 District, taller structures may be approved by the Board of Zoning Appeals as a conditional use.

Section 350.07.A is the height regulation for commercial districts, and Section 370.06.A is the height regulation for industrial districts. Since these regulations were last amended in 1999, the Fire Department has purchased a ladder truck and is now equipped to handle a building of this height in the event of a fire.

Staff recommends approval of the amendment as proposed.

Amendment No. 3

Rootstown Township is proposing a new definition for Automobile Service Station. The definition proposed is as follows:

"MOTORIZED VEHICLE SERVICE CENTER (See also gasoline Station): A building, part of a building, structure or space which is used for the retail sale of lubricants and motor vehicle accessories, the routine maintenance and service and the making of repairs to motor vehicles, except that repairs described as major repairs in **MOTORIZED VEHICLE AUTO REPAIR GARAGE** shall not be permitted."

Staff recommends approval of the proposed amendment as proposed.

A motion was made by J. Paulus to follow staff recommendations for Amendments No. 1 – 3. Motion seconded by J. Kovacich. Motion carried with 24 Yeas.

Randolph Township Text Amendment – Report presented by T. Peetz

Amendment No. 1

Randolph Township is proposing add a definition of "shipping containers". Randolph Township is proposing the following definition:

Shipping/Storage Container: These vessels are such as were originally designed for or used in the packing, shipping, movement or transportation of freight, articles, goods or commodities. These include but are not limited to standardized re-usable containers such as: cargo containers, transport containers, shipping containers, portable site storage containers, Portable On-Demand Storage units (PODS), railroad cars, and titled vehicles. Shipping/storage containers are classified as accessory structures.

There is not one standard definition of either a shipping container or accessory structure. Shipping/storage containers being an accessory structure can be further regulated on size and number. The sections that address accessory structures may want to have a limit in size or number to help track any misuse of accessory structure(s) and shipping/storage containers. The accessory structures should

also address the location of accessory structures i.e. not permitted in the front yard or only allowed in the rear yard.

Staff recommends approval of the proposed amendment. A motion was made by R. Patrick to follow staff recommendation. Motion seconded by R. Dempsey. Motion carried with 24 Yeas.

EXECUTIVE COMMITTEE

Work Program

October, 2018 Work Program Report

Todd presented the October 2018 Work Program Report.

- **Update of Portage County Subdivision Regulations** – A meeting was held in November to review and finalize the comments. The next meeting is scheduled for December 4, 2018.
- **Brimfield Township** – Staff is looking at updating the zoning districts to determine if there is an opportunity to reduce or realign them so they do not have as many zoning districts. Staff also updated their zoning map.
- **Hiram Township** – Actively is looking for grant opportunities to support projects they would like grant funding for.
- **Mantua Township** – Staff is continuing to help with coordination of the Mantua Center School Development Plan.
- **Mantua Village** – They are considering an income survey to be able to apply for a CDBG grant.
- **Randolph Township** – Staff assisted with language for storage containers.
- **Ravenna City** – Staff has continued to work on finalizing their Land Use Plan. The next meeting will be held with City Council and is to be determined.
- **Ravenna Township** – Staff is assisting the Township with their JEDD. Staff is also assisting the Township with potential zoning amendments.
- **Shalersville Township** – Staff assisted with some map updates and other data gathering for their records.
- **City of Streetsboro** – A Master Plan Community Meeting was held on September 13th and the 20th. The next meeting will be held on November 13, 2018 with their Planning Commission.
- **Suffield Township** – Todd attended a meeting on October 10th with their Planning Commission relating to their Land Use Plan and the next meeting will be held on November 14, 2018.

- Windham Village – Staff has completed the first draft of their Land Use Plan.
- Portage County Storm Water Program – Home Sewage Repair and Replacement Program – We have 11 applications in process and 7 home sewage repairs have been completed.
- Local Government Innovation Fund County-Wide Parks and Recreations Collaboration and Coordination Plan – We are combining financial resources from another grant for the creation of an interactive website. The grant has been extended until December 31, 2018.
- Local Government Innovation Fund Marketing and Branding (Planning) Grant – Staff will be requesting an extension on this grant.
- Celebrate Portage!/Visioning In Portage (VIP) – The next meetings won't start until January 2019.

Grant Report

2018 CDBG Critical Infrastructure Grant (Ravenna City) - \$500,000

The application was not funded. An in person technical meeting was held with the State on November 7, 2018 to discuss the application. The application is due by November 16, 2018.

2018 CDBG Critical Infrastructure Grant (Windham Village) - \$285,700

The application was funded and we are waiting on the grant agreement.

ODNR: Nature Works Grant – Garrettsville Village – Palmyra Township

The Nature Works Grants submitted on behalf of the Village of Garrettsville and Palmyra Township was funded.

October 2018 CDBG Report

2018 Community Development Allocation Grant

The grant agreement has been signed by the Commissioners and returned to OCD. An environmental review will be required to be completed for each activity in order to obtain release of funds.

2018 CDBG Critical Infrastructure Grant – Windham Village

Once the grant agreement is signed an environmental review will be completed for each activity in order to obtain release of funds.

Finance

October, 2018 Financial Statement

J. DiPaola stated that the Executive Committee reviewed the October, 2018 financial statements and recommends acceptance.

J. Paulus made a motion to approve the October, 2018 financial statements as presented. Motion seconded by A. Orashan. Motion carried with 24 Yeas.

Authorization to Enter into an Agreement with the Portage County Prosecutor's Office for Legal Services for 2018 (Resolution No. 18-13)

Todd presented Resolution No. 18-13 which is authorization to enter into an agreement with the Portage County Prosecutor's Office for legal services for an amount not to exceed \$10,000.

A motion was made by K. Cihan to approve entering into contract with the Portage County Prosecutor's Office for legal services. Motion seconded by A. Orashan. Motion carried with 24 Yeas.

OTHER BUSINESS

Appointment of Vice Chairman Pro Tempore – J. DiPaola

J. DiPaola noted that he has appointed S. Bennett to replace Tom Smith as Vice Chairman Pro Tempore to finish out the term.

Shipping Containers - Fox 8 News – J. DiPaola

J. DiPaola said there was a report about shipping containers on Fox 8 News. J. DiPaola said that it was noted that shipping containers are going to be the next tiny home. They were saying on the news that a shipping container can be made into a house in a matter of days.

Shipping containers do not meet any square footage requirements in most of the townships that do have square footage requirements in their zoning regulations.

J. Paulus also said that some of the shipping containers have radioactive chemicals embedded in them and that it cannot be cleaned out. J. Paulus said that if a person gets a brand new one they are okay but if it is used then there could be chemicals embedded in it.

Next Meeting

J. DiPaola announced that the next Regional Planning Commission meeting will be held on December 12, 2018 at 4:30 p.m. and will be held at the Reed Memorial Library.

DIRECTOR'S REPORT

Sale of 122, 124, 126 and 128 North Prospect Street, Ravenna

Todd said he was not sure as to when the sale of the building will go back out to bid however in the meantime we are anticipating renting out the facility until it's sold.

ADJOURNMENT

J. DiPaola adjourned the meeting at 5:10 p.m.

Minutes approved at the December 12, 2018 Meeting.

Jim DiPaola, Chairman

Todd Peetz, Secretary



Meeting called to order on November 14, 2018 at: 3:40 p.m.

In Attendance: J. Beal A. Orashan J. DiPaola S. Nutter
S. Bennett D. Blewitt

Staff: T. Peetz E. Beeman

J. DiPaola opened the meeting at 3:40 p.m. The minutes of October 10, 2018 were presented. S. Bennett made a motion to dispense with the reading of the minutes and made a motion to approve the minutes as presented seconded by J. Beal. Motion carried unanimously.

S. Bennett will finish the term of T. Smith as Vice Chairman of the Executive Committee due to his death.

WORK PROGRAM as reported by T. Peetz

Update of Portage County Subdivision Regulations

Todd reported the steering committee met in November to review and finalize all comments for the updating of the Subdivision Regulations. There is another meeting scheduled for December 4th.

Planning Administration

A total of 11 subdivision applications were submitted during the month of October 2018 creating 82 new lots. (77 lots are located in Cranberry Creek)

Brimfield Township

Staff has been working with the township on the Brimfield Crossing Replat. Staff updated their zoning map. Staff have been asked to look into their zoning districts of which there are 17 and possibly narrow it down to something more manageable.

Hiram Township

Staff have been actively looking for grant opportunities to support projects they would like us to help find grant funding for.

Mantua Township

Todd reported staff continues to help the Mantua Center School development plan.

Mantua Village

The village is considering conducting an income survey to be able to apply for Neighborhood or Downtown Revitalization funds.

Randolph Township

Staff proposed new language for storage containers.



Ravenna City

Staff finalized the future land use map and plan. Staff met with the Planning Commission on July 31st to discuss the newly created Land Use Plan. The next meeting will be with the City Council and is to be determined.

Ravenna Township

Staff is assisting the city and township officials with their newly established JEDD. Staff is assisting with potential zoning amendments.

Rootstown Township

Staff processed a zoning text amendment re: Section 310.08 Attached garage; Section 350.07.A & 370.96 Height of Buildings; Section 150.02B Automobile service station; Section 350.03E Motorized vehicle services center. They are on today's full commission agenda for discussion/review.

Shalersville Township

Todd reported they have been asking for assistance with their zoning resolution and map updates.

Streetsboro City

RPC staff attended MPRC meetings on September 13th and September 20th for the update to their Master Plan. Todd reported he was asked not to attend the Planning Commission on November 13th.

Suffield Township

Todd reported he will attend the November 14th Planning Commission meeting in relation to their Land Use Plan.

Windham Village

Staff has completed the first draft of their newly created Land Use Plan. Todd will set up a meeting with Mayor Blewitt to review the plan. A tentative meeting has been scheduled for 10:00 a.m. on November 15, 2018. Todd reported both he and Mayor Blewitt attended an opportunity zone meeting in Columbus, on November 13, 2018. The two opportunity zones for Portage County are Windham Village and Windham Township.

Portage County Land Reutilization Corporation (Land Bank)

The next scheduled meeting will be January 7th 2019 at the Reed Memorial Library.

Portage County Storm Water Program

Todd reported there are a total of 10 homeowners that have been helped to replace failing septic systems thus far. One homeowner has already repaid the funds back to the Stormwater Program. Five homeowners are currently in process of being funded. Work will begin shortly



to help two homeowners with laying sewer laterals. Staff continues to take applications to help homeowners replace failing systems.

LGIP County-wide Parks and Recreation Collaboration and Co-ordination Plan

Todd reported talking to a web designer who is working with the Park District. This project is 90% complete. An extension has been requested and granted to December 31, 2018.

LGIP Branding/Marketing Grant

Todd reported he requested an extension until next year to complete the grant. Todd needs to get input from communities are doing to market themselves. The grant will also look to better market our local schools. We will be looking to develop ideas that will help brand Portage County as well as the cities, villages and townships.

Celebrate Portage

Nothing new to report until next year.

Todd announced the Village of Windham did have a critical infrastructure grant funded in the amount of \$200,000 from Ohio Development Services along with an additional \$85,700 match from the County Revolving Loan Fund.

Todd reported both Garrettsville Village (\$26,910) and Palmyra Township (\$21,592) were awarded NatureWorks funds from round 25.

2015 CDBG Formula Grant

Neighborhood Facility/Community Center – Mantua Township Elevator

The elevator is operating at this time however it is not ready for state inspection. The township needs to have the required fire alarm/elevator monitoring devices installed. The contractor has completed the lobby punch list items. The contractor will contact the state to complete an inspection after the Township completes the required fire alarm/elevator monitoring devices are installed. Lisa continues to check with township officials to see if there is progress being made towards project completion.

2016 CDBG Formula Grant

Neighborhood Facilities/Community Center (Coleman Adult Day Services)

CDBG funds will be used to replace 215 lights of 21 different types located throughout the building, exterior walkways and parking. A detailed on-site study was completed by YESCO Electrical Supply on July 23, 2018. The specifications have been completed for the RFP and were mailed to various electrical contractors. The RFP will be due by 2:00 p.m. on August 22, 2018. Two RFP's were received on August 22, 2018 however, the bids are being rejected due to the method of bidding used. The State has indicated the project must be bid out using the small purchase procurement method. Staff requested a 3-month extension however, the state



did not approve the requested extension therefore we will not be able to complete the project. Funds that were drawn to begin this project are in process of being returned to the State.

2018 CDBG Formula Grant

Once the grant agreement is received and signed by the Commissioners and OCD an environmental review will be completed for each activity in order to obtain release of funds.

Water Facility Improvements – Ravenna Head Start Waterline

Funds in the amount of \$81,000 are being used to run a waterline that will enable the Ravenna Head Start facility to tap into the City of Ravenna water system due to multiple issues with their current well including not having adequate water pressure and sufficient water to the facility.

Demolition – Windham Township

There is a residential structure and a church located on the same piece of property that is zoned residential. The former church was constructed in the early 1900's and has started to decay and is now to the point of collapse. Funds in the amount of \$52,000 are being used to dismantle and haul the building's structural components to an approved landfill, pump, crush and fill the septic system and fill, grade and seed the site.

Neighborhood Facility/Community Center – Coleman Rehab

Both supportive living sites are residential and clinical service sites and must be maintained in a healthful and safe manner. There are several items that need attention including but not limited to carpeting removal and replacement, replacing kitchen sink, faucet, dishwasher, hot water tank, tube/shower replacements, bathroom sink and faucets, and porch/deck repairs.

Neighborhood Facility/Community Center – F&CS Chiller System

An 80 ton Trane Chiller system that is over 50 years old that provided air conditioning to a 40,000 square foot building needs replaced. Windows in the building do not open causing the building to get very hot and humid with no circulating air. Funds in the amount of \$85,000 will be used to replace the system.

Street Improvements – Highland Avenue Concrete Replacement

Funds in the amount of \$133,300 will be used to replace approximately 565 linear feet of deteriorated 49 year old concrete roadway on West Highland Avenue.

Fair Housing

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. There were 4 requests for assistance received in October.

A new comprehensive Analysis of Impediments study is due by July 2019.



FINANCE

RPC GENERAL FUND

October 1, 2018 Cash Balance	\$72,874.01
Receipts:	\$10,189.35
Expenditures:	\$26,859.68
October 31, 2018 Cash Balance	\$56,203.68

LGIP Park Plan/Inventory

October 1, 2018 Cash Balance	\$5,156.53
Receipts:	\$ 0.00
Expenditures:	\$ 7.70
October 31, 2018 Cash Balance	\$5,148.83

B-F-16 Formula Grant

October 1, 2018	\$6,542.69
Receipts:	\$ 498.24
Expenditures:	\$ 0.00
October 31, 2018 Cash Balance	\$6,044.45

LGIP Branding/Marketing

October 1, 2018	\$3,411.01
Receipts:	\$ 0.00
Expenditures:	\$2,257.49
October 31, 2018 Cash Balance	\$1,153.52

B-F-18 Formula Grant

October 1, 2018	\$0.00
Receipts:	\$0.00
Expenditures:	\$0.00
October 31, 2018 Cash Balance	\$0.00

October 2018 Financial Statements

E. Beeman presented and reviewed the October 2018 financial statements. A motion was made by A. Orashan to approve the October 2018 financial statements as presented and to recommend acceptance to the full Commission, motion seconded by D. Blewitt. Motion carried unanimously.



S. Bennett asked if the new tenant was in the space known as 126 N. Prospect. Todd stated the new tenant is ready to move into the space however, we are still waiting for the commissioners to sign the new lease agreement. Sabrina was surprised the lease was not taken care of and agreed to follow up on it. A. Orashan stated you could do a letter of intent until the lease is worked out and signed by all parties. Todd stated they wanted to get in to clean and paint.

J. DiPaola asked how the year end was looking at this time as far as the financials go. T. Peetz stated it is going to be tight. Todd stated he talked to JoAnn Townsend to see if the building has been advertised again. S. Bennett suggested the building information be given to Brad Ehrhart because he advertises properties through the state for commercial and industrial uses. We anticipate having approximately \$25,000 as a cash carryover which would take care of January payrolls until the member dues funds start arriving.

Resolution 18-13 Authorization to allow RPC to enter into contract with the Portage County Prosecutor's office for legal services for 2019 in the amount of \$10,000. A. Orashan made a motion to approve entering into contract for legal services for 2019 in the amount of \$10,000 seconded by J. Beal. Motion carried unanimously.

Resolution 18-14 Authorization to permit the Regional Planning Commission to implement the current Portage County Personnel Policy for bereavement and vacation as the RPC is not current with bereavement and vacation standards along with other personnel standards commonly found in the labor industry. A. Orashan made a motion to allow the RPC to implement the Portage County Bereavement and Vacation policies effective November 1, 2018, seconded by D. Blewitt. Motion carried unanimously.

We are still in need of having the desk in Claudia's old office taken apart and move to our new space on the 6th floor.

There being no further business to come before the Committee a motion was made by J. Beal to adjourn the meeting at 4:28 p.m. Seconded by A. Orashan. Motion carried unanimously.

Chairman, Jim DiPaola

Secretary, Todd Peetz, AICP

Minutes submitted for approval by Secretary on December 12, 2018

**REPLAT OF SUB LOTS 25R, 27 AND 28 IN THE OLDE MILL RUN ALLOTMENT
PLAT CREATING NEW SUB-LOT 25R2 AND 28R
RANDOLPH TOWNSHIP**

Case No. 18-44
Reviewed By: Todd Peetz
Date Submitted: 10-1-18
Due: 10-31-18 Extended to 11-14-18, Extended to 12-12-18

APPLICANT: Jeffrey Feciuch
 3785 Randolph Road
 Mogadore, OH 44260

REQUESTED ACTION & HISTORY:

The applicant requests approval to replat three (3) lots into two (2) lots that would split a lot between two lots to help the Feciuch's have enough room for a septic tank and to build a home. The lots fronts on Bryar Court and is off of Stepping Stone Trail north of Waterloo Road and east of SR-44 in the Olde Mill Run Subdivision.

See combined aerial of all the parcels together.

LOCATION: Vicinity Map (Exhibit 1)

The proposed lots are located in the northeast quadrant of Randolph Township.

SIZE & ZONING: (Exhibit 2)

	Minimum Required	Provided Lot 25R2	Provided Lot 28R
Zoning	R-1	NA	NA
Min Acreage	2 acres	4.4813 acres	2.45 Acres
Frontage	60 Feet cul-de-sacs	188 Feet	107 Feet
Width	150 Feet Building set back line	NA, but can meet the requirement	NA, but can meet the requirement

LAND USE: **Site:** Existing use is single family residential and Vacant.

Surrounding: The areas surrounding the proposed replat are residential to the West and south and vacant north and east.

UTILITIES:

There is no water or sewer available to the property.

PHYSICAL LIMITATIONS TO DEVELOPMENT (Exhibit 3):

Soils: There are four main soil types associated with this replat which are Sebring silt loam loam, Nearly flat low terraces, Wooster Silt Loam, 2 to 6 percent slopes, Ravenna Silt Loam, 0 to 2 percent slopes and Canfield silt loam, 0 to 2 percent slope.

- Sebring Silt Loam (Sb): Nearly flat soil on broad low level terraces associated with some poorly drained areas.
- Wooster Silt Loam, 2 to 6 percent slopes (CpB): This is a gently sloping soil on undulating terraces. Most areas of this soil type are irregular with predominant silt layer.
- Ravenna Silt Loam, 0 to 2 percent slopes (ReA): this is a nearly level soil on upland flats.
- Canfield Silt Loam 0 to 2 percent slope (CdB): This soil is gently sloping and has some areas that maybe poorly drained.

Wetlands: According to the Portage County Wetland Inventory, there is no wetlands or flood plains on the site. There is already a house on lot 25R2.

Flood Hazard: The FEMA Flood Insurance Rate Map does not show any flood hazard areas on the site.

COMMENTS FROM OTHER DEPARTMENTS & AGENCIES:

Review Entity	
Building Official	Y
Engineering	Y
Health Department	Y
Soil and Water	NC
Tax map	N
Water Resources	Y no water or sewer available on well and septic
Randolph Zoning Inspector	Y

Y is acceptable; CA is Conditional Approval; D is not acceptable; NC is No Comment

12/05/18

COMPLIANCE WITH COUNTY SUBDIVISION REGULATIONS:

Does not meet the requirements of the subdivision regulations
Needs approval from Tax Map
Needs Owner signatures
Needs Location Map

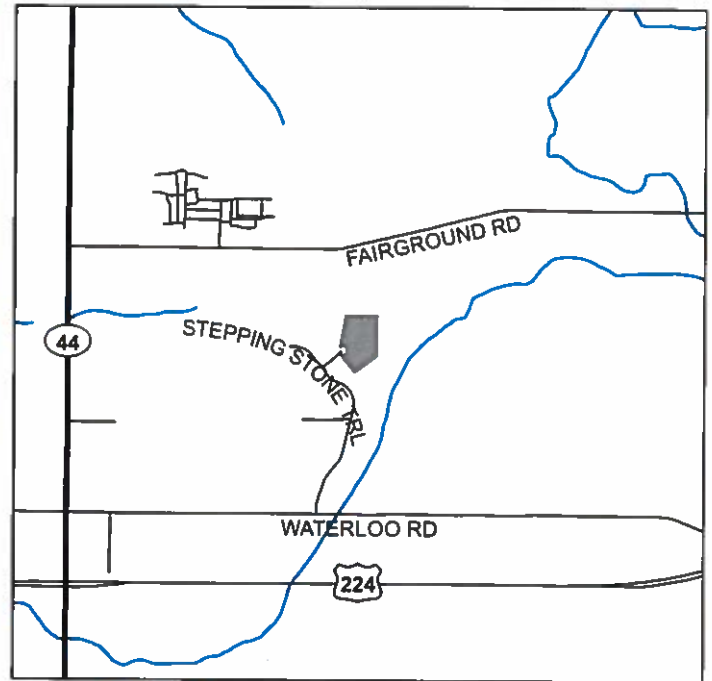
COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:

The replatted lot is following Randolph Township's zoning code requirements

ANALYSIS: There are several things that need to be corrected before we can recommend approval.

RECOMMENDATIONS: Staff recommends approval if all of the corrections are made prior to the December 12th RPC Board meeting. If the corrections cannot be made staff would recommend an extension of time or denial of the replat.

Randolph Township



0 0.25 0.5 Miles

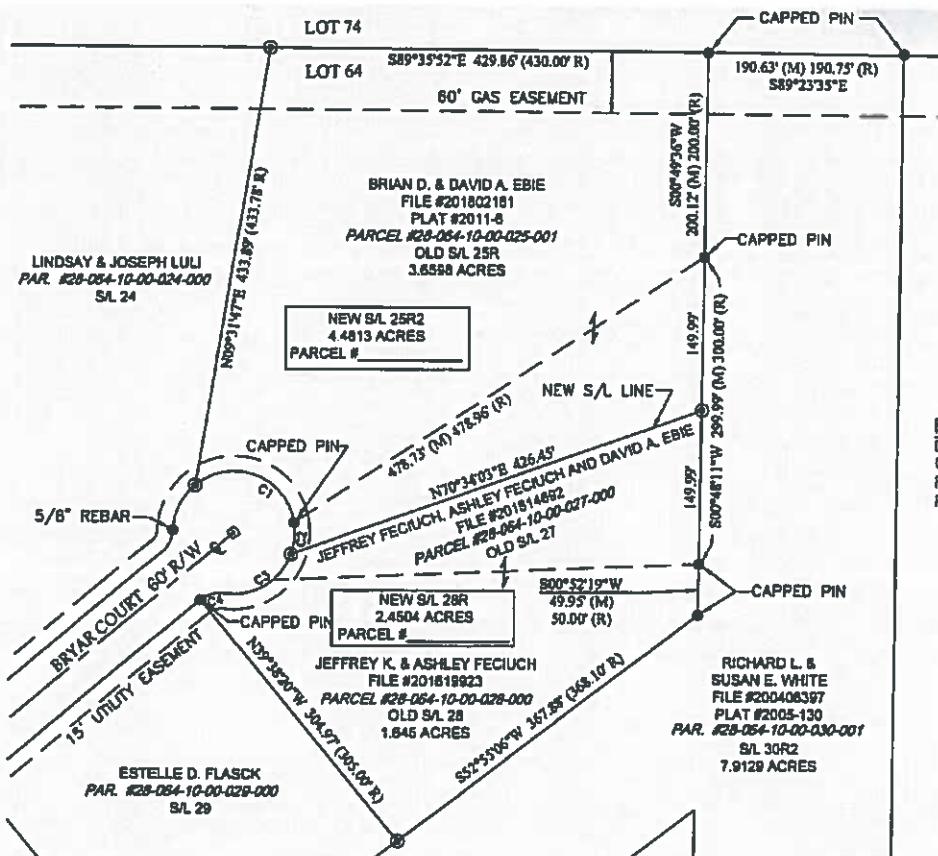


Exhibit 2

Replat

Exhibit 3

Soils, Wetlands, Flood Hazard Areas, & Priority Conservation Areas

Replat of Sub-Lots 25R, 27 & 28

Randolph Township



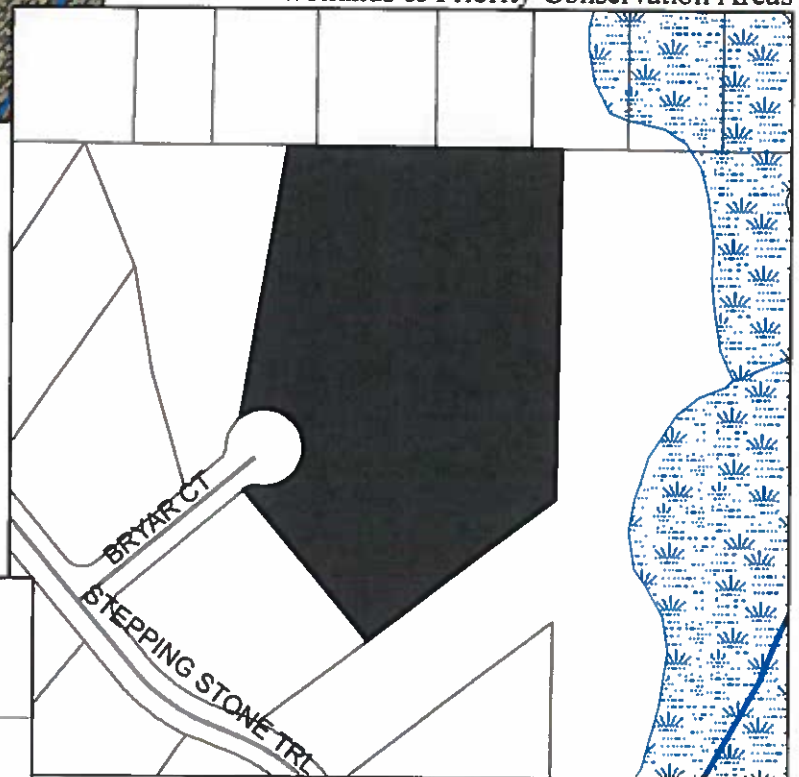
Portage County Soil Survey Digital version, 2006

 Hydric Soils

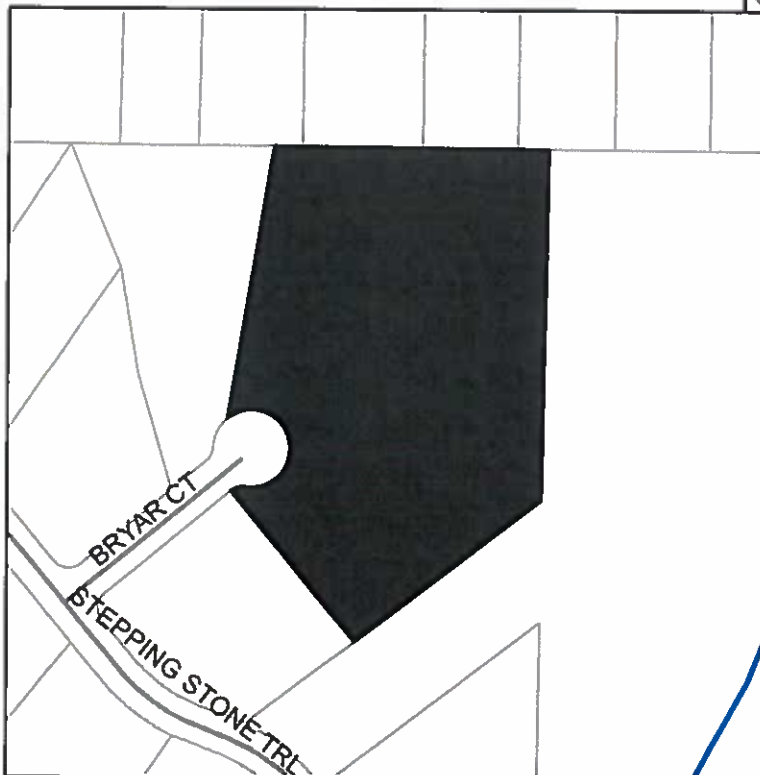



0 150 300 Feet

Wetlands & Priority Conservation Areas



 Wetlands



 Flood Zone A
 Flood Zone AE

FEMA Flood Insurance Rate Map, 2013

**CRANBERRY CREEK PRELIMINARY PLAN – VARIANCE for CUL-DE-SAC LENGTH
BRIMFIELD TOWNSHIP, PART of LOTS 10, 11, 26, and 27**

Case No. 18-45
Reviewed By: Todd Peetz
Date Submitted: 10-15-18
Due: Extension signed until 12-12-18

APPLICANT: Michael G. Wojno – Cranberry Farm, LLC
475 Wolf Ledges Parkway
Akron, Ohio 44311

REQUESTED ACTION:

The applicant requests a variance from requirements in the Portage County Subdivision Regulations Section 420 to extend the cul-de-sac beyond the 900-foot requirement for a total length of 1,239 feet. The developer is proposing to build the cul-de sac on the southwest side of the Cranberry Creek Subdivision that would include all of Phase IV.

HISTORY:

The original preliminary plan was submitted for review at the September 2004 meeting, but the density of the subdivision far exceeded the zoning requirements. The applicant will need approval by the Board of Zoning Appeals as part of a conditional approval before we can approve the Replat of Cranberry Creek Subdivision. The purpose of this preliminary plan is to replace what were phases III, IV of the now expired plan. Comments were elicited for this preliminary plan, some comments from agencies or departments have been so noted.

LOCATION:

Exhibit 1 (Vicinity Map)

The 148-acre subdivision is located on the northwest corner of Sandy Lake and Lynn Roads in northeast Brimfield Township. Access is off Sandy Lake Road about 2100 feet north of Lynn.

SIZE:

Exhibit 2 (Preliminary Plan)

Area in lots	46.04 acres
Road right-of-way	13.24 acres
Open space*	89.09 acres
Total	148.37 acres

* PRD open space requirement: $(148.36 - 14.84) \times .40 = 52.47$ acres.

County open space requirement: $(147.65 - 13.24) \times .05 = 6.76$ acres suitable for parks and playgrounds.

JUSTIFICATION FOR THE VARIANCE (as supplied by the applicants):

- A. Exceptional topographical or other conditions peculiar to this particular parcel:
The area surrounding the southerly and westerly limits contain substantial wetlands and flood plains.
- B. Why a literal interpretation of the regulations would deprive the applicant of rights enjoyed by other property owners: *Our understanding is that the draft of new subdivision regulations have been revised to a 1,200' length.*
- C. That the peculiar conditions do not result from previous actions of the applicant:
Existing Conditions are natural and not the result of the applicant.
- D. That the requested variance is the minimum that will allow a reasonable division of the land: *Length is the minimum required.*

ZONING:

Existing: The area is zoned R-3 in township Lot 10 (north section of property) and the balance is zoned R-2.

	<u>R-2</u>	<u>R-3</u>
Minimum lot area	1.0 acres	0.5 acres
Minimum lot width	125.0 feet	100.0 feet
Minimum lot frontage	125.0 feet	100.0 feet
Minimum frontage cul-de-sac	60.0 feet	60.0 feet
Minimum front yard setback	50.0 feet**	50.0 feet**

** Or the distance on a cul-de-sac lot where the 100-foot width is achieved.

Planned Residential Development (PRD):

The PRD is a conditionally permitted use reviewed by the Board of Zoning Appeal.

Minimum project size	20.0 acres
Project setback from existing roads	60.0 feet
Project buffer from perimeter	50.0 feet
Setback from restricted open space	15.0 feet
Minimum lot size	Must meet 35-foot building spacing requirements and yard setbacks
Minimum dwelling spacing	35.0 feet
Front yard depth	25.0 feet
Dwelling unit density:	Calculated separately for R-2 and R-3 districts (see below).

Surrounding: Land to the south, east, northwest and west is zoned R-2. Land to the north and northeast is zoned R-3.

LAND USE:

Site: Part of the land has been used for agricultural purposes and the remainder is wooded.

Surrounding: The land along Lynn Road is low to medium density residential development and to the south along Sandy Lake Road, low density residential. Butternut Ridge subdivision, a medium density Planned Unit Development, is located north of this site on Sandy Lake.

TOPOGRAPHY:

The land is gently rolling and drains toward Brimfield Ditch, which runs east to west through the southern portion of the site. The lowest area is along the westernmost edge of the property at approximately 1072 feet. Higher elevations of approximately 1124-1125 feet are located in the north and south portions of the property.

UTILITIES: Central sewer and water are available from Portage County.

PHYSICAL LIMITATIONS (See Exhibit 3: Soils, Wetlands, and Floodplains):**Soils:**

A significant portion of the site surrounding Brimfield Ditch has hydric soils, either Sebring silt loam or Carlisle muck. From the higher elevations to the north going towards the drainage area, the soils are primarily Canfield silt loam on sloping land, with Chili loam, Chili-Oshtemo complex, and Wooster silt loam in smaller areas. Damascus silt loam, also a hydric soil, is located along drainage areas in the north. South of the ditch, the soils are Chili loam and Chili-Oshtemo complex on the steeper slopes, with Wooster silt loam and Chili loam on more level ground closer to Lynn Road.

Brimfield Ditch area:

- Carlisle muck (Cg): Wetness is the major limitation to use of this *hydric* soil. It is subject to subsidence if drained and is highly unstable for structures.
- Sebring silt loam (Sb): Runoff is slow to ponded and the surface layer is susceptible to crusting on these *hydric* soils. Seasonal wetness and low bearing strength are limitations to non-farm uses.

North and south of Brimfield Ditch:

- Canfield silt loam, 2-6% slopes (CdB): Seasonal wetness and slow permeability in lower parts of the subsoil are limitations to non-farm uses.
- Canfield silt loam, 6-12% slopes (CdC2): About 50% of the original layer of soil has been removed by erosion. As a result of erosion, the soil is lower in organic matter, has a shallower root zone and has lower available water capacity. The hazard of erosion is severe if the soil is disturbed. Slope and slow permeability are the major limitations to non-farm uses.
- Chili loam, 2-6% slopes (CnB): This soil readily absorbs water and has a moderate hazard of erosion. There are few limitations for non-farm uses.
- Chili loam, 6-12% slopes (CnC): The hazard of erosion is severe if this soil is disturbed. Slope is the major limitation for non-farm uses.
- Chili-Oshtemo complex, 12-18% slopes (CtD): The hazard of erosion is severe if the surface of this soil is disturbed. Slope is the major limitation to non-farm uses.
- Damascus silt loam (Da): Runoff is slow to ponded. A seasonal high water table is the major limitation to most non-farm uses.
- Wooster silt loam, 2-6% slopes (WuB): The hazard of erosion is moderate if the surface of this soil is disturbed. Slope and moderately slow permeability are limitations to non-farm uses.

- Wooster silt loam, 12-18% slopes (WuD2): This is a moderately eroded soil and as a result the available water capacity is lower. The hazard of erosion is very severe if the surface is disturbed. Slope is a major limitation to non-farm uses.

Wetlands: According to the Portage County Wetlands Inventory Map there appear to be wetlands along Brimfield Ditch as well as a small wetland in the northern portion of the site.

Flood Hazard: According to the FEMA Flood Insurance Rate Map there is a flood hazard area along Brimfield Ditch that largely corresponds to the hydric soils in that area.

COMMENTS FROM OTHER DEPARTMENTS & AGENCIES:

County Engineer:

Conditional approval

1. Cul-De-Sac needs a variance over 900 ft.

Township:

Conditional approval (subject to final approval by BZA)

Requires BZA approval, no additional comments received

ANALYSIS:

This variance is to better utilize the Cranberry Creek Subdivision site. To avoid wetlands and other environmental features they are proposing to utilize the Planned Residential Development Design to move potential units out of the environmentally sensitive areas and reallocate them on the north side of the property. Staff would concur that there is significant wetlands and flood plains that limits the ability to make additional road connections.

Staff confirms that we are in the process of changing the Cul-de-sac length from 900 feet to 1,200 feet. The length being requested is still a little beyond that at 1,239 feet and feel that is relatively minor in terms of length.

Staff would also confirm that the variance will allow reasonable division of land.

Physical features and limitations: The site surrounds Brimfield Ditch, a tributary to Breakneck Creek that flows from east to northwest across the southern portion of the property. This drainage way is surrounded by floodplain and hydric soils. Because these areas cannot be developed, they are designated as part of the open space. As riparian areas they may be suitable for a conservation easement – an idea that the developer might pursue with the Soil & Water Conservation District.

Wetlands must have metes and bounds descriptions on the final plat to identify those areas that cannot be impacted by construction, dredging, or filling activities. If they are held as part of the land in a conservation easement, the exact lands under such an agreement must be shown. Any impacts to jurisdictional wetlands will require a permit from the Army Corps of Engineers or from Ohio EPA.

Design: The north end of the subdivision has been constructed. A significant portion of the site is preserved as a large block of open space, mainly the

southern/southwestern half of the site where the floodplain occurs along Brimfield Ditch. Clustering of the residential lots is less obvious because the development is confined to the area north of the floodplain.

The wetlands, water and floodplain acreage will have to be calculated and submitted for a definitive determination of the open space requirements. A distinction between restricted and common open space is required since each may have different restrictions applied. The open space appears to fall under the "Common Elements" provisions in the Covenants and Restrictions, however the open space must be reserved as such in perpetuity and cannot be subject to conveyance unless it remains as open space.

There are two ingress/egress points, one on Sandy Lake Road for the entire development and Tart Cherry Lane extends into the adjacent Sugar Maple subdivision and is open to through traffic.

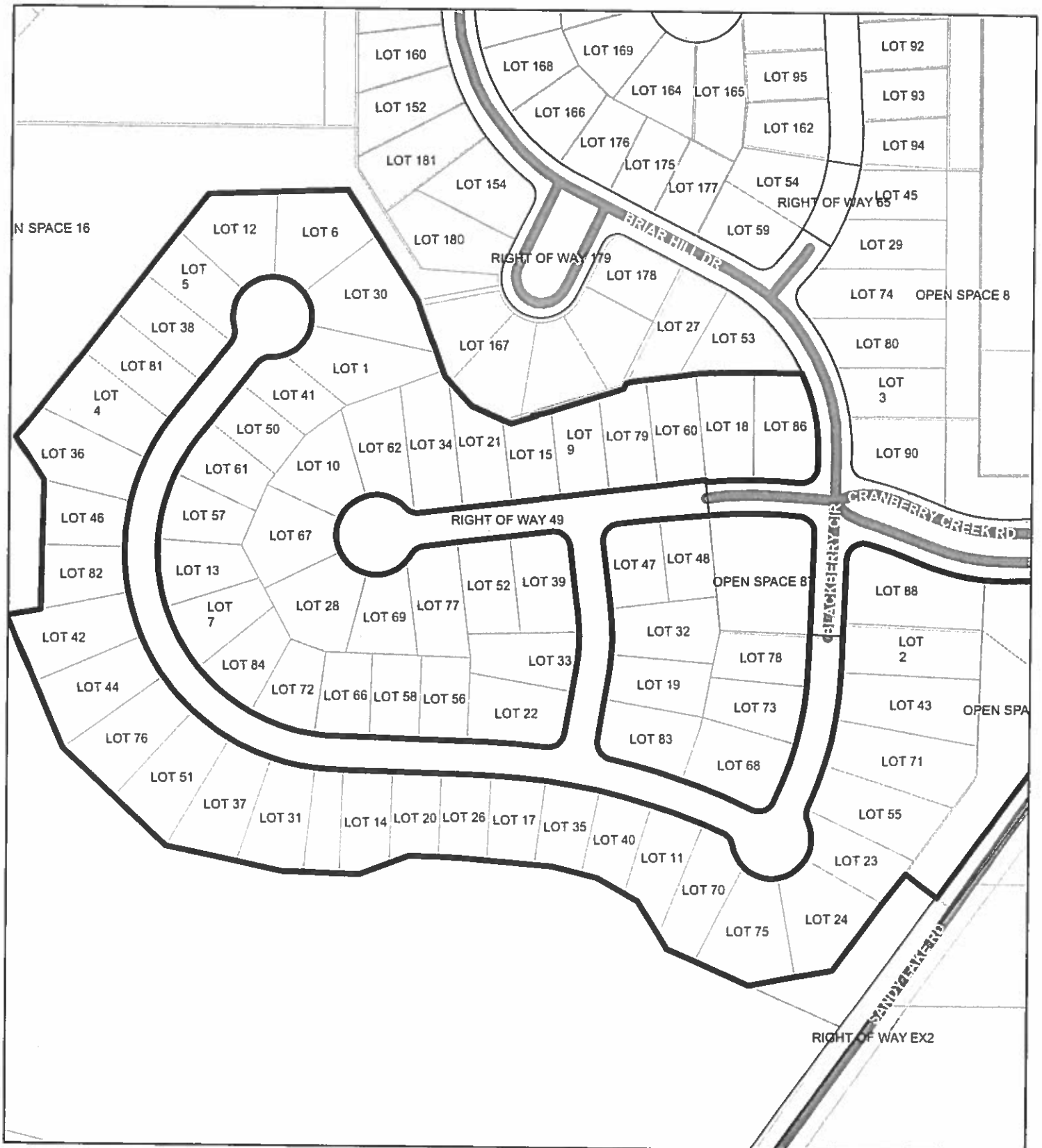
Comments from agencies and departments: The County Engineer has concerns about Cul-de-sac length being over 900 feet.

RECOMMENDATIONS:

The staff recommends approval of the variance as being a reasonable request while preserving environmental features associated with the site.

Cranberry Creek Preliminary Plan Phase 3 & 4

Brimfield Township



Lots Project Area Road Centerlines

0 100 200 Feet



Cranberry Creek Preliminary Plan Phase 3 & 4 Variance

Brimfield Township



 Length from Beginning to End Points: 1239 Feet

 Length of Variance  Centerline  Road Area

0 50 100 Feet



**CRANBERRY CREEK PRELIMINARY PLAN
BRIMFIELD TOWNSHIP, PART of LOTS 10, 11, 26, and 27**

Case No. 18-46
Reviewed By: Todd Peetz
Date Submitted: 10-15-18
Due: Extension signed until 12-12-18

APPLICANT: Michael G. Wojno – Cranberry Farm, LLC
 475 Wolf Ledges Parkway
 Akron, Ohio 44311

REQUESTED ACTION:

The applicant requests a review of the preliminary plan for Cranberry Creek, a proposed Planned Residential Development in Brimfield Township for 77 single-family homes as part of Phases III and IV.

HISTORY:

The original preliminary plan was submitted for review at the September 2004 meeting, but the density of the subdivision far exceeded the zoning requirements. The applicant will need approval by the Board of Zoning Appeals as part of a conditional approval before we can approve the Replat of Cranberry Creek Subdivision. The purpose of this preliminary plan is to replace what were phases III, IV of the now expired plan. Comments were elicited for this preliminary plan, some comments from agencies or departments have been so noted.

LOCATION:

Exhibit 1 (Vicinity Map)

The 148-acre subdivision is located on the northwest corner of Sandy Lake and Lynn Roads in northeast Brimfield Township. Access is off Sandy Lake Road about 2100 feet north of Lynn.

SIZE:

Exhibit 2 (Preliminary Plan)

Area in lots	46.04 acres
Road right-of-way	13.24 acres
Open space*	89.09 acres
Total	148.37 acres

* PRD open space requirement: $(148.36 - 14.84) \times .40 = 52.47$ acres.

County open space requirement: $(147.65 - 13.24) \times .05 = 6.76$ acres suitable for parks and playgrounds.

ZONING:

Existing: The area is zoned R-3 in township Lot 10 (north section of property) and the balance is zoned R-2.

	<u>R-2</u>	<u>R-3</u>
Minimum lot area	1.0 acres	0.5 acres
Minimum lot width	125.0 feet	100.0 feet
Minimum lot frontage	125.0 feet	100.0 feet
Minimum frontage cul-de-sac	60.0 feet	60.0 feet

Minimum front yard setback 50.0 feet** 50.0 feet**

** Or the distance on a cul-de-sac lot where the 100-foot width is achieved.

Planned Residential Development (PRD):

The PRD is a conditionally permitted use reviewed by the Board of Zoning Appeal.

Minimum project size	20.0 acres
Project setback from existing roads	60.0 feet
Project buffer from perimeter	50.0 feet
Setback from restricted open space	15.0 feet
Minimum lot size	Must meet 35-foot building spacing requirements and yard setbacks
Minimum dwelling spacing	35.0 feet
Front yard depth	25.0 feet
Dwelling unit density:	Calculated separately for R-2 and R-3 districts (see below).

Surrounding: Land to the south, east, northwest and west is zoned R-2. Land to the north and northeast is zoned R-3.

LAND USE: **Site:** Part of the land has been used for agricultural purposes and the remainder is wooded.

Surrounding: The land along Lynn Road is low to medium density residential development and to the south along Sandy Lake Road, low density residential. Butternut Ridge subdivision, a medium density Planned Unit Development, is located north of this site on Sandy Lake.

TOPOGRAPHY:

The land is gently rolling and drains toward Brimfield Ditch, which runs east to west through the southern portion of the site. The lowest area is along the westernmost edge of the property at approximately 1072 feet. Higher elevations of approximately 1124-1125 feet are located in the north and south portions of the property.

UTILITIES: Central sewer and water are available from Portage County.

PHYSICAL LIMITATIONS (See Exhibit 3: Soils, Wetlands, and Floodplains):

Soils: A significant portion of the site surrounding Brimfield Ditch has hydric soils, either Sebring silt loam or Carlisle muck. From the higher elevations to the north going towards the drainage area, the soils are primarily Canfield silt loam on sloping land, with Chili loam, Chili-Oshtemo complex, and Wooster silt loam in smaller areas. Damascus silt loam, also a hydric soil, is located along drainage areas in the north. South of the ditch, the soils are Chili loam and Chili-Oshtemo complex on the steeper slopes, with Wooster silt loam and Chili loam on more level ground closer to Lynn Road.

Brimfield Ditch area:

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- Sebring silt loam (Sb): Runoff is slow to ponded and the surface layer is susceptible to crusting on these *hydric* soils. Seasonal wetness and low bearing strength are limitations to non-farm uses.

North and south of Brimfield Ditch:

- Canfield silt loam, 2-6% slopes (CdB): Seasonal wetness and slow permeability in lower parts of the subsoil are limitations to non-farm uses.
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- Damascus silt loam (Da): Runoff is slow to ponded. A seasonal high water table is the major limitation to most non-farm uses.
- Wooster silt loam, 2-6% slopes (WuB): The hazard of erosion is moderate if the surface of this soil is disturbed. Slope and moderately slow permeability are limitations to non-farm uses.
- Wooster silt loam, 12-18% slopes (WuD2): This is a moderately eroded soil and as a result the available water capacity is lower. The hazard of erosion is very severe if the surface is disturbed. Slope is a major limitation to non-farm uses.

Wetlands: According to the Portage County Wetlands Inventory Map there appear to be wetlands along Brimfield Ditch as well as a small wetland in the northern portion of the site.

Flood Hazard: According to the FEMA Flood Insurance Rate Map there is a flood hazard area along Brimfield Ditch that largely corresponds to the hydric soils in that area.

COMMENTS FROM OTHER DEPARTMENTS & AGENCIES:

County Engineer:

Conditional approval

1. Storm sewer easements must be 30 feet.
2. Cul-De-Sac needs a variance over 900 ft.

Health Dept.:

No jurisdiction over subdivisions with sewer. (comment on original, not revised)

Soil and Water Conservation Dist.:

Conditional approval

The plan theoretically is for Phases 3 & 4. However, the 3 historic ponds are a complicated issue. Soil and Water has been promised an updated SWP3. It is important that we receive the

document as soon as possible. The plan should comply with our Regulation and the OEPA Construction SW permit. We are also very concerned about:

- access to each of the 3 future retention ponds (drainage easements to Pond 3 are fine and must be recorded, Easement must be provided to Pond 1 before the plat could be recommended and homes built which would eliminate access, and we are open to suggestions on Pond 2);
- and the transition procedures and schedule for converting sediment structures to long-term county-maintained retention basins (Pond 3 for certain and possibly 2).

Tax Map:

Approval (comment on original, not revised)

Water Resources Dept.:

PCWR has reviewed the Preliminary plan and find no issues w/layout for both water and sewer. The project will connect to existing water and sewer.

Township:

Conditional approval (subject to final approval by BZA)

BZA approved the preliminary Plan, Fire Department supports the variance to extend the cul-de-sac, no additional comments received

Utilities:

Ohio Edison no comments received.

Dominion East Ohio has no pipelines or facilities on the proposed site.

COMPLIANCE WITH COUNTY SUBDIVISION REGULATIONS:

The following changes must be made or items of concern addressed for the preliminary plan to comply with subdivision regulations:

305.4 Need current covenants and restrictions.

317.6 Need complete updated wetland delineation and permit number.

COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:

The items must be addressed for the preliminary plan to comply with zoning regulations. As a general note, exact acreage in wetlands, floodplain, water and steep slopes must be specified individually to allow correct calculations of restricted open space and density.

410.B56.G3 Ownership of the open space as well as maintenance must be addressed.

ANALYSIS:

This area of Brimfield is being rapidly developed since the zoning regulations were changed. The proposed Cranberry Creek Planned Residential Development had proposed 150 single-family lots ranging from .25 to .33 acre to be served by central sewer and water, to 167 total lots ranging from .21 to .43 of an acre on central sewer and water.

Physical features and limitations: The site surrounds Brimfield Ditch, a tributary to Breakneck Creek that flows from east to northwest across the southern portion of the property. This drainage way is surrounded by floodplain and hydric soils. Because these areas cannot be developed, they are designated as part of the open space. As riparian areas they may be suitable for a conservation easement – an idea that the developer might pursue with the Soil & Water Conservation District.

Wetlands must have metes and bounds descriptions on the final plat to identify those areas that cannot be impacted by construction, dredging, or filling activities. If they are held as part of the land in a conservation easement, the exact lands under such an agreement must be shown. Any impacts to jurisdictional wetlands will require a permit from the Army Corps of Engineers or from Ohio EPA.

Design: The north end of the subdivision has been constructed. A significant portion of the site is preserved as a large block of open space, mainly the southern/southwestern half of the site where the floodplain occurs along Brimfield Ditch. Clustering of the residential lots is less obvious because the development is confined to the area north of the floodplain.

The wetlands, water and floodplain acreage will have to be calculated and submitted for a definitive determination of the open space requirements. A distinction between restricted and common open space is required since each may have different restrictions applied. The open space appears to fall under the “Common Elements” provisions in the Covenants and Restrictions, however the open space must be reserved as such in perpetuity and cannot be subject to conveyance unless it remains as open space.

There are two ingress/egress points, one on Sandy Lake Road for the entire development and Tart Cherry Lane extends into the adjacent Sugar Maple subdivision and is open to through traffic.

Comments from agencies and departments: The County Engineer has concerns about cul-de-sac length being over 900 feet and drainage easements need to be 30 feet, not 20 feet. Plans for the extension of sewer will have to be carefully coordinated with Water Resources. Given the proximity of the development to Brimfield Ditch and new storm water regulations, Soil & Water is suggesting the possibility of cleaning out the existing stormwater structures and coordinate on the future structures as part of the storm water management.

Compliance with subdivision and township zoning regulations: There are several aspects of the plan specified above that are not compliant with the subdivision regulations.

In terms of zoning, the lot density (167) appears to exceed the allowable density (144). The formula* used to calculate the density is done separately for the R-2 and R-3 areas of the development. The following calculations show the number of units

*Formula: Allowed density = [(Total area – existing road ROW) – (expected ROW (10% of total acreage) + county open space + critical natural areas)] / minimum lot acreage / density bonus

allowable for each zoning district with the total being 144 units. These numbers will change if the area in critical natural areas is changed or the road right-of-way is revised.

R-2: $[109.44 - (10.94 + 4.93 + 31.79)] / 1.0 / .60 = 102.97$ units

R-3: $[36.57 - (3.66 + 1.65 + 2.25)] / 0.5 / .90 = 64.49$ units

The township Board of Zoning Appeals will determine if the setback for the project from Sandy Lake Road is adequate since 60 feet is the minimum and more can be required.

RECOMMENDATIONS:

The staff recommends approving the preliminary plan with comments and conditions mentioned by the County Engineer, Soil and Water and by Regional Planning Commission staff/Board.



0 250 500 Feet



Exhibit 1 **Cranberry Creek Preliminary Plan** **Phase 3 & 4** **Brimfield Township**



0 1,500 3,000 Feet

Exhibit 2 **Replat**

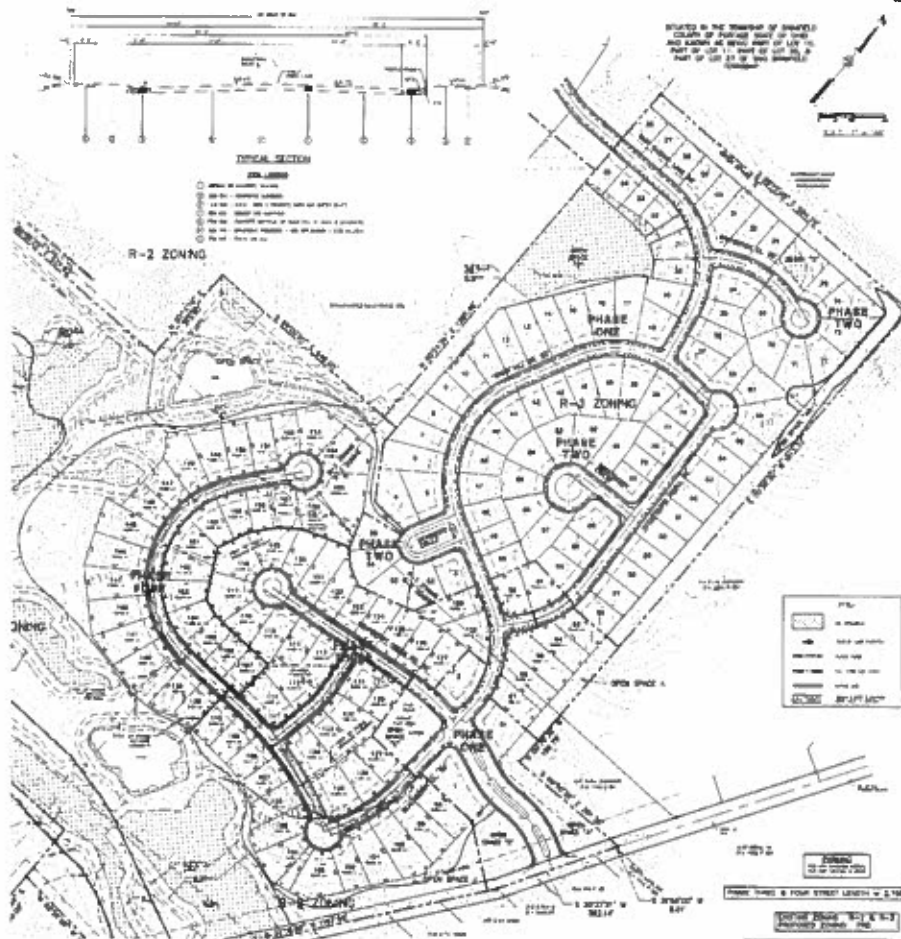
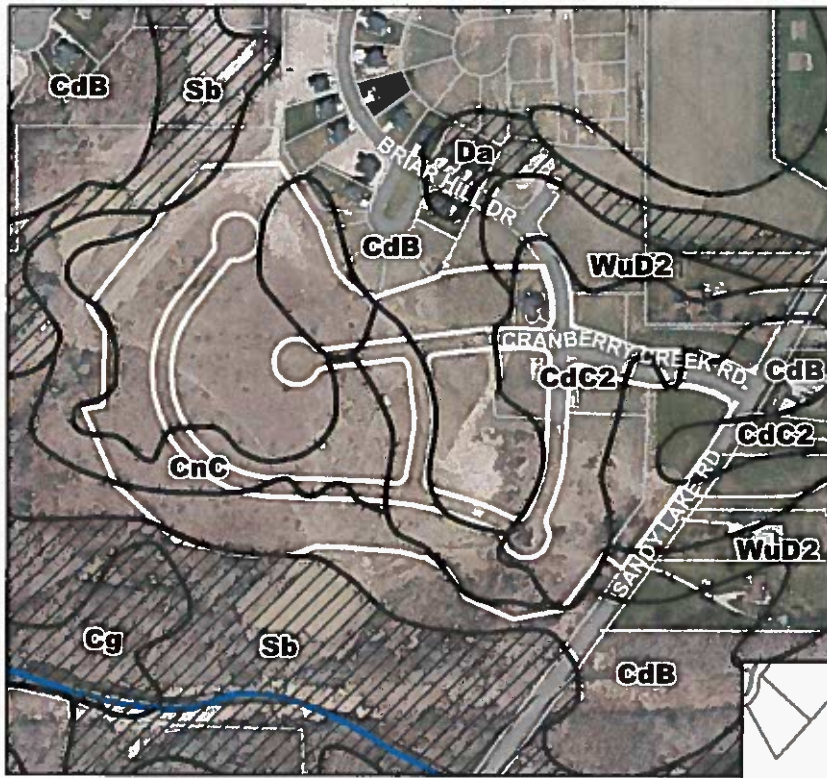


Exhibit 3

Soils, Wetlands, Flood Hazard Areas, & Priority Conservation Areas

Cranberry Creek Preliminary Plan
Phase 3 & 4

Brimfield Township



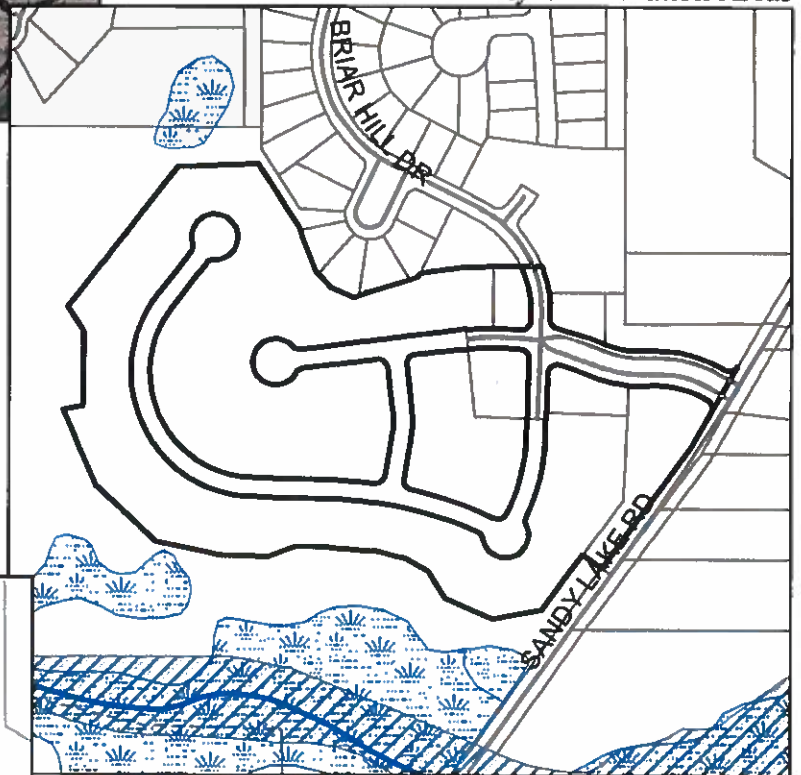
Portage County Soil Survey Digital version, 2006

 Hydric Soils





0 250 500 Feet

Wetlands & Priority Conservation Areas



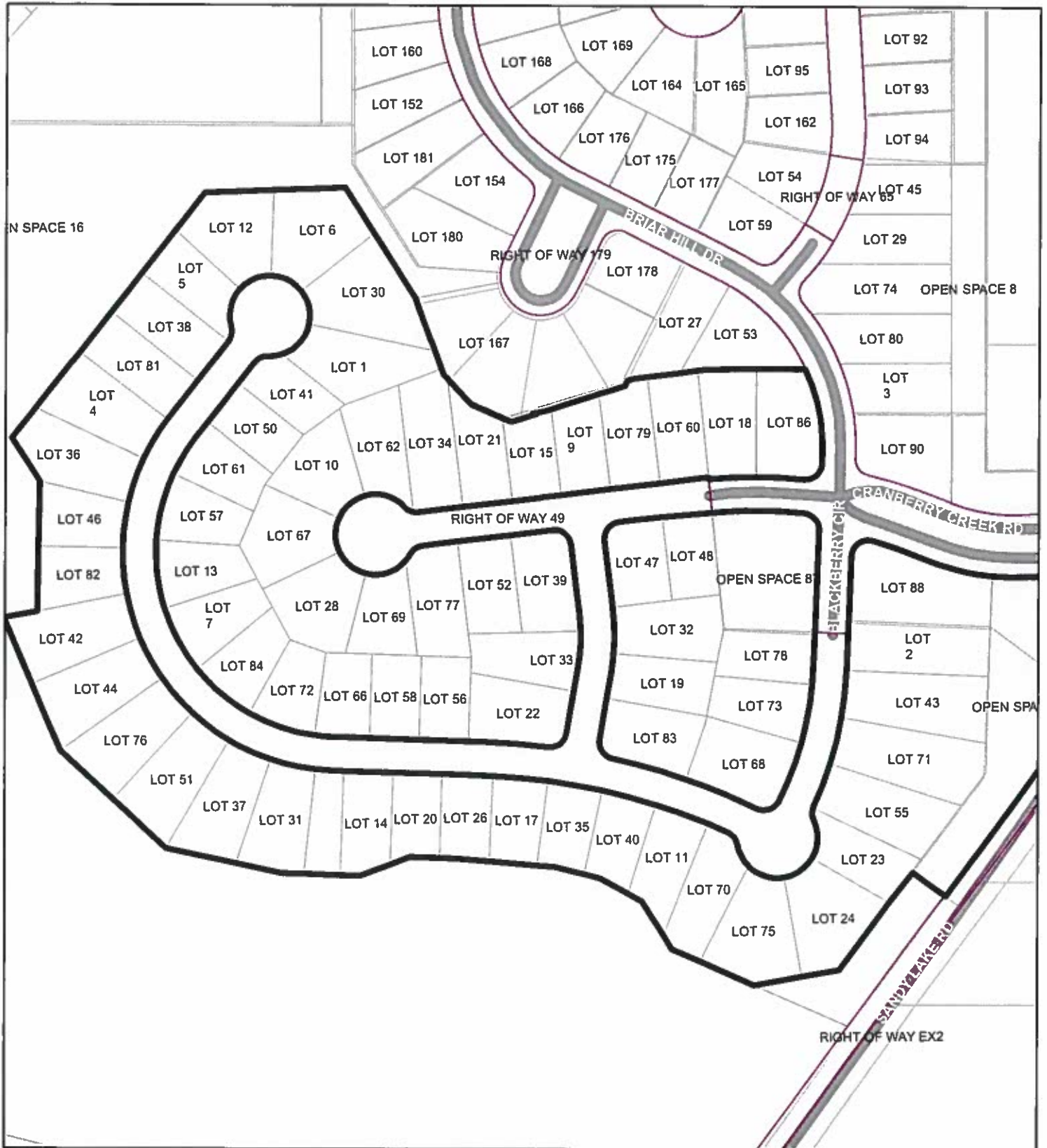
 Wetlands



 Flood Zone A
 Flood Zone AE

FEMA Flood Insurance Rate Map, 2013

**Cranberry Creek Preliminary Plan
Phase 3 & 4
Brimfield Township**



□ Lots □ Project Area — Road Centerlines

0 100 200 Feet



REPLAT OF SUB LOTS 8, and 9 BLOCK "Q"
RAVENNA BUILDING COMPANY ALLOTMENT No2
ROOTSTOWN TOWNSHIP

Case No. 18-48
Reviewed By: Todd Peetz
Date Submitted: 11-09-18
Due: 12-09-18 Extended to 12-12-18

APPLICANT: Mark Hirst
5422 New Milford Road
Ravenna, OH 44266

REQUESTED ACTION & HISTORY:

The applicant requests approval to replat two (2) lots into one (1) lot that would combine the two lots to help the Hirst's to better utilize their lot without violating setbacks. The lots fronts on Muzzy Avenue and is just south of Sandy lake Road and west of SR-44 in the Ravenna Building Company Allotment.

See combined aerial of all the parcels together.

LOCATION: Vicinity Map (Exhibit 1)

The proposed lots are located in the northwest quadrant of Rootstown Township.

SIZE & ZONING: (Exhibit 2)

	Minimum Required	Provided Lot 9R
Zoning	R-V	R-V
Min Acreage	7,000 sf	6,480*
Frontage	60 Feet	60 Feet
Width	60 Feet	60 Feet

*- The individual lots were more non-conforming at 3,240 sf each.

LAND USE: **Site:** Existing use is single family residential and vacant.

Surrounding: The areas surrounding the proposed replat are residential to the north, south and east and vacant/undeveloped to the west.

UTILITIES:

There is water and sewer available to the property.

PHYSICAL LIMITATIONS TO DEVELOPMENT (Exhibit 3):

Soils: There are two main soil types associated with this replat which are Geeburg Silt Loam, 2 to 6 percent slopes and Remsen Silt Loam, 2 to 6 percent slopes.

- Geeburg Silt Loam, 2 to 6 percent slopes (GbB): This is a gently sloping soil on rising and undulating till plains.
- Remsen Silt Loam, 2 to 6 percent slopes (RmB): This is a gently sloping soil in convex upland areas. This is a broad soil type usually containing 1,000 acres.

Wetlands: According to the Portage County Wetland Inventory, there is no wetlands or flood plains on the site. There is already a house on lot 9R.

Flood Hazard: The FEMA Flood Insurance Rate Map does not show any flood hazard areas on the site.

COMMENTS FROM OTHER DEPARTMENTS & AGENCIES:

Review Entity	
Building Official	Y
Engineering	Y
Health Department	Y
Soil and Water	NC
Tax map	Y
Water Resources	Y
Rootstown Zoning Inspector	Y

Y is acceptable; CA is Conditional Approval; D is not acceptable; NC is No Comment

COMPLIANCE WITH COUNTY SUBDIVISION REGULATIONS:

Does meet the requirements of the subdivision regulations

12/06/18

COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:

The replatted lot is following Rootstown Township's zoning code requirements with the exception of the lot area, but the replat brings the total area more into compliance with an existing home already on-site.

ANALYSIS: There were a few things that have been corrected, therefore we can recommend approval.

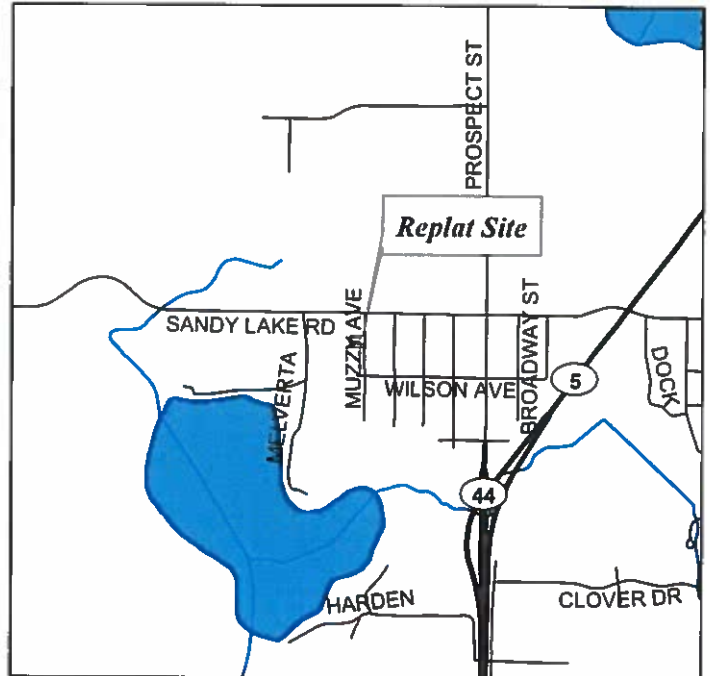
RECOMMENDATIONS: Staff recommends approval.



0 50 100 Feet



Exhibit 1
Ravenna Building Company
Allotment No.2
Replat of Sub-Lots 8 & 9, Block Q
Rootstown Township



0 1,000 2,000 Feet

Exhibit 2
Replat

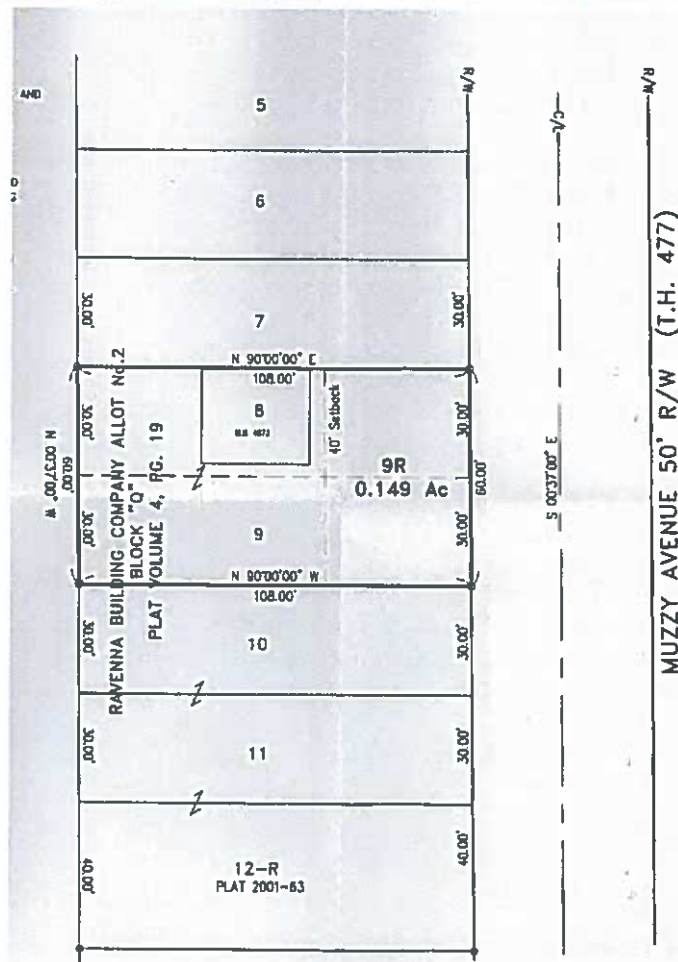



Exhibit 3

**Soils, Wetlands, Flood
Hazard Areas, & Priority
Conservation Areas**

Ravenna Building Company
Allotment No.2
Replat of Sub-Lots 8 & 9, Block Q
Rootstown Township



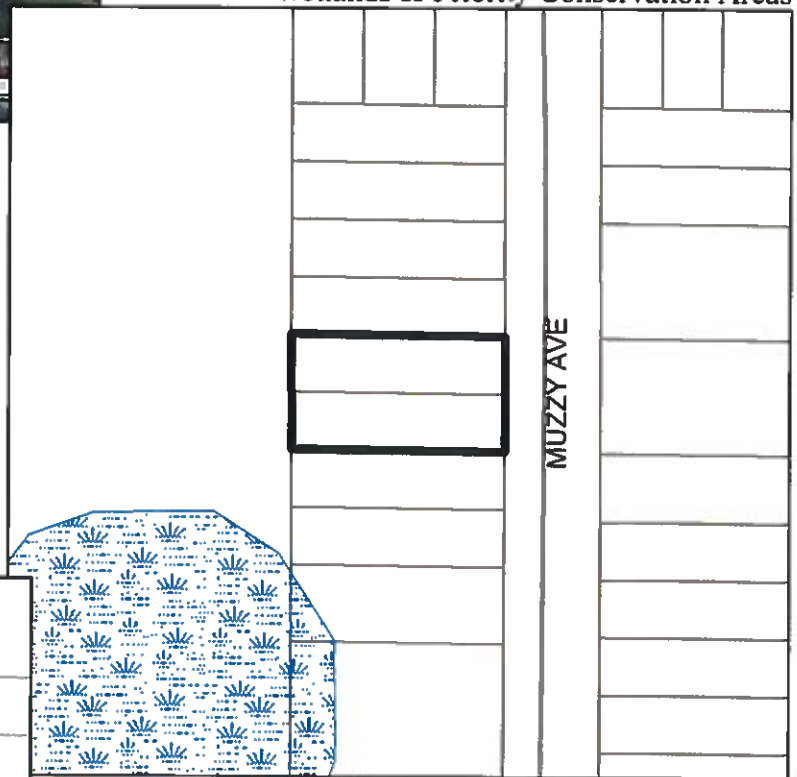
Portage County Soil Survey Digital version, 2006

 Hydric Soils

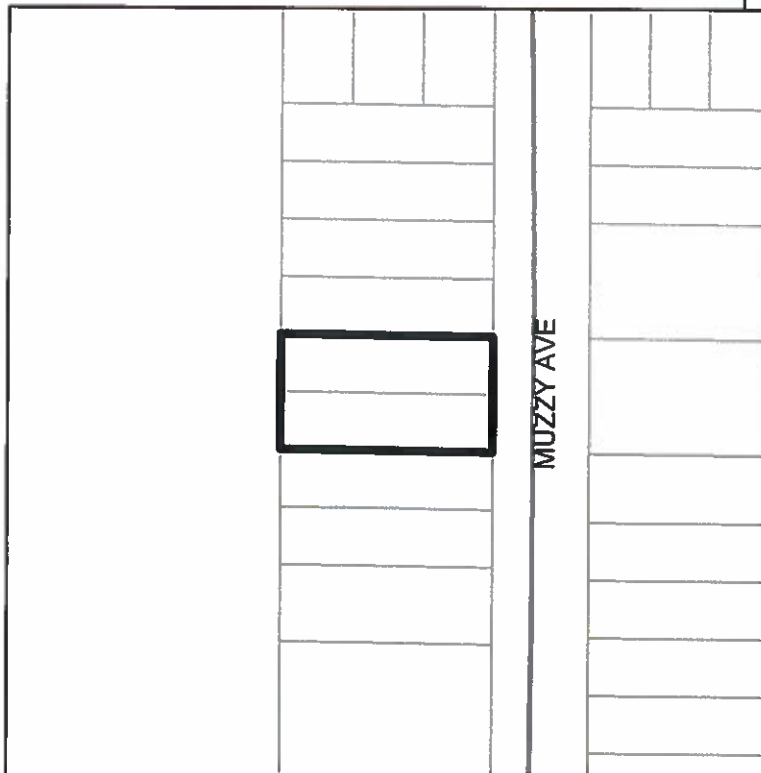


0 50 100 Feet

Wetlands & Priority Conservation Areas



 Wetlands



 Flood Zone A
 Flood Zone AE

FEMA Flood Insurance Rate Map, 2013

**REPLAT OF SUB LOTS 20, and 21 in the
ROLAND HILLS SUBDIVISION
BRIMFIELD TOWNSHIP**

Case No. 18-49
Reviewed By: Todd Peetz
Date Submitted: 11-14-18
Due: 12-14-18

APPLICANT: Steve Bable
 391 Roland Hills Drive
 Mogadore, OH 44260

REQUESTED ACTION & HISTORY:

The applicant requests approval to replat two (2) lots into an amended two (2) lots that would separate out the structure on lot 21 and put it onto new lot 20R. Also the applicant indicates he would like to give new lot 21R to his daughter to build a house. The lots front on Roland Hills Drive and is west of Sunny Brook Road and south of Tallmadge Road in the Rolland Hills Subdivision.

See aerial of all the parcels together.

LOCATION: Vicinity Map (Exhibit 1)

The proposed lots are located in the southwest quadrant of Brimfield Township.

SIZE & ZONING: (Exhibit 2)

	Minimum Required	Provided Lot 20R	Provided Lot 21R
Zoning	R-1	R-1	R-1
Min Acreage	1.5 acres	7.509 acres	2.871 acres
Frontage	60 Feet on Cul-de-sac	60 Feet	85 Feet
Width	150 Feet	800 Feet	270 Feet

LAND USE: Site: Existing use is single family residential Lot 20R and vacant lot 21R.

Surrounding: The areas surrounding the proposed replat are residential to the east and vacant or undeveloped north, south and west.

UTILITIES:

There is no water or sewer available to the property.

PHYSICAL LIMITATIONS TO DEVELOPMENT (Exhibit 3):

- **Soils:** There are seven (7) main soil types associated with this replat which are Bogart Silt Loam, 0 to 2 percent slopes, Carlisle Muck, Chili Silt Loam, 2 to 6 percent slopes, Chili Silt Loam, 6 to 12 percent slopes, Chili-Oshtemo complex, 12 to 18 percent slopes, Chili-Oshtemo complex 18 to 25 percent slopes and Jimtown Loam 0 to 2 percent slopes.
- Bogart Silt Loam, 0 to 2 percent slopes (BgA): This is a nearly level soil on outwash terraces.
- Carlisle Muck (Cg): This soil is in level to depressional areas that are variable in size and difficult to drain or have no natural drainage outlets.
- Chili Silt Loam, 2 to 6 percent slopes (CpB): this is a gently sloping soil on undulating terraces.
- Chilli Silt Loam, 6 to 12 percent slopes (CpC): This is a soil that occurs along drainage ways and on low knolls and hills.
- Chili-Oshtemo complex 12 to 18 percent slopes (CtD): These are moderately steep slopes on hilly kames that are found mostly in the southwestern part of the County.
- Chili-Oshtemo complex 18 to 25 percent slopes (CtE): These are steep slopes on hilly kames that are found mostly in the southwestern part of the County.
- Jimtown Loam, 0 to 2 percent slopes (JtA): This is a nearly level soil that has irregular shaped areas of 5 to 20 acres.

Wetlands: According to the Portage County Wetland Inventory, there is a small wetland on the north side of lot 20R and no flood plains on either site. There is already a house on lot 20R.

Flood Hazard: The FEMA Flood Insurance Rate Map does not show any flood hazard areas on the site.

COMMENTS FROM OTHER DEPARTMENTS & AGENCIES:

Review Entity	
Building Official	Y
Engineering	Y
Health Department	NC
Soil and Water	NC
Tax map	N
Water Resources	Y – no water or sewer available
Brimfield Zoning Inspector	Y

Y is acceptable; CA is Conditional Approval; D is not acceptable; NC is No Comment

COMPLIANCE WITH COUNTY SUBDIVISION REGULATIONS:

Does meets the requirements of the subdivision regulations
 All the Property owners need to be shown
 Add Engineer's office to the signature lines
 Health Department has not provided their comment form as of yet.

COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:

The replatted lot is following Brimfield Township's zoning code requirements.

ANALYSIS: There are a few things that need to be corrected before we can recommend approval.

RECOMMENDATIONS: Staff recommends an extension of time to satisfy the compliance issues. If the applicant can address all of the outstanding issues then we would recommend approval, otherwise without an extension we would recommend denial.

Exhibit 1

Roland Hills Subdivision Replat of Sub Lots 20 & 21

Brimfield Township

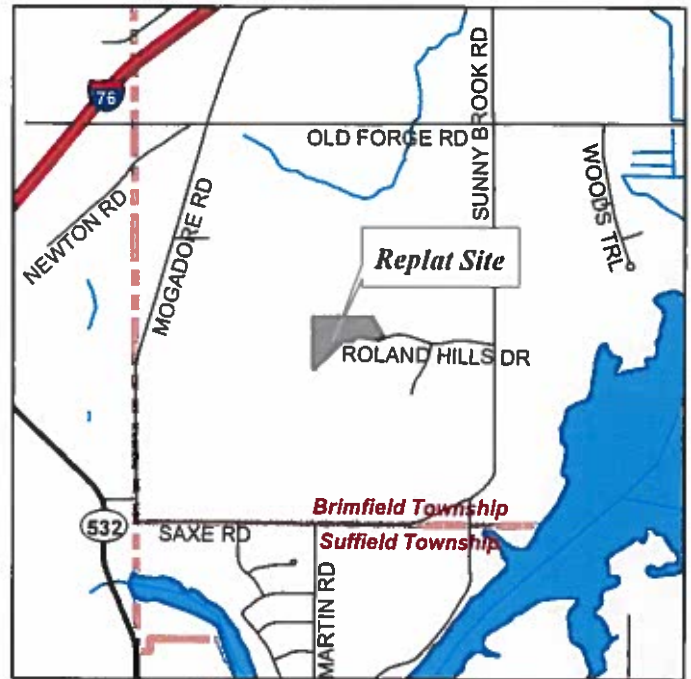


Exhibit 2 Replat

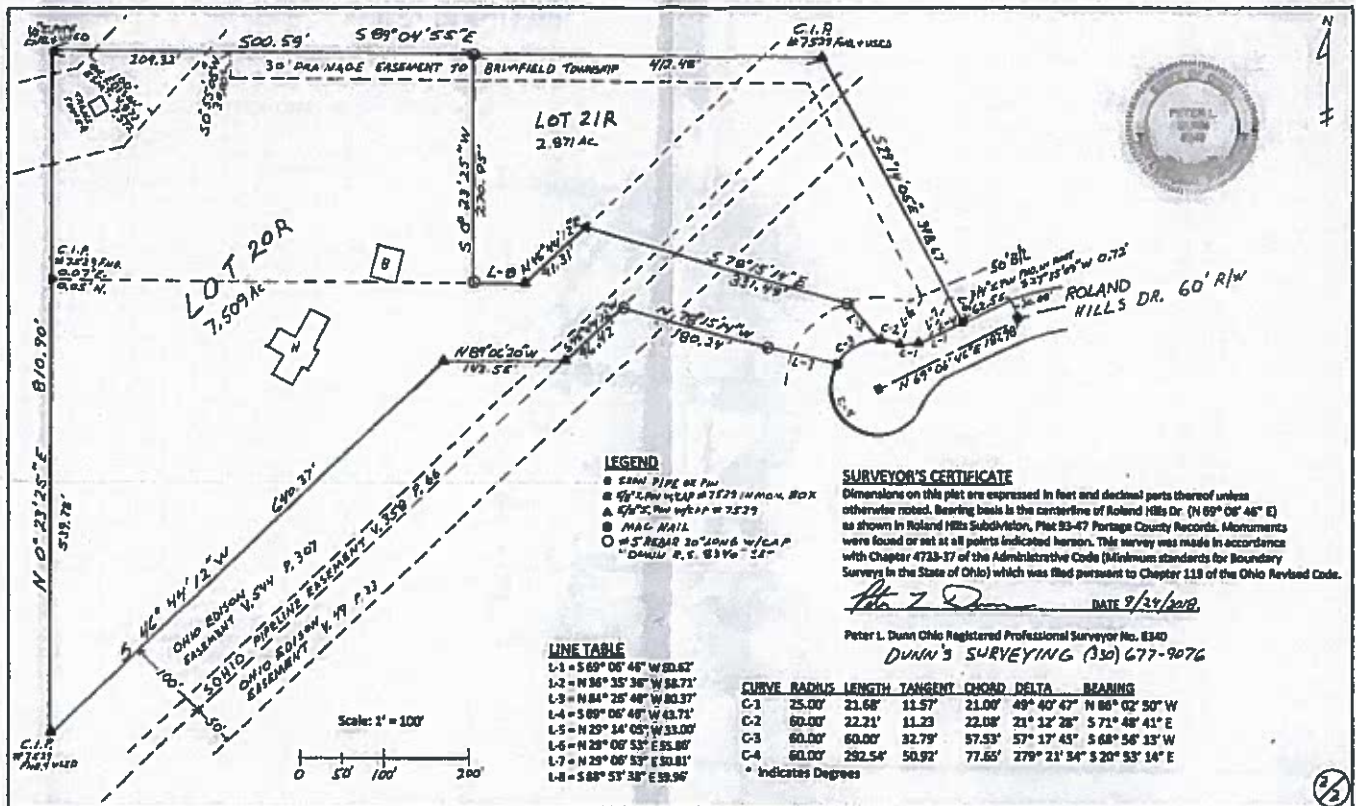
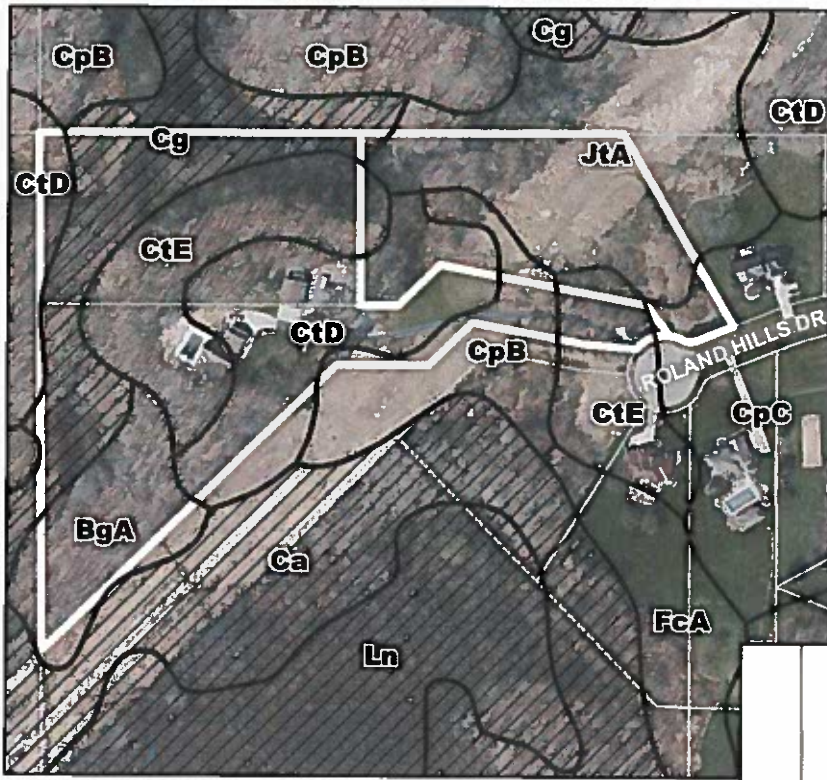


Exhibit 3

Soils, Wetlands, Flood Hazard Areas, & Priority Conservation Areas

Roland Hills Subdivision
Replat of Sub Lots 20 & 21

Brimfield Township



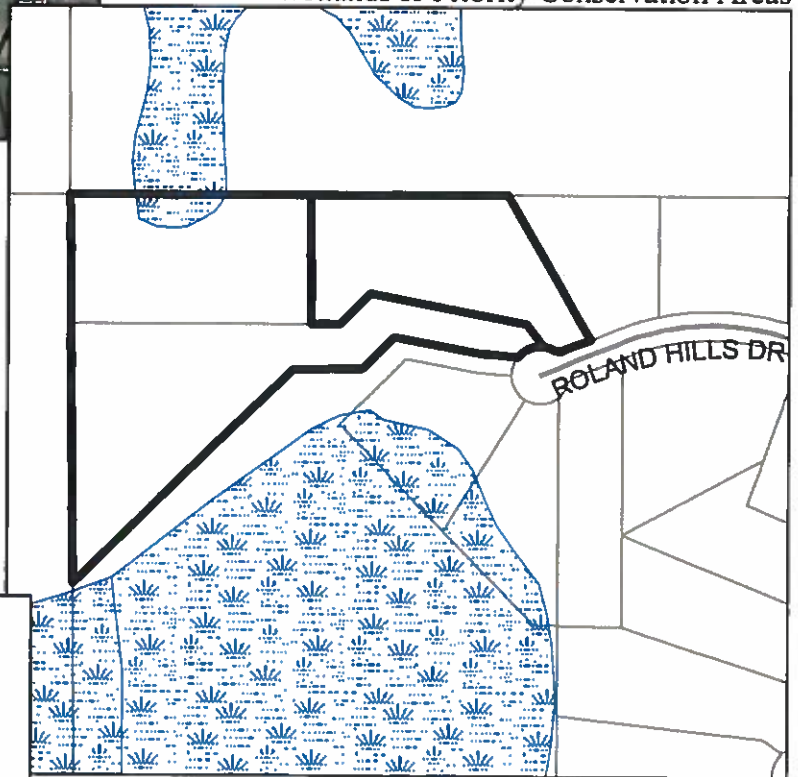
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 Hydric Soils

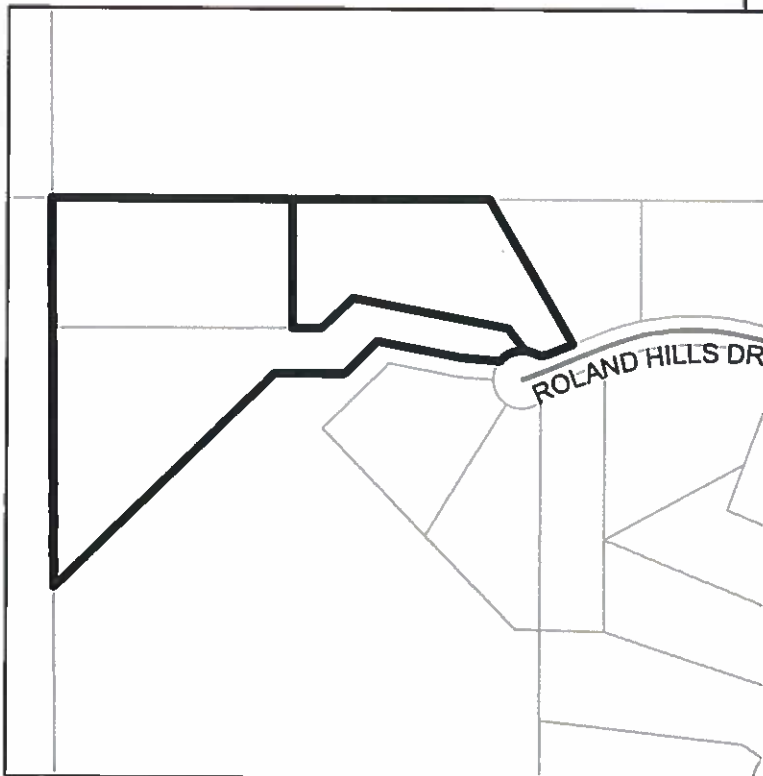




0 200 400 Feet

Wetlands & Priority Conservation Areas



 Wetlands



 Flood Zone A
 Flood Zone AE

FEMA Flood Insurance Rate Map, 2013

**SHALERSVILLE TOWNSHIP
ZONING AMENDMENTS
December 2018**

Received: November 12, 2018
Meeting Date: December 13, 2018

Reviewed by: Todd Peetz

On November 8, 2018 in the regular meeting for Shalersville Township Zoning Commissions, the Zoning Board voted to approve the following two text amendments to the Zoning Book. Our public meeting for the two amendment changes will be held on December 13, 2018.

**Amendment I
CURRENT**

Section 368 Residential uses in LI-D (Light Industrial)

Residential uses located in Light Industrial Districts shall conform to the minimum area and height, off-street parking, sewage disposal, and accessory building requirements of A/R-R Residential Districts and not to the minimum requirements for Light Industrial Uses.

NEW

Section 368 Residential uses in LI-D (Light Industrial)

Any lots located in the LI District that were being used for residential purposes prior to October 16, 2018, shall be deemed a valid nonconforming use and fall within the provisions of Article V of this Resolution. (Hereinafter "pre-existing residential uses") Further, these pre-existing residential uses shall conform to the minimum area and height, off-street parking, sewage disposal, and accessory building requirements of A/R-R Residential Districts and not to the minimum requirements for the Light Industrial Uses.

Staff Comments: The above new language is underlined. My only question is why was October 16, 2018 used? You may want to use the date as approved by the Trustee's or a date when this language first appeared in the early 2000's to be verified. The County Prosecutor's office should help provide what date is most suitable. The understanding was this language was to acknowledge that residential uses were pre-existing at the time of the zoning amendment to light industrial and to allow existing uses to continue to function under the A/R-R residential district regulations.

Staff Recommendation: Staff would recommend approval and would encourage working with the County Prosecutor's office to determine the most appropriate date to use in the final language.

Amendment II
CURRENT:

Section 814 Bases of Determination

The Board of Zoning Appeals shall review the particular facts and circumstances of each proposed use in which a variance (for Conditional Use Permit procedure see Article VI), is requested in terms of the following standards and shall find adequate evidence that such use on the proposed location:

- A. Will be harmonious with and in accordance with the general objectives or with any specific objective of the Shalersville Township Comprehensive Plan of Zoning or any amendment thereto;
- B. Will be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with existing or intended character of the general vicinity and that such use will not change the essential character of the same area;
- C. Will not be hazardous or disturbing to existing or future neighboring uses;
- D. Will not be detrimental to property in the immediate vicinity or to the community as a whole;
- E. Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal and schools; or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such facility or service;
- F. That all structures, roads, and utilities will be in compliance with the Portage County Subdivision Regulations the Board of Health Regulations and Requirements, and the Portage County Building Code;
- G. Will be in conformance with the land use and growth policies of current adoption by the Township;
- H. Will provide means of ingress and egress for vehicular traffic designed so as to avoid traffic hazards or congestion;
- I. Will not by reason of lights, noise, dust; noxious odors, smoke, fumes or vibration, be offensive or injurious to adjoining property or the general area;
- J. That the use, if permitted, will be maintained in a neat, orderly condition so as to avoid distraction from the general appearance of the area;
- K. That such variance as will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of this Resolution would result in unnecessary hardship. No non-conforming use of neighboring lands, structures, or buildings in the same district and no permitted or non-conforming use of lands, structures, or buildings in other districts shall be considered grounds for issuance of a variance. Variances shall not be granted on the grounds of convenience or profit, but only where strict application of the provisions of this Resolution would result in unnecessary hardship, not solely financial, and provided that the granting of a variance shall not, in effect, constitute a rezoning of the parcel in question.

NEW:

**Section 814 Bases of Determination
Appeals and Variances**

Before an appeal or variance may be granted, the Board of Zoning Appeals shall find by a preponderance of reliable, probative and substantial evidence submitted at the hearing, and only from such evidence, that the applicable standards of this Resolution are or will be satisfied by the proposed development or use.

With respect to variance requests, the Board of Zoning Appeals may impose additional, written, conditions on the proposed development or use as it deems necessary to ensure that the intent and objectives of this Resolution are and will be observed. The evaluation to grant a variance shall be based on the following standards and the Board of Zoning Appeals shall find that:

1. Use Variance

- a. The variance is necessary due to special conditions.
- b. A literal enforcement of this Resolution will result in an actual unnecessary hardship to the applicant in the reasonable use of their property.
- c. If the use variance is granted, the spirit and intent of this Resolution will be observed and substantial justice done.
- d. The approval of the variance will not have an adverse impact on the immediate neighborhood, community land use, or be contrary to the Township's Comprehensive Land Use Plan.
- e. The hardship is not self-created.
- f. The property owner did not purchase the property with the knowledge of the zoning restrictions on the use of the property.
- g. No use variance shall be granted where the proposed development or use would be contrary to a use prohibited under Section 414, Prohibited Uses.

2. Area Variance

On application for an area variance, the Board of Zoning Appeals shall review the evidence submitted at the hearing in light of the following standards:

- a. Whether the property will yield a reasonable return or can there be a beneficial use of the property without the variance.
- b. Whether the variance is substantial.
- c. Whether the essential character of the neighborhood would be substantially altered or adjoining properties suffer a substantial detriment as a result of GRANTING the variance.
- d. Whether the variance would adversely affect the delivery of governmental services.
- e. Whether the property owner purchased the property with the knowledge of the zoning restrictions.
- f. Whether the problem can be solved by some manner other than the granting of the variance.
- g. Whether the variance preserves the spirit and intent of the Zoning Resolution and substantial justice would be done by the granting of the variance.

Staff Comments: Previously all variances were addressed the same. In the new version there are “use” variances and “area” variances and you may have a situation where it could be both. Staff had discussed variance issues with the Township before and that the Township had heard a discussion at one of the Zoning Inspector meetings where the Prosecutor’s office recommended the separation. The language may have come from the prosecutor’s office or I would advise that the language as with all amendments be reviewed by the prosecutor prior to approval of the Township Trustees. Other comments like 1(a) what are special conditions? In 1(c) what is “substantial Justice”? In 2(b) what is “substantial” you may want to place a percentage like the area variance is not more than 10% or 50% out of compliance or something in between. In 2(c) variance itself is not detrimental the granting of the variance is what may be detrimental, so add “granting”.

Items that are being removed from the process that maybe should stay are that the granting of the variance will be harmonious with the character of the general vicinity. Or old k. contrary to the public interest.

The new text appears to utilize the concepts of the old text but was rewritten and divided to help the Board of Zoning Appeals with determining the criteria to evaluate the variance.

Staff Recommendation: Staff would recommend adding the word “granting” to 2(c) and make sure the County Prosecutor’s Office has also reviewed the language. We would recommend approval as amended.

MEMORANDUM

To: RPC Board Members

From: Todd Peetz, Director 

Date: December 5, 2018

Subj: Suffield Township Land Use Plan

Please see below the Executive Summary of the Suffield Township Land Use Plan Final Draft. Due to the size of the document we have provided a link to the whole document on our website www.pcrpc.org.

With all projects that are ready to be finalized we need to show and let the whole Board know what we have prepared. Next month we will present Ravenna City's Plan and in February we will present the City of Streetsboro with Windham Village in the near future.

Suffield Township Planning Commission spent a little over a year fine tuning the plan to meet their needs and included an on-line community survey to poll the residents. In this case they mostly reused a previous community survey. Their core values had not changed over the past decade, which was reassuring. Please review, if you have any questions, please feel free to contact me at 330-297-3615.

Suffield Land Use Plan Summary

The Suffield Township Land Use Plan is based on the existing physical, economic and social conditions, trends, projection of future needs. Specific desires and directions that residents and Township Officials have indicated as appropriate for the community are vital to the formation of this Plan. The Land Use Plan does not change any laws or resolutions of the Township. It is intended to be a tool to help the Township make decisions regarding land use, development, conservation of land and other resources, capital improvements, programming and budgeting. The Land Use Plan outlines policies for physical development that will allow future growth to occur in a coordinated manner that benefits the community as a whole.

Overview of Existing Conditions

Suffield Township is a rural community with low-density residential development along its road frontage. There are several areas of subdivided housing developments that are more suburban in nature. Large tracts of agricultural land and open space cover much of the Township, especially in the southern and eastern areas.

Commercial development within the Township lies mainly along the major roads, such as Waterloo Road, Martin Road, and State Route 43. The bulk of Suffield's commercial developments are small, locally owned businesses of various types that serve the needs of the community. The Goodyear air dock is a major industrial facility. Several other light industrial facilities exist throughout the township, notably on Waterloo Road near the Norfolk & Southern Railroad tracks. Extractive activities also take place in Suffield Township, including gas and oil wells and sand and gravel mining. Plus, much of the countryside is used for agricultural endeavors.

Sensitive natural areas extend in band through the center of the township anchored by two large recreational areas to the north and south. The Mogadore Reservoir covers a large part of the northernmost third of the Township while Wingfoot Lake is in the southern portion.

Population projections based developed by the Akron Metropolitan Area Transportation Study based on the 2010 Census estimate a population of 7,511 by 2045. This is a growth of approximately 1,000 new residents over a 25-year span or an average of 40 new residents per year. This small annual increase was not enough to re-adjust the growth scenarios created for the 2002 land use plan.

Survey Results Summary

The 2017 and 2003 survey results show an increasing number of residents believe that agriculture is an important industry, it should be protected within the township, and that the rural character of the township should be maintained. A majority of respondents oppose servicing the township by central sewer and water systems, implying growth should not be encouraged everywhere, but rather remain in existing developed areas. Future development and redevelopment should be restricted to these areas. While a strong majority believe the township should maintain its own identity as separate from other communities, they also favor joining with these communities in coordinating planning efforts. This demonstrates that respondents are aware that development trends in adjacent areas will influence the future of Suffield Township.

Goals for Suffield Township

The Plan establishes a vision based on the desires of the residents and the Township's public officials, as indicated in survey results and the views and opinions expressed by those in attendance at the Zoning Commission meetings. The residents and the public officials have established the following overall goals and objectives to guide the future of the community and to serve as a general framework for any planning policies and implementation measures established to achieve the desired future for Suffield:

- Manage impacts to natural resources as a result of development
 - *Objective: Provide a balance of open space and manage environmental concerns.*
- Monitor changing economic, technological or infrastructure changes that may directly impact population size of the Township
 - *Objective: Develop in correlation to population increase*
- Utilize land use criteria as appropriate to encourage orderly development
 - *Objective: Plan for the future and orderly development within Suffield Township, Portage County, and beyond*
- Maintain farmland as the predominate characteristic of the Township
 - *Objective: To protect large blocks of farmland and unique farmlands while providing for limited development in areas suitable for agricultural productions*
- Provide for adequate employment and shopping opportunities
 - *Objective: Ensure business and employment needs are met for township residents*
- Monitor how changes to technology, economy, and infrastructure may impact the community character
 - *Objective: Grow in patterns that will compliment Suffield Township's rural character and keep up with resulting infrastructure needs*

**PORTAGE COUNTY REGIONAL PLANNING COMMISSION
WORK PROGRAM REPORT
November 2018**

A. COMPREHENSIVE PLANNING

1. Farmland Preservation Plan Update

- The State is looking for local government representatives. We have notified the Western Reserve Land Conservancy that we would like to partner with them as the local representative. Assisted Western Reserve with “Living the Dream” farm in Atwater.

2. Portage County Parks, Trails, and Greenways Plan

- Working with the Park District as needed.

3. Portage County Comprehensive Economic Development Strategy Update (CEDS) 2018 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.

B. PLAN IMPLEMENTATION/SHORT TERM PLANNING

1. Update of Portage County Subdivision Regulations

- We are in the process of merging subdivision regulations that work in surrounding communities. The idea is to implement good ideas that can also work here in Portage County.
- We completed our final draft reviews of the proposed Subdivision Regulations. We had a steering committee meeting in November to review and finalize our comments. The next meeting is scheduled for December 11th.

C. INFORMATION SYSTEMS

1. Database Acquisition and Updates

2. Web Site

Check out the website at www.pcrpc.org.

D. PLANNING ADMINISTRATION

1. Subdivision Regulation Administration

a. Subdivisions of Land (Submitted)

Preliminary Plan	0 Applications	0 Lots
Plats	0 Applications	0 Lots
Replats	1 Application	2 Lots
Exceptional Replats	1 Application	0 Lots
Variance	0 Application	
Minor Subdivisions	1 Application	2 Lots

b. Divisions of Land

5+Acre Lots Divisions	9 Application	9 Lots
Transfers to Adj Prop	<u>0 Applications</u>	<u>0 Transfers</u>
Total	12 Applications	13 Lots Created

2. Zoning Text and Map Amendments

- See community/member services

3. Community and Economic Development Administration and Implementation

- See CDBG Report

E. REGIONAL COORDINATION AND OTHER CONTINUING ACTIVITIES

1. Other Member Services as Requested

- Atwater Township
- Brimfield Township
We worked on a Brimfield Crossing Replat. Updated zoning map. Looking at the zoning districts to determine an opportunity to reduce or realign them so they do not have so many Zoning districts.
- Franklin Township
- Freedom Township
- Garrettsville Village
- Hiram Township
Actively looking for grant opportunities to support projects they would like us to help find grant funding for.
- Hiram Village

- Mantua Township
Continue to help coordinate the Mantua Center School development plan.
- Mantua Village
- Nelson Township
- Palmyra Township
- Paris Township
- Randolph Township
Proposed language for storage containers for November RPC Board Meeting.
- Ravenna City
We continue to finalize their land use plan. The next meeting will be held with City Council and is to be determined.
- Ravenna Township
We are assisting Ravenna Township and the City of Ravenna with their JEDD.
We are assisting with potential zoning amendments.
- Rootstown Township
We processed zoning text amendments for November RPC Board meetings.
- Shalersville Township
Helped with map updates and other data gathering for their records and Amendment for the December Board meeting
- City of Streetsboro
The next meeting will be held with their Planning Commission December 11th.
- Suffield Township
Staff attended their November 14th Planning Commission meeting, related to their land use plan. Summary of their land use plan will be presented at the December RPC Board meeting.
- Sugar Bush Knolls
- Windham Township
- Windham Village
We have completed the first draft of their land use plan.

2. Non-Member Technical Assistance

3. Intergovernmental Reviews-Applications Received

Local-0

Areawide-0

Statewide-0

4. Akron Metropolitan Transportation Study (AMATS)

5. Northeast Ohio Four County Regional Planning and Development Organization (NEFCO)

- Attended the November Board meeting.

6. Portage County Housing Services Council

7. 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.

8. Portage Development Board (PDB)

- Staff met with Brad Ehrhart to discuss a potential projects in Portage County. We also met with them to discuss the Portage County Airport and evaluate funding for new hangers.

9. Quarterly Zoning Inspectors (QZI) Meeting

- The County Building Official and Water Resources Director presented their suggestions on how to coordinate with their offices. The next meeting TBD.

10. Portage County Land Reutilization Corporation (Land Bank)

- Contracts for PCRPC to coordinate the meetings and assist in the preparation of any mapping and possibly some planning for the Land Bank. The land bank had a meeting on October 10th at Reed Memorial Library. The next meeting with the Land Bank is January 7th at Reed Memorial Library.

11. 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 sewer systems. This is part of a three-pronged program to help homeowners with the problem of high costs to repair and replace the home sewer system. The contract for implementation is in place and we are taking applications.

12. Ravenna City Land Use Plan

- We are currently finalizing the land use plan. We held a community meeting on February 22nd at Reed Memorial Library and had a kick off meeting with the Ravenna Planning Commission on July 31st. The next meeting will be with the Ravenna City Council to be determined in December or January.

13. Local Government Innovation Fund County-wide Parks and Recreations Collaboration and Coordination Plan.

- Portage County Regional Planning Commission received a \$50,000 grant to work with all the parks and park-related facilities in the County to do the following basic tasks:
 - 1) Foster Collaboration
 - 2) Inventory all park amenities/facilities in Portage County
 - 3) Discuss opportunities for resource sharing i.e. purchase of playground equipment, maintenance of equipment
 - 4) Discuss opportunities to coordinate park services i.e. leagues, events, and other social activities,
 - 5) Compile facility and programming information to share with each community and a master list to be provided online for public use.
- A steering committee meeting was held on February 20th at the RPC office. Next meeting will be held in December.
- We are combining financial resources from another grant for the creation of an interactive website. The grant has been extended until December 31, 2018.

14. Local Government Innovation Fund Marketing and Branding (planning) Grant.

- This is a planning grant for the purpose of Marketing and Branding Portage County. This is not an implementation grant.
- We hope to develop dozens of ideas that will help brand Portage County and the Cities, Villages, and Townships.
- We are exploring what other communities across the nation have done to market themselves and create a list of ideas that would be made available to everyone to utilize.
- We hope to add a Live/Work/Play section to the County's website
- We also are looking to better market our local schools regionally to establish the quality of our local schools.

F. COMMISSION MANAGEMENT/ADMINISTRATION

1. Marketing/Customer Service/Public Relations

2. 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. The next meeting is July 18th. The car show is August 29th, Runway Fest is August 31st and September 1st, the Dinner is September 6th, and Volunteer day is September 13th. Celebrate Portage! Has been completed and the next meetings won't start until January 2019.

Grant Submitted	Status	Grant Description	Amount	Adm. Revenue
Local Government Innovation Fund	FUNDED	To create comprehensive plan for parks	\$47,500	\$2,500
Local Government Innovation Program (LGIF/LGIP)	FUNDED	Submitted proposal for shared access to county website in effort to better market and brand Portage County.	\$50,000	\$22,500
JAG	PARTIALY FUNDED	Worked with Sheriff's Department to submit grant for 10 MDT computers	\$30,000 of \$74,401	None
Healthy Food for Ohio Program	Not Funded	Due to decreased availability of state funding, we are working with Windham on a different strategy that could gain a portion of financial support from this revenue stream. Met with Mayor Blewitt to conference call with Omar Elhagmusa, program officer for HFO and Elizabeth from Senator Eklund's office.	\$250,000	
Ohio Supreme Court Technology Grants	PARTIALY FUNDED	Worked with Gordon Fischer, Director of Technology for Courts writing proposal drafts for submission to the Supreme Court of Ohio Grants. The grants support technology improvements for the Common Pleas Court- General Division, Common Pleas Adult Probation, Probate Court, and Ohio Juvenile Court.	\$21,146.60 of \$43,483	None
ODNR: Recreational Trails	PENDING	Reviewing resubmission of the Recreational Trails grant for Atwater. This grant is for development of urban trail linkages, trail head and trailside facilities; maintenance of existing trails; restoration of trail areas damaged by usage; improving access for people with disabilities; acquisition of easements and property; development and construction of new trails; purchase and lease of recreational trail construction and maintenance equipment; environment and safety education programs related to trails	Request for \$73,595 \$6.25 million available statewide	
Fiscal Year 2017 Assistance to Firefighters Grant (AFG) Program	PENDING	Working with Palmyra Township on submission. This program assists first-responder organizations that need support to improve their capability to respond to fires and emergencies of all types under the AFG Program.	Request for \$57,450 \$310,500,000 Available for year	
Fiscal Year 2017 Assistance to Firefighters Grant (AFG) Program	Feb. 2, 2018	Worked with Windham Township on submission. This program assists first-responder organizations that need support to improve their capability to respond to fires and emergencies of all types under the AFG Program.	Request for \$281,000 \$310,500,000 Available for year	Withdrawn
Critical Infrastructure	NOT	Worked with Lisa Reeves on Critical Infrastructure re-submission for Windham. Developing	Request	

	FUNDED	comprehensive project to improve Bauer Street.	\$290,000	
Critical Infrastructure	NOT FUNDED	Worked with City of Ravenna on a Critical Infrastructure grant for Vine Street.	\$300,000	
Portage Foundation	Not submitted	Grants for community projects throughout Portage County. Worked on submission for MRS that was postponed to August submission	\$5,000	
NOPEC	FUNDED	Worked with Paris Township to submit first application to NOPEC for improvements to new building.	\$4,174	
ODNR: Nature Works	FUNDED	Palmyra submission for new playground equipment	\$21,591	None
ODNR: Nature Works	FUNDED	Garrettsville submission for new ADA compliant equipment, exercise equipment, safety light, and picnic tables	\$26,910	None
ODNR: Nature Works	Not submitted	Rootstown submission was postponed to next year.	Withdrawn	None
Critical Infrastructure	FUNDED	Working with Lisa Reeves on Critical Infrastructure re-submission for Windham. Developing comprehensive project to improve Bauer Street.	\$200,000	\$20,000 administration
Critical Infrastructure	PENDING	Working with Lisa Reeves on City of Ravenna's Critical Infrastructure grant for Vine Street. 3 rd Submittal	\$500,000	\$30,000 administration
Grant Title	Due Date	Current Grant Being Considered	Amount	
FEMA: State Homeland Security Program Grants (HSGP)	Full application due date June, 2019 Pre-application Due May 2019;	Met with Ryan Shackelford, Director of Portage County Homeland Security, to discuss this program. He will help communities in anyway possible if they have a project that meets the eligibility. The purpose of HSGP is to support state, local and tribal efforts to prevent terrorism and other catastrophic events and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States. References to these priorities can be found throughout this document	TBD	
Ohio Development Services Agency: New Horizons Fair Housing Assistance Program	Rolling application	Reviewing grant application for Fair Housing and discussing project opportunities. The New Horizons Fair Housing Assistance Program provides funds to units of local government, or consortia of units of local government, to affirmatively further fair housing and eliminate impediments to fair housing.	Up to \$15K; \$5K for each additional jurisdiction for maximum of \$30K	

Grant Title	Due Date	Grant Opportunities 30-120 Days Out	Amount	
COPS Anti-Heroin Task Force (AHTF) Program	June 2019	The COPS Anti-Heroin Task Force (AHTF) Program is a competitive grant solicitation, open to state law enforcement agencies with multijurisdictional reach and interdisciplinary team (e.g. task force) structures. Each grant is two years (24 months) in duration, and there is no local match. Each grant recipient may receive a maximum of \$3 million.	Approx. \$32 million is available	
COPS Anti-Methamphetamine Program (CAMP)	June 2019	The COPS Anti-Methamphetamine Program (CAMP) is a competitive grant solicitation, open to state law enforcement agencies with multijurisdictional reach and interdisciplinary team (e.g. task force) structures. CAMP funds must be used to investigate illicit activities related to the manufacture and distribution of methamphetamine (including precursor diversion, laboratories, or methamphetamine traffickers). Each grant is two years (24 months) in duration, and there is no local match. Each grant recipient may receive a maximum of \$2 million.	Approx. 8 million is available	
Historical Marker Program	July 1, 2019	As part of the Ohio Historical Connection, this program offers support for markers.	\$750	
Ohio Environmental Education Fund General Grant Program	LOI- Due July Application Due-July 2019	<p>The OEEF has five targeted areas of focus where Ohio EPA has determined an immediate need for more educational and awareness outreach effort due to significant environmental impacts in our state:</p> <ul style="list-style-type: none"> •projects that demonstrate and encourage best management practices for nutrients, including, but not limited to, targeted efforts to reduce nutrient loadings to rivers and streams from urban and rural areas; •projects that demonstrate and encourage the use of innovative storm water management practices; •projects that demonstrate and encourage the reduction of air emissions, including, but not limited to, promotion of alternative modes of transportation; •projects that encourage and explain the importance of habitat restoration efforts to increase biodiversity and improve air and water quality; and •projects that encourage pre-school through university students to explore careers in the environmental sciences and environmental engineering. 	<p>Up to \$50,000</p> <p>Mini-grants are for \$500-5,000</p>	

Ohio Humanities: General Grant	July 2019	Cultural program with clear focus on humanities Cultural programs involving humanities professionals Cultural Programs with public benefit Cultural Programs with balanced views Any project over \$2K must have outside evaluator; all grants are a dollar for dollar match	Max \$20,000	
Water Resource Restoration Sponsor program (WRRSP)	Deadline of July 31, for the up- coming pro- gram year, which begins January 1.	The Water Resource Restoration Sponsor Program (WRRSP) was created to counter the loss of ecological function and biological diversity that jeopardizes the health of Ohio's water resources. This program funds both preservation and restoration of aquatic habitat to accomplish this goal. The WRRSP relies on having a sponsoring wastewater loan from the Water Pollution Control Loan Fund (WPCLF).	\$1,621,296	
Grant Title	Due Date	Ongoing Grant Opportunities	Amount	
Ohio Humanities: Tourism Planning Grant and Media Planning	1 st business day of each month	When humanities perspective is integrated from a project's inception, this provides coherence throughout the planning, implementation, and later evolutions of a cultural and heritage tourism initiative. Using Ohio Humanities grants, local community organizations have developed exhibits, walking and driving tours, digital tools, and lively historical experiences	Up to \$2K; implemen- tation grants up to \$20K	
Rural Energy for America Program Renewable Energy Systems & Energy Efficiency Improvement Loans & Grants in Ohio	Ongoing	Provides guaranteed loan financing and grant funding to agricultural producers and rural small businesses to purchase or install renewable energy systems or make energy efficiency improvements. Applications for this program are accepted year round at your <u>local office</u> .	\$20,000 or less and up to \$500,000	
USDA Community Facilities Grant and Loan	Ongoing	Provides affordable funding to develop essential community facilities in rural areas	TBD	
Economic Development Administration (EDA) U.S. Department of Commerce FY2016-2019 Planning Program and Local Technical Assistance Program	Ongoing	Through its Planning and Local Technical Assistance programs, EDA assists eligible recipients in developing economic development plans and studies designed to build capacity and guide the economic prosperity and resiliency of an area or region. The Planning program helps support organizations, including District Organizations, Indian Tribes, and other eligible recipients, with Short Term and State Planning investments designed to guide the eventual creation and retention of high-quality jobs, particularly for the unemployed and underemployed in the Nation's most economically distressed regions. Applications are accepted on a continuing basis and processed as received. This Planning and Local Technical Assistance	\$300,000 ceiling	

		opportunity will remain in effect until superseded by a future announcement.		
Economic Development Administration (EDA) U.S. Department of Commerce	Ongoing	The Economic Development Administration's (EDA's) mission is to lead the Federal economic development agenda by promoting innovation and competitiveness, preparing American regions for economic growth and success in the worldwide economy. EDA fulfills this mission through strategic investments and partnerships that create the regional economic ecosystems required to foster globally competitive regions throughout the United States. EDA supports development in economically distressed areas of the United States by fostering job creation and attracting private investment	\$3,000,000 ceiling; \$100,000 floor	
Walgreens Community Grant Program	Ongoing	Areas of need and focus include: access to health and wellness in communities; pharmacy education and mentoring initiatives; civic and community outreach; emergency and disaster relief.	\$10,000	
Dominion Foundation	Monthly	The Dominion Foundation supports nonprofit organizations dedicated to improving the economic, physical, and social health of the communities served by Dominion's companies. The Foundation focuses its grant making in 5 general categories: <u>health and human services</u> , including hunger/homeless issues and youth and senior services; <u>education</u> , including K-12 education; <u>culture and the arts</u> , including visual arts, music, theater, dance, libraries, parks, public broadcasting, and museums; <u>civic and community development</u> ; and, <u>the environment</u> , including environmental education. The primary interest of the Foundation is to support programs. Support of capital campaigns is limited & provided on an exceptional basis.	\$1,000- \$15,000	
ODNR Division of Forestry: Dry Fire Hydrant Grant Program	No deadline; funds are available annually	The Ohio Department of Forestry Grant Program is focused on improving wildfire protection and fire department preparedness by providing funding assistance for dry hydrant installation.	\$2,250	

Grant Title	Due Date	Grants To Review Again in 2018	Amount	Adm. Revenue
Lake Erie Protection Fund	Quarterly Aug, Oct, Feb	Small grants for research and on the ground projects aimed at protecting, preserving, and restoring Lake Erie or its tributary watersheds in Ohio. Focuses on projects that lead to better management decisions for both environmental protection and economic development. Special grant projects considered. Support through donations or license plate.	\$15,000 available	
Ohio Civil Justice Grants	August 2019	The Supreme Court of Ohio is pleased to announce the availability of grant funds to support local court technology projects. The funds will be used to address a variety of issues and situations where the lack of sufficient technology is a barrier to the efficient and effective administration of justice. Any court of appeals, common pleas court (or any division therein), municipal court, or county court is eligible to apply.		
Portage Foundation	August 2019	For community projects throughout Portage County. Looking at grant for Main Street Ravenna	\$2000	
Water Pollution Control Loan Fund (WPCLF)	Need to reapply August 2019	Below market interest rate loans are awarded to eligible applicants for planning, design, and construction of wastewater treatment facilities and sewer systems. The standard below market interest rate is established monthly, and is 1.25% below the general obligation bond index rate. The program also offers a small community interest rate, as well as hardship interest rates of 0% and 1%. There are currently no minimum or maximum loan amounts. Approximately \$500 million is loaned out each year	\$1,621,296	
Diesel Emissions Reduction Grant	September 2019	Public and private sector diesel fleets (motor vehicle, marine, locomotive and highway construction equipment) that are eligible under the Federal Highway Congestion Mitigation and Air Quality (CMAQ) program and located in a. Private sector fleets must apply through a public sector partner. Administered jointly with Ohio Depart. Transportation.	10 million annually with up to \$350,000 given per grant	
Clean Water Act Section 319	September 2019	Local governments, nonprofit organizations, watershed groups and SWCDs and local parks can conduct stream restoration and nonpoint source pollution management projects. 20% total project cost are required to be provided as local match. About 2 million available annually	Between \$300,000-\$400,000	

Ohio Department of Transportation and Ohio EPA -- Diesel Emission Reduction Grant (DERG)	September 2019	Supports proposals from public sector and private sector (with a public sponsor) diesel fleets that will undertake vehicle/equipment replacement, repower, or retrofit for the purpose of emissions reduction in eligible Ohio counties. Fleets may also apply for idle reduction equipment		
Ohio Humanities: Quarterly Grants	September 2019	Ohio Humanities has 2 special funding opportunities available at all times: 1) Towards A Beautiful Ohio: Ohio Humanities is a 3 year initiative focusing on the environment. As part of this initiative, they seek to strategically invest in public conversations that address environmental issues from a humanities perspective. 2) Humanities and the Experience of War: Standing Tall In recognition of the importance of the humanities both in helping Americans to understand the experiences of service members and in assisting veterans as they return to civilian life.	\$2,001-5,000	
Ohio Humanities	September 2019	As a part of its current initiative, Standing Together: The Humanities and the Experience of War, the National Endowment for the Humanities offers a new grant opportunity: the Dialogues on the Experience of War program. The program supports the study and discussion of important humanities sources about war, in the belief that these sources can help U.S. military veterans and others to think more deeply about the issues raised by war and military service. The humanities sources can be drawn from history, philosophy, literature, and film—and they may and should be supplemented by testimonials from those who have served. The discussions are intended to promote serious exploration of important questions about the nature of duty, heroism, suffering, loyalty, and patriotism The discussion groups can take place on college and university campuses, in veterans' centers, at public libraries and museums, and at other community venues. Most of the participants in the discussion groups should be military veterans; others, such as men and women in active service, military families, and interested members of the public, may participate as well.	Up to \$100,000 which includes support for recruitment and training of facilitator	
National Endowment for the Arts: OUR TOWN Grant Projects that Build Knowledge About Creative Placemaking and Arts Engagement,	September 2019	Grant Program Description - This area of Our Town funding is to build and disseminate creative place making knowledge more broadly. These projects can be carried out by arts service or design service organizations, and/or other national or regional membership or university-based organizations that provide technical assistance to those doing place-based work, to expand the knowledge base about creative place	Between \$25,000-100,000	

Cultural Planning, and Design Projects		making to their members and the field. These projects should expand the capacity of artists and arts organizations to be more effective entrepreneurs and to work more effectively with economic and community development practitioners, and vice versa, to improve the livability of the communities and create opportunities for all	matching	
Lake Erie Commission: Lake Erie Protection Fund (LEPF)	October 2019	The Ohio Lake Erie Commission administers Ohio's Lake Erie Protection Fund, which was established to finance research and on-the-ground projects aimed at protecting, preserving and restoring Lake Erie and its watershed. Projects focus on critical issues facing Lake Erie, including: water quality protection, fisheries management, wetlands restoration, watershed planning, invasive species, algal bloom research, Lake Erie ecological shifts, and environmental measurements.	Up to 50K with 25% match required	
Office of Criminal Justice Services (OCJS) Justice Assistance Grant Law Enforcement (JAGLE)	October 31, 2019	Justice Assistance Grants for Law Enforcement for hiring, training, and employing law enforcement officers and support staff on regular basis, paying overtime for the above, and procuring equipment and technology.	Up to \$20,000	
State Farm Insurance	Oct. 2019	We make it our business to be like a good neighbor, helping to build safer, stronger and smarter communities across the United States. Through our company grants, we focus on three areas: safety, education, and community development.	\$5,000 and up	
National endowment for the Humanities: Dialogues on the Experience of War	November 2019	The program supports the study and discussion of important humanities sources about war, in the belief that these sources can help U.S. military veterans and others think more deeply about the issues raised by war and military service. Although the program is primarily designed to reach military veterans, men and women in active service, military families, and interested members of the public may also participate.	Up to \$100,000	
Robert Wood Johnson Foundations	November 2019	The Robert Wood Johnson Foundation (RWJF) Culture of Health Prize (the Prize) recognizes communities that have placed a priority on health and are creating powerful partnerships and deep commitments that will enable everyone, especially those facing the greatest barriers to good health, the opportunity to live well. A Culture of Health recognizes that health and well-being are greatly influenced by where we live, learn, work, and play; the safety of our surroundings; and the relationships we have in our families and communities. The Prize elevates the compelling stories of local leaders and community members who together are	\$25,000	

		transforming neighborhoods, schools, businesses, and more—so that better health flourishes everywhere.		
Capital Planning Grants	November 2019	Preparing capital grant ideas from local government (Commissioners) that can be reviewed for the upcoming next 2 years state budgeting process. Requires 6 year planning document.		
MARCS (Multi-Agency Radio Communication System)	November 2019	Working with Windham Township to determine if the MARCS grant is going to be applied for by deadline. MARCS is dedicated to providing Ohio's first responders and public safety providers with state-of-the-art wireless digital communications, and to promote interoperability, in order to save lives and maximize effectiveness in both normal operations and emergency situations.		
Ohio Drug Law Enforcement Fund	December 2019			
National Institute of Food and Agriculture-Community Food Projects Competitive Grant Program (CFPCGP)	December 2018	CFP intends to solicit applications and fund two types of grants. The types are entitled (1) Community Food Projects (CFP) and (2) Planning Projects (PP). The primary goals of the CFP are to: Meet the food needs of low-income individuals through food distribution, community outreach to assist in participation in Federally assisted nutrition programs, or improving access to food as part of a comprehensive service; Increase the self-reliance of communities in providing for the food needs of the communities; Promote comprehensive responses to local food access, farm, and nutrition issues; and Meet specific state, local or neighborhood food and agricultural needs including needs relating to: Equipment necessary for the efficient operation of a project; Planning for long-term solutions; or The creation of innovative marketing activities that mutually benefit agricultural producers and low-income consumers.	\$8,640,000 is available	
Food Insecurity Nutrition Incentive (FINI)	December 2018	Grant program supports project that increased the purchase of fruits and vegetables among low-income consumers participating in the supplemental Nutrition Assistance Program (SNAP) by providing incentives at the point of purchase.	21 million available	
Office of Criminal Justice Services (OCJS)	Dec. 2018	Family Violence Prevention and Services grants funds projects that assist units of local government develop and strengthen effective law enforcement and prosecution strategies and services to combat crimes against women.		

Ohio Environmental Education Fund	Electronic LOI due January 9; Applications due January 17, 2019	Local subdivisions of government, local schools, and school boards, non-profit organizations, for profit- organizations, and state agencies can apply for mini grants and general grants. Education projects targeting pre-school through university students and teachers, the general public, and the regulated community. 10% cash or in-kind match required.	\$500	
Public Humanities Grants	January 2019	Public Humanities Projects grants support projects that bring the ideas and insights of the humanities to life for general audiences. Projects must engage humanities scholarship to analyze significant themes in disciplines such as history, literature, ethics, and art, or to address challenging issues in contemporary life. NEH encourages projects that involve members of the public in collaboration with humanities scholars or that invite contributions from the community in the development and delivery of humanities programming. This grant program supports a variety of forms of audience engagement.	Planning grants up to \$40,000 Implementations grants \$50,000-\$400,000	
OCJS: Ohio Drug Law Enforcement Fund Grant	January 2019	The Ohio Drug Law Enforcement Fund will provide funding to defray expenses that a drug task force organization incurs in performing its functions related to the enforcement of the state's drug laws and other state laws related to illegal drug activity. Each applicant will need to demonstrate how their application meets the stated purpose of the fund.		
Distance Learning and Telemedicine Grant Program	TBD	Through The US Department of Agriculture, the Distance Learning and Telemedicine program helps rural communities use the unique capabilities of telecommunications to connect to each other and to the world, overcoming the effects of remoteness and low population density. For example, this program can link teachers and medical service providers in one area to students and patients in another.		
ODNR Division of Forestry: 2017 Volunteer Fire Assistance Grant	January 2019	The U.S. Department of Agriculture, Forest Service, through the Cooperative Forestry Assistance Act, has allocated funds to Ohio for the Volunteer Fire Assistance (VFA) Grant Program. These funds will be distributed to fire protection agencies on the basis of the Act and the federal guidelines. The grants are 50/50 matching reimbursement grants. This means a fire department that receives a grant must purchase the equipment prior to receiving reimbursement for 50% of the total project amount.	Up to \$10K	

Ohio Public Works Commission	Jan. 2019.	The OPWC provides financing for local public infrastructure improvements through both the State Capital Improvement Program (SCIP) and the Local Transportation Improvement Program (LTIP). SCIP is a grant/loan program for roads, bridges, water supply, wastewater treatment, storm water collection, and solid waste disposal. LTIP is a grant program for roads and bridges only.		
National Endowment for Humanities: Creating Humanities Communities	Feb, 2019	The Creating Humanities Communities program provides matching grants to help stimulate and proliferate meaningful humanities activities in states and U.S. territories underserved by NEH's grant making divisions and offices. Grantees will use the funds to establish and undertake new humanities program		
ODNR: Clean Ohio Trails Fund	February 2019	The Clean Ohio Trails Fund works to improve outdoor recreational opportunities for Ohioans by funding trails for outdoor pursuits of all kinds. Local governments, park and joint recreation districts, conservancy districts, soil and water conservation districts, and non-profit organizations are eligible. Eligible projects include: Land acquisition for a trail, trail development, trailhead facilities, engineering and design		
Ohio EPA Grants Litter and Prevention Grants: <i>Community Development</i>	February 2019	Community Development Grants allow Ohio communities to support and expand community recycling and litter prevention efforts. Grants provide funding for equipment to support recycling collection and materials processing. Those eligible to apply include municipal corporations, counties, townships, villages, state colleges or universities, solid waste management districts and authorities, park districts, health districts, statewide recycling and litter prevention trade associations, non-profit organizations and state agencies. The grant requires 50 percent matching funds to be available and spent on the approved project. The grant period is 12 months in duration	\$3,000-\$250,000	
Ohio EPA Grants Ohio EPA Grants Litter and Prevention Grants: : <i>Liter Management</i>	February 2010	Litter Management Grants allow Ohio communities, local government agencies and non-profit organizations to support litter and tire amnesty collection projects. Additionally, grant funding is available to support Keep Ohio beautiful (KOB) Communities and KOB activities. Grant proposals must include an actual clean-up activity to take place on public land or public waterways. The applicant must include a commitment to provide 10 percent matching funds. The grant period is 12 months in duration.	Grants are provided from \$500 to up to \$90,000	

Ohio EPA Grants Liter and Prevent Grants: <i>Scrap Tire Grants</i>	February 2019	Scrap Tire Grants provide financial assistance to Ohio's businesses, communities and non-profit organizations to convert manufacturing operations to accept scrap tire material, expand tire processing operations or utilize scrap tire material in civil engineering construction projects or manufactured products. Businesses or non-profit organizations must secure a local government sponsor to serve as the grant applicant. Applicants must commit to providing 100 percent matching funds. The grant has a maximum duration of 24 months.	Grants are provided from \$350,000-\$200,000	
Ohio EPA Grants Liter and Prevention Grants: <i>Recycling Market Development Grants</i>	February 2019	Market Development Grants are offered to Ohio businesses and non-profit organizations that propose to create equipment infrastructure for successful markets of recyclable materials and related products. Applicants must be sponsored by an eligible governmental agency who will serve as the grant applicant and a pass-through agency for documenting and receiving funds. The applicant must include a commitment to provide 100 percent matching funds. The grant has a maximum duration of 24 months.	\$250,000 awarded per project category	
NEA Art Works-Design	SF-424 due February 2019 Proposal due February 2019	Reviewing form for RPC for submission of the planning, development, printing of Architectural guidelines for Portage County	\$10,000-\$100,000 matching funds	
FEMA Fire Prevention and Safety Grants	March 2019	The Fire Prevention and Safety (FP&S) Grants are part of the Assistance to Firefighters Grants (AFG) and support projects that enhance the safety of the public and firefighters from fire and related hazards. The primary goal is to reduce injury and prevent death among high-risk populations. In 2005, Congress reauthorized funding for FP&S and expanded the eligible uses of funds to include Firefighter Safety Research and Development.	TBD	
LOWES Charitable and Educational Foundation Grants	March Based on last year	Grants used to help build better communities by providing monetary assistance to nonprofits and municipalities looking for support of high-need projects such as: building renovations/upgrades, grounds improvements, technology upgrades and safety.	\$2,000-\$100,000 with most failing between \$10K-\$25K	
US Department of Health and Human Services Drug Free Communities Support	March 2019	Eligibility applicants are community-based coalitions addressing youth substance use that have previously received a DFC grant but experienced a lapse in funding or have concluded the first five-year funding cycle and are applying	\$125,000	

Program		for a second five-year funding cycle.		
Alternative Fuel Vehicle Conversion Program	March 2019	Ohio General Assembly in June 2016 created a new Alternative Fuel Vehicle Conversion Grant program and set aside \$5 million to be awarded for converting or replacing diesel- and gasoline-powered large vehicles to run on alternative fuels. Grants would reimburse business owners of large diesel or gasoline vehicles weighing 26,000 pounds or more (class 7 and 8) for a portion of the cost of replacing or converting the vehicle to run on compressed natural gas (CNG), liquefied natural gas (LNG) or propane autogas (LPG), including bi-fueled or dual-fueled trucks that can run on both an alternative fuel and on gasoline or diesel fuel. Grants can also cover the cost of converting one or more eligible traditional fuel vehicles into alternative fuel vehicles. This is a reimbursement program and applicants must provide their own funding to cover expenses as they are incurred.	Up to \$400,000	
Historic Preservation Tax Credit Program: Round 20	*Historic Documentation, (Part 1 & 2) Feb. 2019 by 5:00 *Application /Fee Submission Deadline: March 2019 by 5:00	The Ohio Historic Preservation Tax Credit Program provides a tax credit in order to leverage the private redevelopment of historic buildings. The program is highly competitive and receives applications bi-annually in March and September. <ul style="list-style-type: none"> SHPO Pre-App Request Deadline: February 1, 2018 Intent to Apply and SHPO Pre-Application Meeting Deadline: Feb. 15, 2018 	TBD	
CLG Grant-Ohio Historic Preservation Tax Credit Round 20	Requires a LOI by Feb. 2019 Application Submission Deadline: March 2019	The Ohio Historic Preservation Tax Credit Program provides a tax credit in order to leverage the private redevelopment of historic buildings. The program is highly competitive and receives applications bi-annually in March and September.		None
The Ohio Department of Public Safety Division of Emergency Medical Services	Due: April 1, 2019	Priority applications are for training of personnel and purchase of equipment; priority for paramedic training programs and those seeking accreditation. The EMS grant award year begins on July 1 and runs through June 30. There are six types of grants (Priorities 1 - 6) available. The amount awarded for each priority is determined by the State Board of Emergency Medical, Fire, and Transportation Services and by the amount of funds available during the award year. Grant	TBD	

		applications are available by February 1st		
SFY 2018-2019 EMS Priority One and Supplemental Grants	Due by April 1, 2019	Grant recipients are required to meet all Ohio Administrative Code requirements to be eligible to receive funds from the State Board of Emergency Medical, Fire, and Transportation Services Grant Program.	TBD	
Ohio Emergency Medical Services: Board Priorities and Economic Hardship	April 1, 2019	The Division of EMS administers the Board Priority and Economic Hardship Grants Program under the direction of the State Board of Emergency Medical Fire, and Transportation Services, for the improvement and enhancement of EMS patient care in Ohio. Funding for the EMS grants program comes from fines levied in the State of Ohio for seatbelt violations.	TBD	
Ohio Emergency Medical Services: Training and Equipment Grants	April 1, 2019	The purpose of the State Board of Emergency Medical, Fire, and Transportation Services Grant Program, administered by the Ohio Department of Public Safety, Division of Emergency Medical Services, is to improve and enhance EMS and trauma patient care in Ohio through the provision of grant funding for equipment, training, and research. The funding source for the grant program is fines levied in the State of Ohio for seat belt violations.	TBD	
Ohio Department Of Public Safety Division Of Emergency Medical Services Emergency, Medical, Fire, & Transportation Services Board Research Grant Application Priority 2-5	April 1, 2019	<p>Priority 2: Second priority shall be given to entities that research, test, and evaluate medical procedures and systems related to adult and pediatric trauma care.</p> <p>Priority 3: Third priority shall be given to entities that research the causes, nature, and effects of traumatic injuries, educate the public about injury prevention, and implement, test, and evaluate injury prevention strategies.</p> <p>Priority 4: Fourth priority shall be given to entities that research, test, and evaluate procedures that promote the rehabilitation, retraining, and reemployment of adult or pediatric trauma victims and social service support mechanisms for adult or pediatric trauma victims and their families.</p> <p>Priority 5: Fifth priority shall be given to entities that conduct research on, test, or evaluate one or more of the following: procedures governing the performance of emergency medical services in this state; the training of emergency medical service personnel; the staffing of emergency medical service organizations.</p>	TBD	

Office of Criminal Justice Services: Residential Substance abuse Treatment Funding	April 2019	The goal of the RSAT Program is to break The cycle of drugs and violence by reducing the Demand for, use, and trafficking of illegal drugs. RSAT enhances the capability of states and units of local government to provide residential substance abuse treatment for incarcerated inmates; prepares offenders for their reintegration into the communities from which they came by incorporating reentry planning activities into treatment programs and assists offenders and their communities through the reentry process through the delivery of community-based treatment and other broad-based aftercare services. OCJS recommends applicants target high-risk offenders as program participants.		
Ohio Environmental Science and Engineering Scholarships	April 15, 2019	FT students majoring in environmental science, environmental engineering or related fields at Ohio colleges/universities can apply. Administered by the Ohio Academy of Science.	\$1250 for students in 2nd year of 2 yr. program; \$2,500 for students in 4/5 th years.	
FEMA SAFER grants	Opens March, 2019 Due: April 2019	The Staffing for Adequate Fire and Emergency Response Grants (SAFER) was created to provide funding directly to fire departments and volunteer firefighter interest organizations to help them increase or maintain the number of trained, "front line" firefighters available in their communities. The goal of SAFER is to enhance the local fire departments' abilities to comply with staffing, response and operational standards established by the NFPA (NFPA 1710 and/or NFPA 1720).	TBD	
Ohio Emergency Medical Grants 2018-2019 EMS Priority 2-5 Research RFP Opportunities	Grants Due by April, 2019	First priority shall be given to emergency medical service organizations for the training of personnel, for the purchase of equipment and vehicles, and to improve the availability, accessibility, and quality of emergency medical services in this state. In this category, the board shall give priority to grants that fund training and equipping of emergency medical service personnel. Priority 2-5 Research RFP Opportunities -Ohio Trauma System Assessment-Project 1 RFP -Ohio Trauma System Assessment-Project 2 RFP -Ohio Trauma System Assessment-Project 3 RFP -Comprehensive Assessment of Post-Acute Care Resources for Trauma Patients RFP Assessment of Trauma Specific Education & Certification Resources RFP	TBD	

Preservation Assistance Grants or Smaller Institutions	May, 2019	Help small and mid-sized institutions—such as libraries, museums, historical societies, archival repositories, cultural organizations, town and county records offices, and colleges and universities—improve their ability to preserve and care for their significant humanities collections. These may include special collections of books and journals, archives and manuscripts, prints and photographs, moving images, sound recordings, architectural and cartographic records, decorative and fine art objects, textiles, archaeological and ethnographic artifacts, furniture, historical objects, and digital materials. Applicants must draw on the knowledge of consultants whose preservation skills and experiences are related to the types of collections and the nature of the activities on which their projects focus. Within the conservation field, for example, conservators usually specialize in the care of specific types of collections, such as objects, paper, or paintings.	Up to \$6,000	
Ohio Humanities: Quarterly Grants	Draft due May, 2019 Proposal due June, 2019	Ohio Humanities has 2 special funding opportunities available at all times: 1) Towards A Beautiful Ohio: Ohio Humanities is a 3 year initiative focusing on the environment. As part of this initiative, they seek to strategically invest in public conversations that address environmental issues from a humanities perspective. 2) Humanities and the Experience of War: Standing Tall In recognition of the importance of the humanities both in helping Americans to understand the experiences of service members and in assisting veterans as they return to civilian life	\$2,001-5,000	
NEH- Common Heritage	May 31, 2019	America's cultural heritage is preserved not only in libraries, museums, archives, and other community organizations, but also in all of our homes, family histories, and life stories. The Common Heritage program aims to capture this vitally important part of our country's heritage and preserve it for future generations. Common Heritage will support both the digitization of cultural heritage materials and the organization of public programming at community events that explore these materials as a window on a community's history and culture. NEH especially welcomes applications from small and medium-sized institutions not previously supported.	\$20,000 Max	
Edward Byrne Memorial Justice Assistance Grant (JAG)	May 31, 2019	Proposed to streamline justice funding and grant administration, the Edward Byrne Memorial Justice Assistance Grant Program allows states and local governments to support a broad range of activities to prevent and control crime based on	TBD	

		their own local needs and conditions. Areas of support include: Multi-Jurisdictional Drug Task Forces • Law Enforcement • Crime Prevention Programs • Adult & Juvenile Corrections, Community Corrections & Reentry Program • Courts, Defense, Prosecution, and Victim Services Programs • Cross-Agency & Cross-system Collaboration & Training Programs		
Violence Against Women	May 31, 2019	The Violence Against Women Act (VAWA) Program funds projects that assist units of local government develop and strengthen effective law enforcement and prosecution strategies and services to combat crimes against women.	TBD	
Ohio Public Works Small Government Program	2019 funding year due date is March 30, 2019. Next meeting May, 2019	The Small Government Commission provides grants and loans to villages and townships with populations in the unincorporated areas of less than 5,000 in population. Project applications are selected from those not funded through the District Integrating Committees for funding and are submitted by the Districts to compete on a statewide basis. The Commission meets at least once annually to review and approve the methodology, and to vote on the Program Administrator's recommended slate of projects. Additional meetings are held as necessary. Meetings are held at the offices of the Ohio Water Development Authority . ***All applicants are required to have a Small Government Engineer's Plan Status Certification	The current annual allocation is \$17.5 million.	
Ohio Public Works Commission Small Government Program (SGP) Emergency Program (EP) Local Transportation Program (LTP)	May 2019 meeting	OPWC administer the State Capital Improvement Program. Through the State Capital Improvement Program (SCIP) the State uses its general revenues as debt support to issue general obligation bonds up to \$175 million in fiscal years 2017 to 2021 and \$200 million in fiscal years 2022 to 2026. Eligible applicants are counties, cities, villages, townships, and water and sanitary districts. Eligible projects are for improvements to roads, bridges, culverts, water supply systems, wastewater systems, storm water collection systems, and solid waste disposal facilities. Funding is provided through grants, loans, and loan assistance or local debt support. Grants are available for up to 90% of the total project costs for repair/replacement, and up to 50% for new/expansion. Loans can be provided for up to 100% of the project costs. Grant/loan combinations are also available. There is no minimum or maximum loan amount.	Up to \$175 million for all programs \$17.5 million for SGP \$3.5 million for EP \$65 million for LTP	
Lake Erie Protection Fund	May, 2019	Small grants for research and on the ground projects aimed at protecting, preserving, and restoring Lake Erie or its tributary watersheds in Ohio. Focuses on projects that lead to better	Up to 50,00- with most grants	

		management decisions for both environmental protection and economic development. Special grant projects considered. Support through donations or license plate.	averaging about \$15,000	
Ohio Traffic Safety Office	FFY 2020 Traffic Safety Grant Proposals due May, 2019.	Competitive grants will be directed toward those state and local community traffic safety activities that will have the greatest impact toward fatal crash reduction. Each proposal should focus on one or more of these issues: alcohol/drug-impaired driving, occupant protection, and/or speed management. Grant proposals must show a clear correlation between the state-identified goals and the countermeasure activities that are proposed.	TBD	
Development Services Agency-Alternative Fuel Transportation Program		The Alternative Fuels Transportation Program provides financial assistance to businesses, nonprofit organizations, school districts, or local governments for the purchase and installation of alternative fuel refueling, blending, or distribution facilities and terminals.	Loan Amounts from \$250,000 up to \$750,00	
NEH: Division of Public Programs, Digital Projects for the Public	June, 2019	Digital Projects for the Public-grants support projects that significantly contribute to the public's engagement with the humanities. Digital platforms—such as websites, mobile applications and tours, interactive touch screens and kiosks, games, and virtual environments—can reach diverse audiences and bring the humanities to life for the American people. The program offers three levels of support for digital projects: grants for Discovery projects (early-stage planning work), Prototyping projects (proof-of-concept development work), and Production projects (end-stage production and distribution work). While projects can take many forms, shapes, and sizes, your request should be for an exclusively digital project or for a digital component of a larger project.	between \$30,000-\$100,000	
Cops-community-policing-development-2018	Anticipated date June, 2019	USDOJ-COPS-This solicitation is open to all public governmental agencies, profit and nonprofit institutions, institutions of higher education, community groups and faith-based organizations. Proposals should be responsive to the topic selected, significantly advance the field of community policing, and demonstrate an understanding of community policing as it pertains to the application topic. Applications that represent partnerships between law enforcement agencies and institution of higher education and nonprofit institutions are encouraged. Except where otherwise indicated, initiatives that	Up to \$10M available for program	

		primarily or solely benefit one or a limited number of law enforcement agencies or other entities will not be considered for funding.		
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CDBG REPORT
December, 2018
Work Through November, 2018

2015 COMMUNITY DEVELOPMENT ALLOCATION GRANT

Neighborhood Facility/Community Center – Mantua Township Elevator – \$75,000

The Mantua Restoration Society, Inc. mission is to seek and develop funding to preserve historic buildings and sites in order for them to be vibrant, integral parts of Township government and civic life.

The 2-1/2 story building located at 11741 Mantua Center Road (formerly the Mantua Center School) was constructed in 1914 and was recently placed on the National Register of Historic Places. The building is currently being occupied by the Township Zoning Inspector and the Fiscal Officer. The annex portion (former gym/cafeteria) of the building is rented out almost every night to agencies/organizations.

At this time, persons who rely on wheelchairs to get around are only able to access the annex portion of the building. Funds are being requested to remove the barriers that exist for elderly and handicapped individuals that prevent them from entering the Mantua Township Administration and the Community Building's main building. In an effort to remove the barriers to the elderly and handicapped individuals in the Mantua Township Community, funds will be used to place an elevator in the building, which would provide access to all floors. By removing the barriers to all of the levels of the historic building the entire community can use it and it would be more attractive too for profit and non-profit entities that are looking for a place to set up their business.

The total cost based on Davis Bacon Prevailing Wages is estimated at \$130,000. Mantua Township Trustees, Mantua Restoration Society, Inc. has agreed to leverage \$55,000 of their funds to complete the project.

Work is nearing completion for the fire alarm/elevator monitoring devices. The general contractor will contact the State to request the inspection once the installation of the required fire alarm/elevator monitoring devices has been completed.

2018 COMMUNITY DEVELOPMENT ALLOCATION GRANT - \$486,000 (September 1, 2018 – October 31, 2020)

Water Facility Improvements – Ravenna Head Start Waterline - \$81,000 (CDBG) + \$507 (Portage Private Industry Council)

Portage Learning Center serves 240 Head Start children and 84 Early Head Start children and pregnant women.

Portage Learning Center owns this facility and currently the water to the facility is provided via a well. Over the past few years Portage Learning Center has experienced many issues with their well, including not having adequate water pressure and sufficient water to the facility. According to a well contractor the well isn't deep enough and a new well would need to be drilled or they need to tap into the City of Ravenna's water system. In addition, in order to operate a well, Portage Learning Center must maintain a Certified Class "A" Operator and abide by the Ohio EPA as it relates to water testing.

Funds in the amount of \$81,000 are being used to run a water line that will enable the Ravenna Head Start facility, located at 4833 Harding Avenue in Ravenna Township to tap into the City of Ravenna water system. Portage Learning Center will provide \$507 toward the total project cost of \$81,500.

At least 121 Head Start children and their families will benefit. Eighty-five children attend pre-school at the facility on a daily basis and 36 children attend socializations at the facility.

Demolition/Clearance – Windham Township Demolition - \$52,000

Currently at 10352 Silica Sand Road in Windham Township there is a residential structure and a former church located on one piece of property that is zoned residential. The residential structure on the site is being occupied by one household.

The former church also located on the property was constructed in the early 1900's and has started to decay, is now to the point of collapse and now is a blight to the neighborhood. Due to the unsafe nature of the structure the entire structure must be considered Regulated Asbestos Containing Material (RACM) as an environmental survey cannot be performed given the state of the structure.

The Township Trustees has also declared the building on the site a blight.

Funds in the amount of \$55,000 are being used to dismantle and haul-off the building's structural components to an approved landfill, pump, crush and fill the septic system and fill, grade and seed the site in order to eliminate a blight to the neighborhood.

Neighborhood Facility/Community Center – Coleman Rehab - \$37,500

The supportive living site (Edinburg House) located at 4155 State Route 14 in Edinburg Township is home to 5 aging adults with severe and persistent mental illness and may have other disabilities, including mobility or medical concerns. The other supportive living facility

(Rhodes House) located at 5982 Rhodes Road in Franklin Township has 6 individuals with similar demographics.

Both supportive living sites are residential and clinical service sites and must be maintained in a healthful and safe manner. Residents receive multiple visits each day by both clinicians and housing technicians.

The funds will be used as follows:

Edinburg House

1. Remove all carpeting from the living area and bedrooms. Install new plank flooring and new base trim all over.
2. Replace kitchen sink and faucet.
3. Replace dishwasher.
4. Replace front porch decking surface, install new hangers and repair hand rail.
5. Replace hot water tank with 50 gallon electric and install new sub panel for power.
6. Replace tub/shower and faucet in both bathrooms.
7. Replace bathroom sink with new sink and vanity, faucets and shut-off valves.
8. Replace supply lines, toilets, grab bars, new fans and paint both bathrooms.
9. Replace upper bath sink with new handicap wall sink and faucet.
10. Install grab bars in showers.
11. Install new plywood decking on the ramp/porch.

Rhodes Road House

1. Demo decking and ramp and dispose of the old wood.
2. Install new decking, ramp and steps using existing post and joist.

At the Edinburg house this request would serve 5 adults with severe and persistent mental illness and at the Rhodes Road house the request would serve 6 adults with mental health disabilities and are low to very low-income.

Neighborhood Facility/Community Center – F&CS Chiller System - \$85,000 (CDBG) + \$5,000 (Family & Community Services)

The facility located at 705 Oakwood Street, Ravenna City has a number of major repairs that are imminent. The largest of the repairs is an 80-ton Trane Chiller system that is over 50 years old that provides air conditioning to 40,000 square foot building. The current system is built to function with two compressors; of these two required compressors, one is completely inoperable. Therefore, the whole load of the chiller system is running off of one side of the completely inoperable. As a result, the functioning compressor gets overheated from being overworked, which increases the risk of it completely breaking down. For nearly 4 years, the functioning compressor has been held together by bungee straps to keep it running. Two years

ago, an additional bungee strap was added for further support; however it is on the brink of complete failure which could happen any time. Once it breaks, the entire unit will become inoperable. Furthermore, because of its age, the chiller unit cannot be repaired. To make matters worse, most of the windows do not open at the building and it gets very hot and humid inside the building with no circulating air. If the system fails, the building will be without air conditioning or air flow, affecting hundreds of staff and visitors that occupy the building on a daily basis.

Funds in the amount of \$85,000 will be used to replace the 80-ton chiller system to prevent the inevitable unit failure and replace it before it breaks down completely, leaving the building without air conditioning.

The estimated project costs include:

- a. Drain the water from the existing 80-ton TRANE Chiller split system
- b. Reclaim the refrigerant from the system as per EPA guidelines
- c. Remove the outdoor condensing unit
- d. Place an 80-ton CARRIER packaged air-cooled chiller on the old condensing unit's pad
- e. Install 4" piping and fittings to connect to the existing supply and return pipes
- f. Insulate the necessary piping
- g. Re-use the existing chiller pump(s)
- h. Fill the system with water containing 20% glycol
- i. Power and control wiring
- j. Crane
- k. Permit
- l. Start/Check

A \$5,000 asbestos abatement allowance is included in the budget price. The asbestos abatement will be performed by a licensed contractor.

Street Improvements – Highland Avenue Concrete Replacement - \$133,300 (CDBG) + \$5,565 (Ravenna City)

Funds in the amount of \$133,300 will be used to replace approximately 565 linear feet of deteriorated concrete roadway on West Highland Avenue between North Diamond Street and Franklin Street. The concrete is approximately 49 years old, well exceeding its 30 year design life.

The project will involve removal of the existing concrete roadway and aprons and replacement with 7" thick concrete which dowel bars to tie the concrete slabs together and maintain roadway integrity. The existing concrete drive aprons will be replaced with 6" thick concrete. The estimated cost of the project is \$138,865 and the City of Ravenna will contribute \$5,665.

This project will increase the safety of the neighborhood by providing a smooth, safe concrete roadway and aprons that have a design life of 30+ years.

This project will serve an area that is 60.76% LMI and will directly benefit 16 households.

Fair Housing - \$10,000

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 2 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 10 public events, agencies or organizations each quarter through the grant program period.

In addition to the above, all grantees will be required to complete a new, comprehensive Analysis of Impediments (AI) by July 2019.

There were no requests for assistance received in November.

Administration - \$87,200

Administration and Implementation of the grant includes grant preparation, project management and bidding, completion of reports and day-to-day oversight of the projects.

An environmental review is required to be completed for each activity in order to obtain release of funds. It is anticipated the funds will be released for all projects except the demolition/clearance activity by the end of the year.

2018 CDBG CRITICAL INFRASTRUCTURE GRANT (WINDHAM VILLAGE) - \$285,700

Sidewalk Improvements - \$30,500 (CDBG)

It is anticipated that 752 LF of sidewalks will be replaced and 3 ADA ramps will be replaced and spot curb repairs will be completed, which provide ADA access along Bauer Avenue.

Street Improvements - \$124,600 (CDBG) + \$30,000 (Windham Village)

It is anticipated that 752 LF of roadway base will be rebuilt up to the subgrade and the roadway rebuilt with 6" of stone and 6" of asphalt.

Water Facility Improvements - \$110,600 (CDBG)

Approximately 752 LF of waterline will be replaced including service and fire hydrants along Bauer Avenue.

Administration - \$20,000

Administration and Implementation of the grant includes grant preparation, project management and bidding, completion of reports and day-to-day oversight of the projects.

Grant agreement has been signed by the Commissioners and returned to the Office of Community Development. An environmental review is required to be completed for each activity in order to obtain release of funds. It is anticipated the funds will be released for all activities by the end of the year.

2018 CDBG CRITICAL INFRASTRUCTURE GRANT (RAVENNA CITY) - \$500,000 – Application Pending

An in-person technical assistance meeting was held with Benjamin Kepple (OCD) and Patrick Jeffers (Ravenna City Engineer) on November 7, 2018. The application was re-submitted to OCD on November 15, 2018.

The activities proposed are as follows:

Flood and Drainage Facilities - \$8,400 (CDBG)

It is anticipated that 6 catch basins will be installed and 3 manholes will be replaced along Vine and Gill Street in the City of Ravenna.

Water Facility Improvements - \$369,500 (CDBG) + \$30,000 (Ravenna City)

The waterlines along Vine and Gill Street have experienced 14 breaks in the last 25 years. These breaks are mostly due to corrosion of the cast iron with which the lines were constructed. It is anticipated that 1,560 linear feet of waterlines will be replaced. The 1 fire hydrant is insufficient for fire protection and the low pressure is likely due to the corrosion. One fire hydrant will be removed and 3 fire hydrants will be installed.

Sidewalk Improvements - \$18,800 (CDBG)

There are numerous deteriorated and uneven sidewalk sections along Vine and Gill Street that exceed the threshold for ADA accessibility. Two of the curb ramps do not meet ADA accessible guidelines and need upgrading. It is anticipated that 575 LF of 4" sidewalk and 150 LF of 6" sidewalk will be replaced.

Street Improvements - \$73,300 (CDBG) + \$48,800 (Ravenna City)

The roadways were last resurfaced in 2006 and thus have met their 12 year anticipated lifespan. It is anticipated that 1,750 linear feet of concrete curb will be replaced and 882 LF of asphalt resurfacing will be done on Vine Street and 622 LF of chip and seal resurfacing will be done on Gill Street.

Administration - \$30,000

Administration and Implementation of the grant includes grant preparation, project management and bidding, completion of reports and day-to-day oversight of the projects.

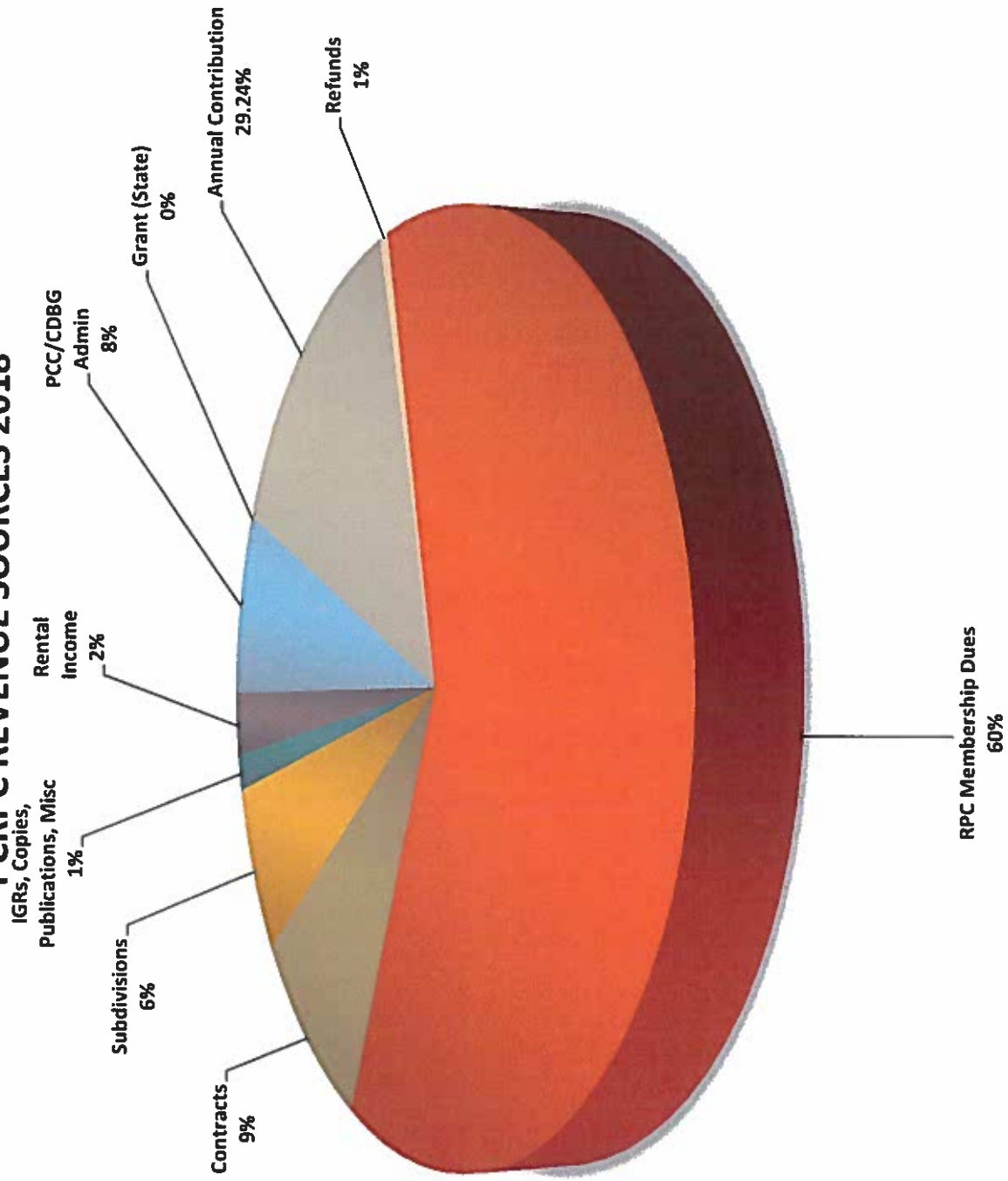
PORTAGE COUNTY RPC
FINANCIAL STATEMENT
November 30, 2018

	Month to Date		Year to Date	
Beginning Cash Balance	\$ 56,203.68	<-- Nov 1st-->	\$ 34,861.79	<-- Jan. 1st
Total All Receipts	\$ 42,827.16		\$ 384,614.05	
Total All Expenditures	\$ 41,224.36		\$ 361,669.36	
Ending Cash Balance	\$ 57,806.48	<--Nov 30th -->	\$ 57,806.48	

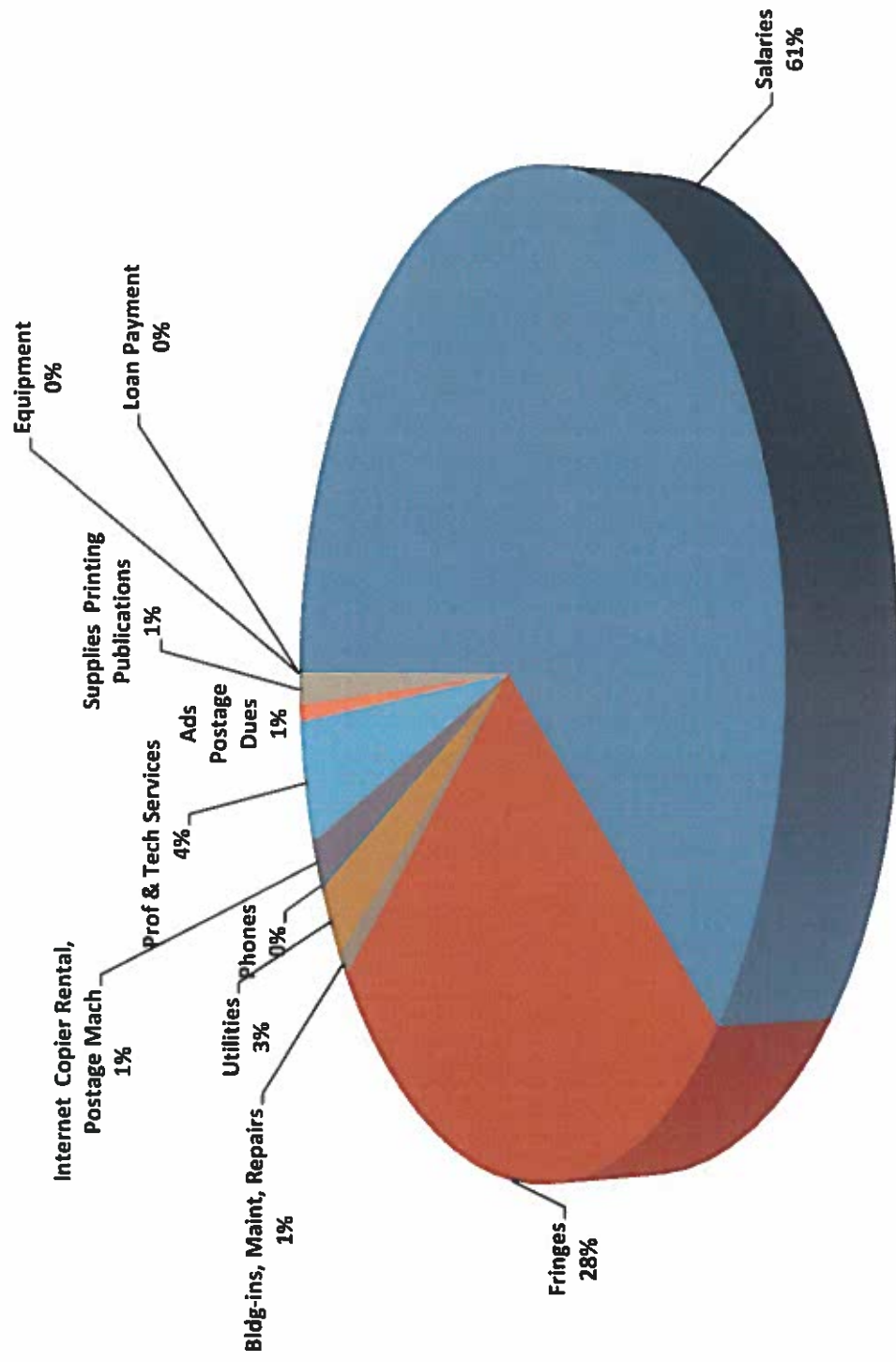
REVENUES	Budget	M-T-D	Y-T-D	Accts Recvble	Balance	% recvd
RPC Membership Dues	230,775.00	38,540.31	230,402.13	1,494.31	372.87	100%
Subdivisions	11,000.00	1,250.00	24,225.00	-	(13,225.00)	220%
IGR's	100.00	-	-	-	100.00	0%
Copies/Misc.(community over hrs)	1,000.00	-	5,034.80	2,483.28	(4,034.80)	503%
Publications	-	-	-	-	-	0%
Grant (State)	-	-	-	-	-	0%
Rental Income	20,400.00	325.00	9,100.00	400.00	11,300.00	45%
Contracts	28,000.00	1,212.53	32,660.87	8,777.81	(4,660.87)	117%
Contract Portage County	37,500.00	1,499.32	25,928.20	3,508.46	11,571.80	69%
Annual Contribution	70,000.00	-	55,000.00	-	15,000.00	79%
Refund/Reimbursement	2,000.00	-	2,263.05	132.01	(263.05)	113%
Donation	-	-	-	-	-	-
TOTAL REVENUE	400,775.00	42,827.16	384,614.05	16,795.87	16,160.95	96%
January 1, 2018 Unencumbered						
Cash Balance	34,861.79					
TOTAL CERTIFICATE OF RESOURCES	435,636.79					

EXPENDITURES	Budget	M-T-D	Y-T-D	Encumbered	Balance	% expend
3 Salaries	244,840.00	23,856.02	218,454.41	-	26,385.59	89%
3 PERS	38,616.00	3,339.87	30,472.49	-	8,143.51	79%
3 Medicare	3,999.00	327.81	3,006.85	-	992.15	75%
3 Workers Comp	5,517.00	405.57	3,713.82	-	1,803.18	67%
3 Health Insurance	70,920.00	7,088.49	63,212.31	-	7,707.69	89%
4 Contract Services	2,364.00	-	1,747.57	-	616.43	74%
4 Travel/Training	1,300.00	-	95.99	-	1,204.01	7%
4 Dues	640.00	-	625.99	-	14.01	98%
4 Publications	350.00	-	195.00	-	155.00	56%
4 Utilities	11,350.00	926.50	9,535.91	1,186.47	627.62	94%
4 Advertising	300.00	-	29.10	70.90	200.00	33%
4 Telephone	1,500.00	-	914.18	-	585.82	61%
4 Postage	1,601.00	501.00	1,601.00	-	-	100%
4 Repairs	2,200.00	-	1,501.00	359.00	340.00	85%
4 Maint/Custodial Contract	2,150.00	-	1,785.00	-	365.00	83%
4 Equip/Copier Rental	4,139.00	485.72	3,795.64	243.54	99.82	98%
4 Professional & Technical Services	5,089.00	-	1,800.00	3,030.00	259.00	95%
4 Audit Services	4,000.00	3,000.00	3,061.50	188.50	750.00	0%
4 Computer Services	1,900.00	-	1,889.25	-	10.75	99%
4 Legal Services	10,000.00	833.33	9,166.67	-	833.33	92%
4 Insurances (Bldg & Bonds)	-	-	-	-	-	0%
5 Supplies	3,500.00	170.43	2,063.16	-	1,436.84	59%
5 Photocopying/Printing	2,200.00	289.62	1,827.52	123.98	248.50	89%
5 Equipment/Software	-	-	-	-	-	0%
5 Furniture	-	-	-	-	-	0%
6 Building Improvements	-	-	-	-	-	0%
7 Refund/Reimbursement	1,175.00	-	1,175.00	-	-	0%
8 Debt Service (Loan)	15,987.00	-	-	-	15,987.00	0%
TOTAL 2018 EXPENDITURES	435,637.00	41,224.36	361,669.36	5,202.39	68,765.25	84%
2017 Carryover Encumbrances	-	-	-	-	-	0%
Total 2017 Encumbrances	-	-	-	-	-	-
GRAND TOTAL	435,637.00	41,224.36	361,669.36	5,202.39	68,765.25	

PCRPC REVENUE SOURCES 2018



EXPENDITURES 2018



CDBG FUNDS
11/30/18

FUND	BEGINNING CASH BALANCE	RECEIPTS	EXPENDITURES	ENDING CASH BALANCE
Formula 2016 Grant (BF-16)	6,044.45	-	755.09	5,289.36
Formula 2018 Grant (BF-18)	-	12,500.00	-	12,500.00
TOTAL	6,044.45	12,500.00	755.09	17,789.36

11/30/18

2016 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
Windham Community Center Rehab	\$ 121,400.00	\$ -	\$ 126,300.00	\$ (4,900.00)	\$ -	\$ 121,400.00	\$ -
(01) Fair Housing Program (County)	\$ 7,000.00	\$ -	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	\$ -
(02-1) General Administration	\$ 55,000.00	\$ 755.09	\$ 55,000.00	\$ -	\$ -	\$ 55,000.00	\$ -
(02-2) Ravenna City Sidewalk replacement	\$ 63,100.00	\$ -	\$ 63,100.00	\$ -	\$ -	\$ 63,100.00	\$ -
(03) Mantua Center School	\$ 36,800.00	\$ -	\$ 31,610.64	\$ 5,189.36	\$ -	\$ 36,800.00	\$ -
(04) Coleman Adult Day Svcs. Lights	\$ 26,700.00	\$ -	\$ -	\$ 26,700.00	\$ -	\$ 5,000.00	\$ 21,700.00
(05) Return to Grantor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 310,000.00	\$ 755.09	\$ 283,010.64	\$ 26,989.36	\$ -	\$ 288,300.00	\$ 21,700.00

BF16

Grant Period 09-01-16/10-31-18

2018 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
01)	Portage Private Industry waterline	\$ 81,000.00	\$ -	\$ -	\$ 81,000.00	\$ -	\$ -	\$ 81,000.00
02)	City of Ravenna concrete removal	\$ 133,300.00	\$ -	\$ -	\$ 133,300.00	\$ -	\$ -	\$ 133,300.00
03)	Replace 80-ton Trane Chiller Syst	\$ 85,000.00	\$ -	\$ -	\$ 85,000.00	\$ -	\$ -	\$ 85,000.00
04)	Housing Repairs	\$ 37,500.00	\$ -	\$ -	\$ 37,500.00	\$ -	\$ -	\$ 37,500.00
05)	Demolition of church	\$ 52,000.00	\$ -	\$ -	\$ 52,000.00	\$ -	\$ -	\$ 52,000.00
06)	Fair Housing	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ 500.00	\$ 500.00	\$ 9,500.00
07)	Administration	\$ 87,200.00	\$ -	\$ -	\$ 87,200.00	\$ 12,000.00	\$ 12,000.00	\$ 75,200.00
	TOTALS	\$ 486,000.00	\$ -	\$ -	\$ 486,000.00	\$ 12,500.00	\$ 12,500.00	\$ 473,500.00

Grant Period 09-01-18/09-30-20

LGIP Fund 8520
11/30/18

FUND	BEGINNING CASH BALANCE	RECEIPTS	EXPENDITURES	ENDING CASH BALANCE
LGIP Parks & Rec/Plan	5,148.83	-	-	5,148.83
				-
TOTAL	5,148.83	-	-	5,148.83

Activity	Budget	M-T-D Expenditures	Accum Exp	Left to Spend in Grant	M-T-D Draws	Accum Draws	Left to Draw in Grant
Administration RPC	\$ 44,500.00	\$ -	\$ 44,500.00	\$ -	\$ -	\$ 44,500.00	\$ -
Administration Park District	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	
Copies/Printed Materials	\$ 500.00	\$ -	\$ 351.17	\$ 148.83	\$ -	\$ 500.00	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 50,000.00	\$ -	\$ 44,851.17	\$ 5,148.83	\$ -	\$ 50,000.00	\$ -

SBIG
20160609

Grant period 5-19-16/5-19-18
Extension requested 1-31-18
Extension granted 12-31-18

LGIP Fund 1266
11/30/18

FUND	BEGINNING CASH BALANCE	RECEIPTS	EXPENDITURES	ENDING CASH BALANCE
LGIP Marketing/Branding	1,153.52	-	744.23	409.29
TOTAL	1,153.52	-	744.23	409.29

Activity	Budget	M-T-D Expenditures	Accum Exp	Left to Spend In Grant	M-T-D Draws	Accum Draws	Left to Draw in Grant
Administration RPC	\$ 22,500.00	\$ 738.43	\$ 13,416.72	\$ 9,083.28	\$ -	\$ 13,830.00	\$ 8,670.00
Consulting Contract	\$ 25,000.00	\$ -	\$ 5,600.00	\$ 19,400.00	\$ -	\$ 5,600.00	\$ 19,400.00
Copies/Printed Materials/Prep	\$ 2,500.00	\$ 5.80	\$ 73.99	\$ 2,426.01	\$ -	\$ 70.00	\$ 2,430.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -		\$ -	\$ -	
Totals	\$ 50,000.00	\$ 744.23	\$ 19,090.71	\$ 30,909.29	\$ -	\$ 19,500.00	\$ 30,500.00

SBIG
20170346

Grant period 11-17-16/11-17-18
Extension requested until 6/17/19

2015 PORTAGE COUNTY HOME SEWAGE DISPOSAL PROGRAM

Description	Draw	RPC Admin	Stormwater Funds	ADDRESS	Recorder Fees	Admin Fees
budget amount -->		\$ 50,000.00	\$ 450,000.00			
Draw	1	\$ 6,372.71	\$ 10,776.00	5666 Unger Road, Atwater	\$ 76.00	\$ -
Draw	2	\$ 4,465.73	\$ -			
Draw	3	\$ 1,985.79	\$ -			
Draw	4	\$ 4,269.31	\$ -			
Draw	5		\$ 2,755.11	1088 Waterloo Road, Mogadore	\$ 92.00	\$ 250.47
Draw	6		\$ 6,589.55	6753 Berry Road, Ravenna	\$ 76.00	\$ 599.05
Draw	7		\$ 2,285.69	2083 Pontius Road, Mogadore	\$ 84.00	\$ 207.79
Draw	8		\$ 2,481.60	6764 Spratt Avenue, Ravenna	\$ -	\$ 225.60
Draw	9		\$ 2,343.67	10720 Woodard, Deerfield	\$ 76.00	\$ 213.07
Draw	10		\$ 2,651.06	328 Industry Road, Atwater	\$ 76.00	\$ 241.06
Draw	11		\$ 7,651.60	1367 Laura Lane, Mogadore	\$ 76.00	\$ 695.60
Draw	12	\$ 2,912.29	\$ -			
Draw	13	\$ 6,082.43	\$ -			
Draw	14		\$ 1,969.00	6601 St. Rt. 225, Ravenna	\$ 92.00	\$ 179.00
Draw	15		\$ 15,757.50	11054 Center Road, Garrettsville	\$ 76.00	\$ 1,432.50
Draw	16		\$ 13,530.00	3859 Industry Road, Rootstown	\$ 100.00	\$ 1,230.00
Draw	17		\$ 9,230.00	2296 Bixler Drive, Mogadore	\$ 100.00	\$ 830.00
Draw	18		\$ 2,304.40	1331 Martin Road, Mogadore	\$ 100.00	\$ 200.40
Draw	19		\$ 12,371.05	4271 Mahoning Road, Diamond	\$ 100.00	\$ 1,115.55
Draw	20		\$ 8,654.15	2111 Meloy Road, Kent	\$ 100.00	\$ 777.65
Draw	21		\$ 7,335.80	4157 Lynwood Drive, Kent	\$ 100.00	\$ 657.80
Draw	22		\$ 32.00	Lien release	\$ 32.00	\$ -
Draw	23		\$ 7,558.00	81 Pontius Road, Mogadore	\$ 100.00	\$ 678.00
Draw	24	\$ 3,324.69	\$ -			
			\$ -			
		\$ 29,412.95	\$ 116,276.18		\$ 1,456.00	\$ 9,533.54
		20,587.05	333,723.82			

Address	Program income received	Date	Accumulated Revenue
6764 Spratt Avenue	\$ 2,481.60	4/12/2018	\$ 2,481.60
5666 Unger Road	\$ 10,776.00	10/30/2018	\$ 13,257.60

TOTAL	
left to draw	
\$ 354,310.87	
GRAND TOTAL RECVD	
\$ 145,689.13	

RESOLUTION

RE: AUTHORIZING ENTERING INTO CONTRACT WITH THE PORTAGE COUNTY BOARD OF COMMISSIONERS FOR ADMINISTRATION OF THE 2018 CRITICAL INFRASTRUCTURE GRANT PROGRAM FUNDS FOR THE VILLAGE OF WINDHAM AND PROVISION OF RELATED SERVICES

It was moved by _____ and seconded by _____ that the following resolution be adopted:

WHEREAS: Portage County was awarded 2018 Critical Infrastructure Grant Program funds for the Village of Windham; and

WHEREAS: Portage County has committed funds to provide for administration to meet the CDBG objectives, NOW THEREFORE BE IT;

RESOLVED: That the Portage County Regional Planning Commission authorizes entering into a contract with the Portage County Board of Commissioners to provide these services as proposed in the 2018 Critical Infrastructure Grant Program for a minimum of \$20,000.

Upon call of the roll, vote was as follows:

YEAS _____ NAYS _____ ABSTENTIONS _____

I, Secretary of the Regional Planning commission, do hereby certify that the foregoing is a true and correct copy of a resolution of the Portage County Regional Planning Commission duly adopted on December 12, 2018.

Jim DiPaola, Chairman

Todd Peetz, Secretary

R E S O L U T I O N

**RE: 2019 BUDGET FOR THE PORTAGE COUNTY REGIONAL
PLANNING COMMISSION**

It was moved by _____ and seconded by
_____ the following Resolution be adopted:

WHEREAS: The Portage County Regional Planning Commission has reviewed the proposed 2019 Appropriations for the operation of the Portage County Regional Planning Commission; and

WHEREAS: The certified revenue is \$371,113 for 2019, and expenditures have been adjusted to \$364,622; NOW THEREFORE BE IT

RESOLVED: The Portage County Regional Planning Commission does hereby approve the proposed operating Budget for 2019 as shown in the attached Budget.

UPON CALL FOR VOTE BY JIM DIPAOLO THE VOTE WAS AS FOLLOWS:

YEAS _____ NAYS _____ ABSTENTIONS _____

I certify the foregoing is a true copy of a Resolution passed and action taken on December 12, 2018.

Jim DiPaola, Chairman RPC

Todd Peetz, Secretary RPC

OFFICIAL CERTIFICATE OF ESTIMATED RESOURCES

Office of Budget Commission, Portage County, Ravenna, Ohio

The Taxing Authority of: Regional Planning Commission



The following is the **official certificate** of estimated resources for the year beginning **January 01, 2019** by the Budget Commission of Portage County, which shall govern the total appropriations made at any time during the year.

FUND	Estimated Unencumbered Balance January 01, 2019	Taxes	All Other Sources	Total
GOVERNMENTAL FUND TYPE	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
8500 General Fund	\$12,500.00		\$358,613.00	\$371,113.00
8510 RPC LFPP Grant				\$0.00
8520 RPC LGIF Grant				\$0.00
Total Special Revenue Funds	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service Funds				\$0.00
Capital Project Funds				\$0.00
Permanent Funds				\$0.00
PROPRIETARY FUND TYPE	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Enterprise Funds				\$0.00
Internal Service Funds				\$0.00
FIDUCIARY FUND TYPE	XXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		XXXXXXXXXXXXXX
Agency Funds				\$0.00
TOTAL ALL FUNDS	\$12,500.00	\$0.00	\$358,613.00	\$371,113.00

Date: JUL 24 2018

A handwritten signature in blue ink, appearing to read "Janet Spisto", written over a horizontal line.

cc:
Regional Planning
124 N Prospect St
Ravenna, OH 44266
Maureen Bennett

Portage County
Budget
Commission

A handwritten signature in blue ink, appearing to read "V. Vigliani", written over a horizontal line.

RPC Expenditure Worksheet for 2019 Budget

Salaries		
Full Time		
Director	\$	87,526
GIS Specialist Planner	\$	-
CDBG Specialist	\$	35,630
Office Manager	\$	41,600
Community Planner	\$	41,995
Grant Writer	\$	-
Total Full Time	\$	206,752
Part Time Administrative Assistant	\$	-
	\$	-
Total Part Time	\$	-
Total Salaries	\$	206,752
	\$	206,752
Fringe Benefits		
PERS	\$	28,945
Medicare	\$	2,998
Workers Comp	\$	4,135
Health Insurance	\$	66,348
Retirement/Termination Payoff	\$	-
Total Fringe Benefits	\$	102,426
	\$	102,426
TOTAL SALARIES & FRINGES (300000)	\$	309,178

Contracted Services	
Contracts	
Legal Counsel	\$ 10,000
	\$ -
	\$ -
Total Contracts	\$ 10,000
Travel/Training	\$ 3,000
Dues	\$ 590
Utilities	
Ohio Edison	\$ 2,160
East Ohio Gas	\$ 2,050
City of Ravenna (water/sewer)	\$ 775
Snow Removal	\$ 600
Lawn Care	\$ -
Water (Culligan's)	\$ -
Trash removal	\$ 700
Total Utilities	\$ 6,285
Advertising	\$ 300

Telephone	\$	1,600	
Copier Maintenance Contract	\$	1,700	
Postage	\$	1,600	
Repairs	\$	1,500	
Equipment Rental (copier, postage meter)	\$	3,550	
Prof & Tech Services			
Jack Kohl	\$	340	
ESRI License x1	\$	2,528	
Move Konica Minolta to new address	\$	250	
Total Prof & Tech Services	\$	3,118	
Periodicals/Publications	\$	250	
Audit Services	\$	-	
Insurances (Bldg & Bonds)	\$	354	
Total Contracted Services (400000)			\$ 33,847
Supplies and Materials			
Supplies	\$	3,500	
Photocopying/Printing	\$	2,200	
Total Supplies and Materials (500000)	\$	5,700	
Equipment	\$	-	
Total Supplies/Equipment (500000)	\$	-	\$ 5,700
Total Building Improvements (600000)	\$	-	
Total Capital Reserve	\$	-	\$ -
Total Debt Service (800000) 1 full payment	\$	15,897	\$ 15,897
GRAND TOTALS	\$	364,622	\$ 364,622

PORTAGE COUNTY REGIONAL PLANNING

Appropriations for 2019

RPC Resolution #18-16 Set 2019 RPC Appropriations dated 12/12/18

code	EXPENDITURES	July		December	
		2018 Proposed	Increase / Decrease	2018 Amended	Appropriations
		Appropriations			
8500-906-3-311200	Salaries (Full time)	\$ 206,752.00	\$ -	\$ -	206,752.00
8500-906-3-311300	Salaries (Part time/Seasonal)	\$ -	\$ -	\$ -	-
85009063-3-314000	Retirement/Termination	\$ -	\$ -	\$ -	-
8500-906-3-321010	PERS	\$ 28,945.00	\$ -	\$ -	28,945.00
8500-906-3-321200	Medicare	\$ 2,998.00	\$ -	\$ -	2,998.00
8500-906-3-321300	Workers Comp	\$ 4,135.00	\$ -	\$ -	4,135.00
8500-906-3-321500	Health Insurance	\$ 66,348.00	\$ -	\$ -	66,348.00
8500-906-4-400000	Contract Services	\$ -	\$ -	\$ -	-
8500-906-4-400170	Travel/Training	\$ 3,000.00	\$ -	\$ -	3,000.00
8500-906-4-400180	Dues	\$ 590.00	\$ -	\$ -	590.00
8500-906-4-400190	Publications/Periodicals	\$ 400.00	\$ (150.00)	\$ -	250.00
8500-906-4-410000	Utilities	\$ -	\$ 6,285.00	\$ -	6,285.00
8500-906-4-412000	Advertising	\$ 300.00	\$ -	\$ -	300.00
8500-906-4-412100	Telephone	\$ 1,600.00	\$ -	\$ -	1,600.00
8500-906-4-412400	Postage	\$ 1,600.00	\$ -	\$ -	1,600.00
8500-906-4-413000	Repairs	\$ -	\$ 1,500.00	\$ -	1,500.00
8500-906-4-413200	Copier Maintenance	\$ -	\$ 1,700.00	\$ -	1,700.00
8500-906-4-414000	Equipment Rental (copier, postage meter)	\$ 3,550.00	\$ -	\$ -	3,550.00
8500-906-4-420000	Professional & Technical Services	\$ 2,528.00	\$ 590.00	\$ -	3,118.00
8500-906-4-420040	Computer Services	\$ 1,200.00	\$ (1,200.00)	\$ -	-
8500-906-4-420100	Audit Services	\$ -	\$ -	\$ -	-
8500-906-4-422000	Legal Services	\$ 10,000.00	\$ -	\$ -	10,000.00
8500-906-4-461000	Insurances (Bldg & Bonds)	\$ 356.00	\$ (2.00)	\$ -	354.00
8500-906-5-500000	Supplies	\$ 3,500.00	\$ -	\$ -	3,500.00
8500-906-5-521100	Photocopying/Printing	\$ 2,200.00	\$ -	\$ -	2,200.00
8500-906-5-596300	Equipment	\$ -	\$ -	\$ -	-
8500-906-5-596410	Software	\$ -	\$ -	\$ -	-
8500-906-6-621000	Capital Reserve & Improvements	\$ -	\$ -	\$ -	-
8500-906-8-830000	Debt Service	\$ -	\$ 15,897.00	\$ -	15,897.00
8500-906-7-710000	Other/Refunds	\$ -	\$ -	\$ -	-
	TOTALS	\$ 340,002.00	\$ 24,620.00	\$ -	364,622.00

PORTAGE COUNTY REGIONAL PLANNING COMMISSION

RESOLUTION 18-17

**RE: 2018 REGIONAL PLANNING COMMISSION APPROPRIATION
ADJUSTMENT**

It was moved by _____ and seconded

By _____ the following Resolution is adopted:

WHEREAS:

The Portage County Regional Planning Commission needs the amount of \$15,792.00 in appropriations transferred as follows:

DECREASE 85009063 \$15,792

INCREASE 85009068 \$15,792

NOW THEREFORE BE IT

RESOLVED:

The Portage County Regional Planning Commission does hereby approve the line item transfers as stated above.

UPON CALL FOR VOTE BY Jim DiPaola THE VOTE WAS AS FOLLOWS:

YEAS _____ NAYS _____ ABSTENTIONS _____

I certify the foregoing is a true copy of a Resolution passed and action taken on December 12, 2018.

Jim DiPaola, Chairman

Todd Peetz, Secretary