

# AGENDA

## PORTAGE COUNTY REGIONAL PLANNING COMMISSION

WEDNESDAY, NOVEMBER 14, 2018

P.C. ADMINISTRATION BUILDING  
449 SOUTH MERIDIAN STREET, ROOM 134  
RAVENNA

4:30 P.M.

I. CALL TO ORDER

II. \*APPROVAL OF OCTOBER 10, 2018 MEETING MINUTES

III. SUBDIVISIONS

- \*1. 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
- \*2. 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
- \*3. 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 December 12, 2018)**
- \*4. 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 **(Motion to Accept for Review Only)**

IV. ZONING

- \*1. Charlestown Township Rezoning from Residential to Business on State Route 5
- \*2. Rootstown Township Text Amendment Re: Section 310.08.C (Attached Garage); Section 350.07.A & 370.06 (Height of Buildings); Section 150.02.B (Automobile Service Station); Section 350.03.E (Motorized Vehicle Services Center)
- \*3. Randolph Township Text Amendment Re: Definition of Storage/Shipping Container

*\*Needs Action*

V. EXECUTIVE COMMITTEE

A. WORK PROGRAM

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

B. FINANCE

- \*1. October 2018 Financial Statements
- \*2. Authorization to Enter into an Agreement with the Portage County Prosecutor's Office for Legal Services for 2019 (Resolution No. 18-13)

VI. DIRECTOR'S REPORT

VII. OTHER BUSINESS

Next Meeting – Wednesday, December 14, 2018 – REED MEMORIAL LIBRARY, JENKINS ROOM, 167 EAST MAIN STREET, RAVENNA, OHIO 44266

VIII. ADJOURNMENT

**Minutes  
Portage County Regional Planning Commission  
October 10, 2018**

Portage County Regional Planning Commission dated October 10, 2018 at 4:30 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 Vill., Robert Dempsey
Mantua Vill., Paula Tubalkain	Nelson Twp., Kevin Cihan	Palmyra Twp., Sandy Nutter
Ravenna City, Frank Seman	Ravenna Twp., Jim DiPaola	Rootstown Twp., Joe Paulus
PARTA, Clayton Popik	Water Resources, Tia Rutledge	Shalersville Twp., Ronald Kotkowski
Windham Twp., Rich Gano	Sugar Bush Knolls Vill., Jim Beal	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:**

Hiram Twp., Steve Pancost	Mantua Twp., Victor Grimm	Paris Twp., Tom Smith
Randolph Twp., Victoria Walker	Suffield Twp., Adam Bey	Soil & Water, James Bierlair
Windham Vill., Deborah Blewitt	County Engineer, Mickey Marozzi	
Streetsboro City, Glenn Broska		

**Public Present**

Debra Blake

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

## APPROVAL OF SEPTEMBER 12, 2018 MEETING MINUTES

The September 12, 2018 minutes were presented. J. Paulus made a motion to approve the minutes as presented. Motion seconded by R. Ronald Kotkowski.

## SUBDIVISIONS

Replat and Variance in the "Nanway Airpark No. 1" on Nanway Blvd., Lot 59 in Shalersville Township, P.C. Regional Airport Authority, applicant

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 21 Yeas.

Replat of Sublots 15, 16, 17 and 18-R in the "North Eastmoor Acres" on Peck Road, Lot 23 S.D. in Ravenna Township, Jack and Charlene Pittman, applicant

The applicant is requesting approval to combine four lots into two lots. These lots are still not conforming to the zoning code but the proposed replat will reduce the number of non-conforming lots and would bring the lots closer to conformity.

All items that were found to be in non-compliance with the Portage County Subdivision Regulations has been corrected therefore staff recommends approval of the replat. A motion was made by S. Bennett to follow staff recommendation. Motion seconded by R. Kotkowski. Motion carried with 21 Yeas.

Replat of Sublots 15, 16, 17 and 18-R in the "Brimfield Town Center" on Town Center Drive, Falcon Drive and Kelso Road, Lot 32 in Brimfield Township, Bennett Land Title on behalf of John Flynn and Mike Casamento, applicant

The applicant is requesting approval to replat two lots in order to create two lots. The new lot (Lot 2-R) will be used by the Brimfield Fire Department. The other parcel currently has a medical office on it.

All items that were found to be in non-compliance with the Portage County Subdivision Regulations has been corrected therefore staff recommends approval of the replat. A motion was made by R. Dempsey to follow staff recommendation. Motion seconded by R. Patrick. Motion carried with 20 Yeas and 1 Abstention (S. Bennett).

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

A motion was made by S. Bennett to approve an extension of time until November 14, 2018. Motion seconded by J. Kovacich. Motion carried with 21 Yeas.

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

A motion was made by S. Bennett to approve an extension of time until November 14, 2018. Motion seconded by R. Kotkowski. Motion carried with 21 Yeas.

**ZONING**

Rootstown Township Text Amendment – Report presented by T. Peetz

Amendment No. 1

Rootstown Township is proposing the following for the definition of “farm machinery”: “ALL MACHINES AND TOOLS THAT ARE USED IN THE PRODUCTION, HARVESTING, AND CARE OF FARM PRODUCTS AND INCLUDES TRAILERS THAT ARE USED TO TRANSPORT AGRICULTURAL PRODUCE OR AGRICULTURAL PRODUCTION MATERIALS BETWEEN A LOCAL PLACE OF STORAGE OR SUPPLY AND THE FARM.”

T. Peetz said the proposed definition was consistent with the ORC 4501.01. Staff recommends approval of the proposed amendment.

Amendment No. 2

The rationale for Amendment No. 2 is to better define which trailers do or do not have to adhere to the trailer requirements. The lot sizes in 1a were adjusted because the majority of the neighborhoods and residential developments have lot sizes up to 0.75 acres. This change will help the zoning inspector determine how many trailers/vehicles are permitted while doing inspections, especially in more rural areas of the township, without having to look up the size of each individual property.

Staff recommends approval of the proposed amendment. A motion was made by V. Kline to follow staff recommendation. Motion seconded by J. Kovacich. Motion carried with 21 Yeas.

Paris Township Text Amendment – Report presented by T. Peetz

Amendment No. 1

Paris Township is proposing the following under Section 306 as 306.1.7: “NO MOTOR VEHICLE OR TRAILER OF ANY TYPE WITHOUT CURRENT LICENSE PLATE(S) SHALL BE PARKED OR STORED ON ANY RESIDENTIAL PROPERTY OTHER THAN IN A COMPLETELY ENCLOSED BUILDING. THIS INCLUDES SEMI-TRAILERS, NON-RESIDENCE HOUSE TRAILERS, NON-RESIDENCE MOBILE HOMES, BUSES, TRUCK BODIES OR BEDS, RAIL CARS OF ANY TYPE, AUTOMOBILES USED FOR STORAGE, MATERIALS LEFT FROM ANY DISASSEMBLY OF ANY OF THESE ITEMS.”

Staff felt that the proposed amendment was too strict of a requirement because some vehicles may be cars for renovation which would not be allowed without a license plate. Staff recommends approval and also recommends the Township consider adding a time for property owners to become conforming to the provision.

## Amendment No. 2

Paris Township is proposing to add the following to Accessory Use or Building: "INCLUDING BUT NOT LIMITED TO CARGO/SHIPPING CONTAINERS."

Staff would recommend the Township consider language that clearly identifies the intent and/or difference between cargo container and other similar shipping mechanisms. J. Paulus recommended they add a definition of a "shipping" container.

R. Kotkowski questioned if Paris Township allowed carports in any other their zoning districts. R. Kotkowski felt that it could become a gray area. Todd said that in some zoning codes carports are considered to be temporary structures. Todd said it was all in how it is defined in the zoning code.

## Amendment No. 3

Paris Township is proposing to add the following to Section 304.7.1: "NO ACCESSORY BUILDINGS OR STRUCTURES SHALL BE ERECTED OR PLACED ON ANY LOT UNLESS PERMITTED BY THE ZONING INSPECTOR. ACCESSORY BUILDINGS OR STRUCTURES MUST HAVE AND CONTINUE TO MAINTAIN A SIMILAR APPEARANCE AS THE PRINCIPLE BUILDING. THE STRUCTURE MUST BE SET BACK NO CLOSER TO THE ROAD THAN THE REAR FOUNDATION LINE OF THE PRINCIPLE BUILDING (UNLESS OTHERWISE APPROVED BY THE ZONING INSPECTOR) AND MUST CONFORM TO ARTICLE 304.7."

The last sentence allows the zoning inspector to administratively put the accessory structure closer to the road than the primary structure. It is good to provide flexibility, but if it's violating the setback requirement then the Board of Zoning Appeals should be the one approving those. Staff recommends saying . . . "unless STILL CONSISTENT WITH THE ZONING SETBACK REQUIREMENTS AND AS otherwise approved by the zoning inspector.

Staff recommends approval of the proposed amendment with adding . . . still consistent with the Zoning Setback Requirements and as otherwise approved by the zoning inspector.

R. Kotkowski felt that requiring accessory buildings to maintain a similar appearance as the principle building was too restrictive. R. Kotkowski also questioned what the definition of "similar" was because it would leave it up to the zoning inspector to determine what is considered to be similar.

J. DiPaola suggested that this be a topic of discussion at a Quarterly Zoning Inspector's Meeting.

A motion was made by J. Beal to follow staff recommendation for Amendment No. 1 – 3. Motion was seconded by J. Paulus. Motion carried with 20 Yeas and 1 Nay (R. Kotkowski).

## Nelson Township Text Amendment – Report presented by T. Peetz

### Amendment No. 1

Item “K” states “The family business conditional use permit is non-transferrable is issued to the property owner operating the business. Nelson Township is proposing to add the following to Item “K”: “FAMILY OWNED AND OPERATED SMALL BOUTIQUE AND LIKE.”

This change will allow a home business to be transferrable. Staff felt that as long as the business was operating as initially established per the conditions of the Board of Zoning Appeals and continues to abide by them then removing the non-transferable clause would not be an issue.

Staff recommends approval of the proposed amendment however the Township may want to provide some time for property owners to become conforming to the provision. R. Dempsey made a motion to follow staff recommendation. Motion seconded by R. Gano. Motion carried with 21 Yeas.

### EXECUTIVE COMMITTEE

#### Work Program

##### October, 2018 Work Program Report

Todd presented the October 2018 Work Program Report.

- 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.
- 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 and has met with the Township Zoning Commission. An Amendment was presented at the September RPC Meeting.

- City of Streetsboro – A Master Plan Community Meeting was held on September 13<sup>th</sup> and the 20<sup>th</sup>. The next meeting will be held in November with their Planning Commission.
- Suffield Township – Todd attended a meeting on September 12<sup>th</sup> with their Planning Commission relating to their Land Use Plan and the next meeting will be held on November 13, 2018.
- Windham Village – Staff has completed the first draft of their Land Use Plan.
- Quarterly Zoning Inspectors (QZI) Meeting – The next meeting has not been scheduled yet. Anyone with any recommendations for a topic is to let Todd know.
- 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.
- Portage County Land Reutilization Corporation (Land Bank) – Staff attended the Land Bank Meeting on October 10, 2018. The next meeting will be held on January 7, 2019 at 1:00 p.m. at the Reed Memorial Library.

#### Grant Report

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

The application was not funded. An in person technical meeting will be requested with the State to discuss the application. The next round of application will be 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

We should be hearing any day now whether or not the grant was funded or not.

#### October 2018 CDBG Report

##### 2016 Community Development Allocation Grant

OCD determined that they will not allow an extension for the BF-16 grant based on the information provided by RPC staff.

##### 2018 Community Development Allocation Grant

The corrections were made as requested by OCD and are waiting for the grant agreement.



## **Finance**

### **October, 2018 Financial Statement**

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

A. Orashan made a motion to approve the October, 2018 financial statements as presented. Motion seconded by M. Kerrigan. Motion carried with 21 Yeas.

### **2018 Appropriation Increase for the Operations of the Portage County Regional Planning Commission (Resolution No. 18-11) – T. Peetz**

T. Peetz presented Resolution No. 18-11. The P.C. Regional Planning Commission has certified and made available appropriations in the amount of \$435,637. The P.C. Regional Planning Commission finds it necessary to increase the 2018 appropriations from \$419,650 to \$435,637.

A motion was made by V. Kline to approve Resolution No. 18-11 as presented. Motion seconded by J. Kovacich. Motion carried with 21 Yeas.

### **2018 Regional Planning Commission Appropriation Adjustment (Resolution No. 18-12) – T. Peetz**

T. Peetz presented Resolution No. 18-12. The P.C. Regional Planning Commission needs the amount of \$1,700 in appropriations transferred as follows:

DECREASE	Health Insurance	\$1,700
INCREASE	Utilities	\$1,000
INCREASE	Equipment Rent (Copier/Postage Meter)	\$100
INCREASE	Professional & Technical Services	\$600

A motion was made by K. Cihan to approve Resolution No. 18-12 as presented. Motion seconded by J. Kovacich. Motion carried with 21 Yeas.

## **OTHER BUSINESS**

### **RPC Meeting Location**

The RPC meeting on November 14<sup>th</sup> will be held at the P.C. Administration Building on the 1<sup>st</sup> floor. The RPC meeting on December 12<sup>th</sup> will be held at the Reed Memorial Library, Jenkins Room.

In 2019 we were able to reserve the Reed Memorial Library, Jenkins Room for all of the meetings except for the month of March.

### Moving RPC Office

The offices were moved on Saturday, September 22<sup>nd</sup> and it did take 5 guys approximately 11 hours to move the entire office.

### 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.

### Next Meeting

J. DiPaola announced that the next Regional Planning Commission meeting will be held on November 14, 2018 at 4:30 p.m. and will be held at the P.C. Administration Building on the 1<sup>st</sup> Floor.

### ADJOURNMENT

S. Bennett made a motion to adjourn the meeting at 5:20 p.m. Motion seconded by J. Kovacich.

Minutes approved at the November 14, 2018 Meeting.

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Jim DiPaola, Chairman

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Todd Peetz, Secretary



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Meeting called to order on October 10, 2018 at: 3:30 pm

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

Staff: T. Peetz E. Beeman

Absent: D. Blewitt

J. DiPaola opened the meeting at 3:03 p.m. The minutes of September 12, 2018 were presented. J. DiPaola 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.

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

**Planning Administration**

A total of 7 subdivision applications were submitted during the month of September 2018 creating 7 new lots.

**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 helped with new language for storage containers.

**Ravenna City**

Staff finalized the future land use map and plan. Staff met with the Planning Commission on July 31<sup>st</sup> 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: definition of farm machinery; Section 310.09 Parking & storage of recreational vehicles and trailers. It is on today's full commission agenda for discussion/review.

**Shalersville Township**

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

**Streetsboro City**

RPC staff attended MPRC meetings on September 13<sup>th</sup> and September 20<sup>th</sup> for the update to their Master Plan. The next meeting will be a presentation to the Planning Commission on November 13<sup>th</sup>.

**Suffield Township**

Todd reported he attended the September 12th Planning Commission meeting in relation to their Land Use Plan. The next scheduled meeting will be held on October 19th, 2018.

**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.

**Portage County Land Reutilization Corporation (Land Bank)**

The land bank had a meeting on October 10th at the Reed Memorial Library. The next scheduled meeting will be January 7<sup>th</sup> 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.



### **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 an additional \$85,700 match from the County Revolving Loan Fund.

Todd reported we are waiting to hear if Garrettsville Village and Palmyra Township 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. Discussion held.

### **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 5 requests for assistance received in September.

### **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.



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**Portage Private Industry**

Run a waterline that will enable the Ravenna Head Start facility to provide services to children and families in both Head Start and Early Head start.

**City of Ravenna**

Replace 565 linear feet of 49-year-old deteriorated concrete roadway between Franklin Street and North Diamond.

**Family & Community Services**

Replace 80-ton Trane Chiller system that provides air conditioning at 705 Oakwood Street, Ravenna.

**Coleman Professional Services**

Home repairs for 4155 St Rt 14, Edinburg, and 5982 Rhodes Road, located in Franklin Township.

**Windham Township**

Demolition and asbestos abatement of an old church located at 10352 Silica Sand Road in Windham Township.

**FINANCE**

**RPC GENERAL FUND**

September 1, 2018 Cash Balance	\$51,251.89
Receipts:	\$48602.63
Expenditures:	\$26,980.51
September 30, 2018 Cash Balance	\$72,874.01

**LGIP Park Plan/Inventory**

September 1, 2018 Cash Balance	\$156.53
Receipts:	\$5,000.00
Expenditures:	\$ 0.00
September 30, 2018 Cash Balance	\$5,156.53

**B-F-16 Formula Grant**

September 1, 2018	\$6,542.69
Receipts:	\$ 0.00
Expenditures:	\$ 0.00
September 30, 2018 Cash Balance	\$6,542.69



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**LGIP Branding/Marketing**

September 1, 2018	\$411.01
Receipts:	\$3,000.00
Expenditures:	\$ 0.00
September 30, 2018 Cash Balance	\$3,411.01

**B-F-18 Formula Grant**

September 1, 2018	\$0.00
Receipts:	\$0.00
Expenditures:	\$0.00
September 30, 2018 Cash Balance	\$0.00

**September 2018 Financial Statements**

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

**Resolution 18-11** Authorizing RPC to increase 2018 appropriations for the operation of the Portage County Regional Planning Commission from \$419,650 to \$435,637. J. Beal made a motion to approve increasing and amending appropriations by an additional \$15,987, seconded by S. Bennett. Motion carried unanimously.

**Resolution 18-12** Authorization to transfer appropriations from health insurance in the amount of \$1,700 to Utilities \$1,000; Copier rental \$100; and Professional/Technical services \$600. S. Bennett made a motion to transfer the appropriation request as presented seconded by A. Orashan. Motion carried unanimously.

Todd reported there are items we did not bring with us that we need to address. The chairs from the board room, 3 desks, some side chairs, a push mower and a new snow blower will need to be sold or maybe donated. The map files are full of community maps and will either need to be moved or possibly donated to the Historical Society. E. Beeman stated the records retention schedule indicates these types of documents are considered historical and should be kept. J. Beal asked if they could be donated to the University of Akron to include in their archives or to the Portage County Historical Society. Todd stated he would like to offer all communities the ability to view what we have and see if they would want them. J. DiPaola stated the items that belong to the RPC be noted then this committee could declare it surplus and distribute it as necessary. The map files themselves are another asset that would need addressed. Todd stated the Konica Minolta copier needs moved to our new location. The



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Water Resources donated a plotter to RPC however, it needs a service call. Todd stated he would like to prepare community maps and hang some of them on the hallway walls.

Todd stated the real estate located at 122, 124, 126 & 128 N Prospect did not sell. No bids were received. JoAnn Townend stated she will be talking with the Portage County Commissioners to see if they want to advertise in the Plain Dealer or Akron Beacon Journal. JoAnn was on vacation so Todd stated he would get with her when she returns.

There being no further business to come before the Committee a motion was made by J. Beal to adjourn the meeting at 3:45 p.m. Seconded by A. Orashan. Motion carried unanimously.

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Chairman, Jim DiPaola

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Secretary, Todd Peetz, AICP

Minutes submitted for approval by Secretary on November 10, 2018



**REPLAT OF SUB LOTS 4, 5 AND 6 IN TRADE WINDS No 1 CREATINGS NEW SUB-  
LOT 5-R  
BRIMFIELD TOWNSHIP**

**Case No.** 18-43  
**Reviewed By:** Todd Peetz  
**Date Submitted:** 10-1-18  
**Due:** 11-01-18 Extended to 11-14-18

**APPLICANT:** Jacob Reuting  
 2427 Tallmadge Road  
 Ravenna, OH 44266

**REQUESTED ACTION & HISTORY:**

The applicant requests approval to replat three (3) lots into one (1) lot that would move lots lines to a more appropriate location. The new lot will continue to be used as a home. The lot fronts on Tallmadge Road and is directly west of Hunters Ridge Subdivision entrance. The purpose is to combine the lots to build a fence.

See combined aerial of all the parcels together.

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

The proposed lots are located in the northeast quadrant of Brimfield Township. The lot is located in close proximity to Rootstown Township.

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

	Minimum Required	Provided 5-R
Zoning	R-1	NA
Min Acreage	1.5 acres	1.7469 acres
Frontage	150 Feet	279 Feet
Width	150 Feet	279 Feet

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

**Surrounding:** The areas surrounding the proposed replat are residential to the east, north and south. To the west is currently vacant.

**UTILITIES:**

There is water, but no sewer available to the property.

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

**Soils:** There are three main soil types associated with this replat which are Sebring silt loam, Nearly flat low terraces, Chili Silt Loam, 2 to 6 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.
- Chili 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.
- 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 a wetland area in the back of the property. This property is already developed.

**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 water available on septic
Brimfield Zoning Inspector	Y

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

11/08/18

**COMPLIANCE WITH COUNTY SUBDIVISION REGULATIONS:**

Meets the requirement of the subdivision regulations

**COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:**

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

**ANALYSIS:** There are no other issues with the replat.

**RECOMMENDATIONS:** Staff recommends approval.

**Exhibit 1**  
**Replat of Trade Winds No. 1**  
**Sub-Lots 4, 5, & 6**  
**Brimfield Township**



0 100 200 Feet

0 1,000 2,000 Feet



**Exhibit 2**  
**Replat**

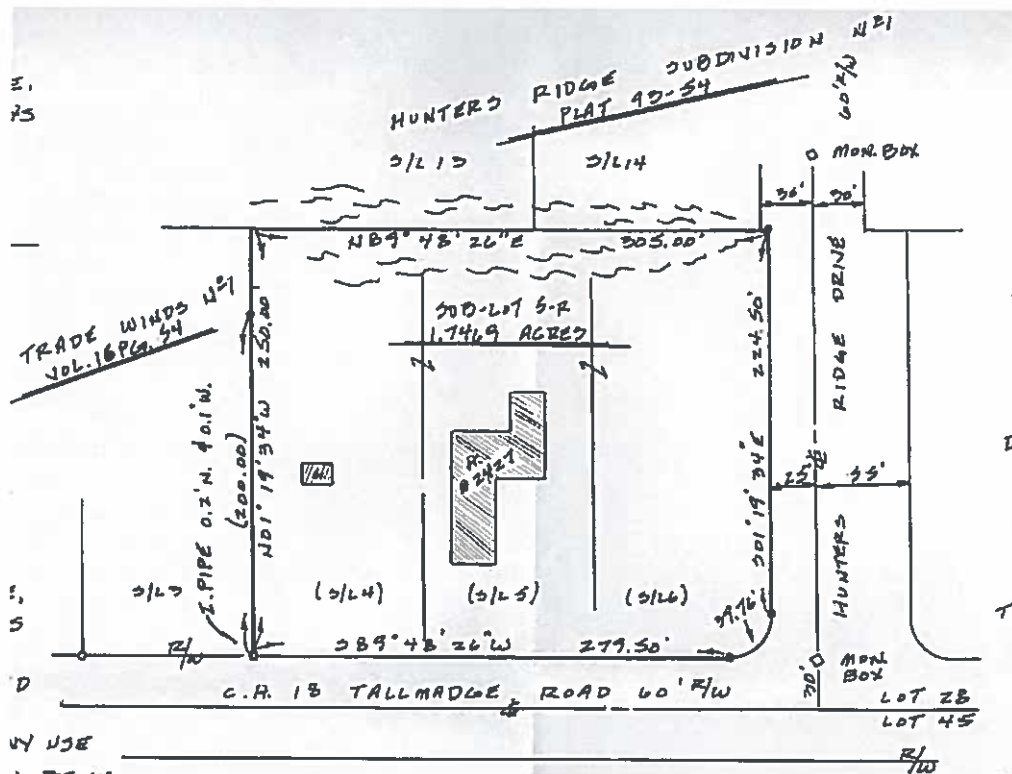


Exhibit 3


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

Replat of Trade Winds No.1  
Sub-Lots 4, 5, & 6

Brimfield Township



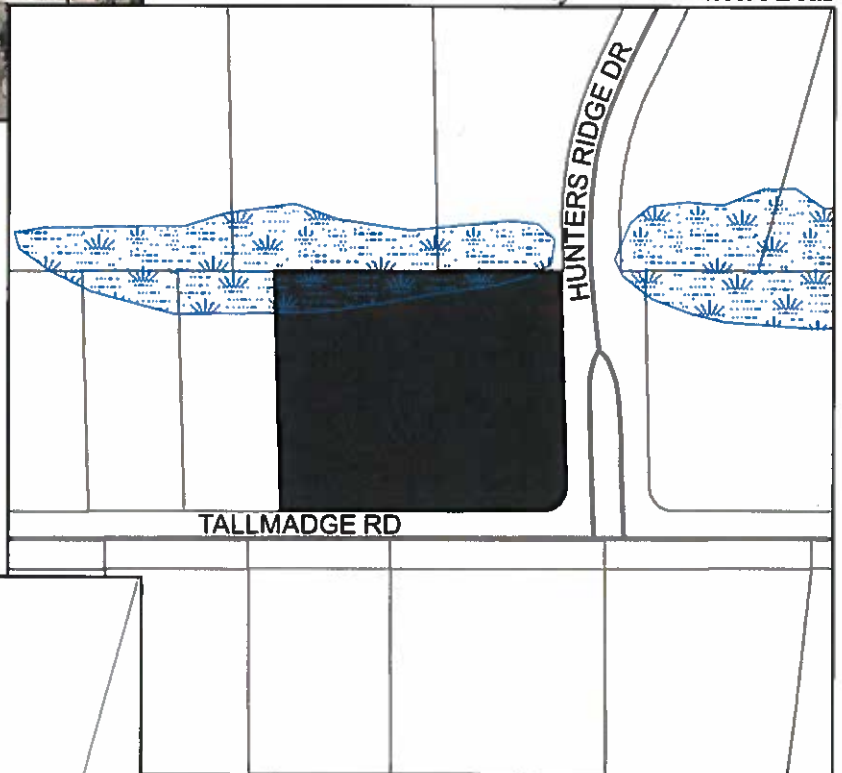
Portage County Soil Survey Digital version, 2006

 Hydric Soils



0 100 200 Feet

Wetlands & Priority Conservation Areas



 Wetlands



 Flood Zone A  
 Flood Zone AE

FEMA Flood Insurance Rate Map, 2013

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

**Case No.** 18-44  
**Reviewed By:** Todd Peetz  
**Date Submitted:** 10-1-18  
**Due:** 10-05-18 Extended to 11-14-18

**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
<b>Zoning</b>	R-1	NA	NA
<b>Min Acreage</b>	2 acres	4.4813 acres	2.45 Acres
<b>Frontage</b>	60 Feet cul-de-sacs	188 Feet	107 Feet
<b>Width</b>	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, 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

**COMPLIANCE WITH COUNTY SUBDIVISION REGULATIONS:**

Does not meets the requirements of the subdivision regulations  
Needs approval from Tax Map  
Needs Owner signatures  
Needs Location Map  
Needs to show all existing Buildings.

**COMPLIANCE WITH TOWNSHIP ZONING REGULATIONS:**

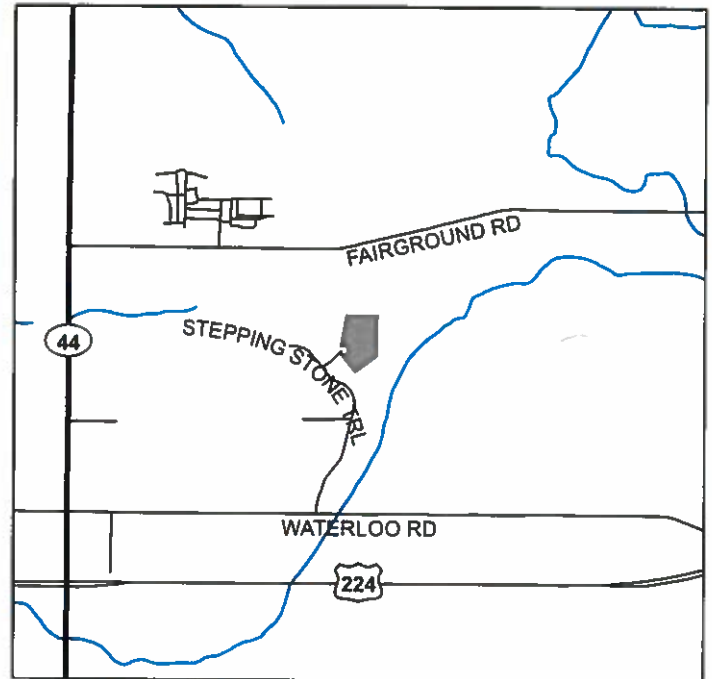
The replatted lot is following Randolph Township's zoning code requirements

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

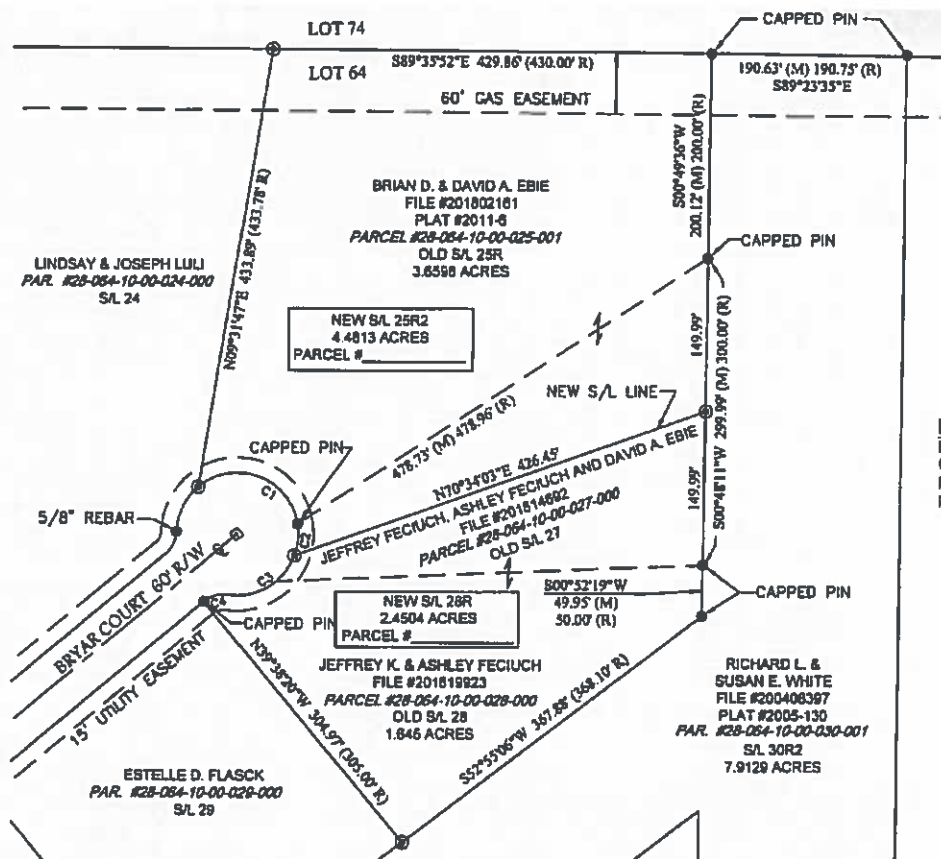
**RECOMMENDATIONS:** Staff recommends approval if all of the corrections are made prior to the November 14<sup>th</sup> RPC Board meeting. If the corrections cannot be made staff would recommend an extension of time or denial of the replat.



## 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



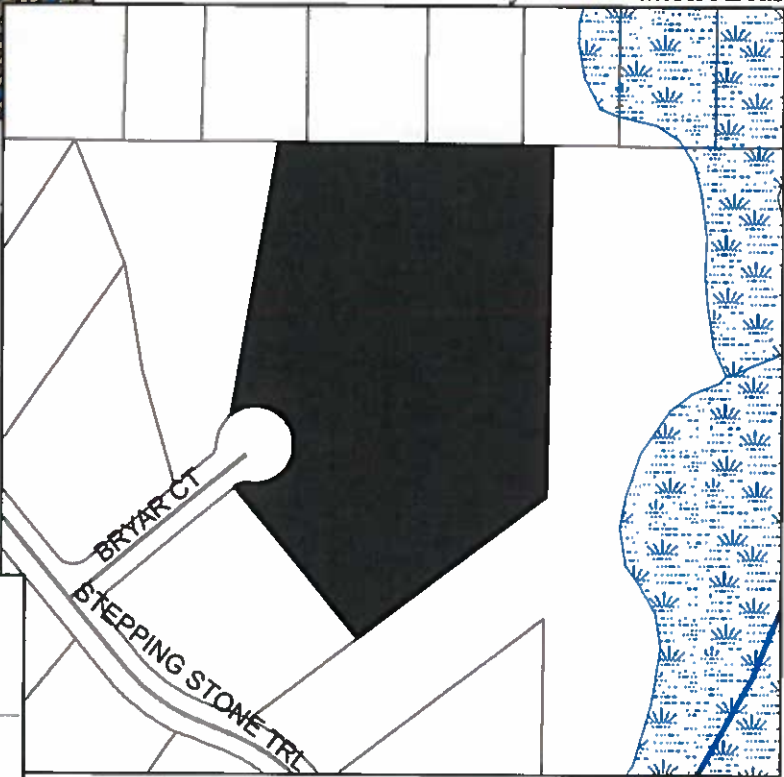
Portage County Soil Survey Digital version, 2006

 Hydric Soils

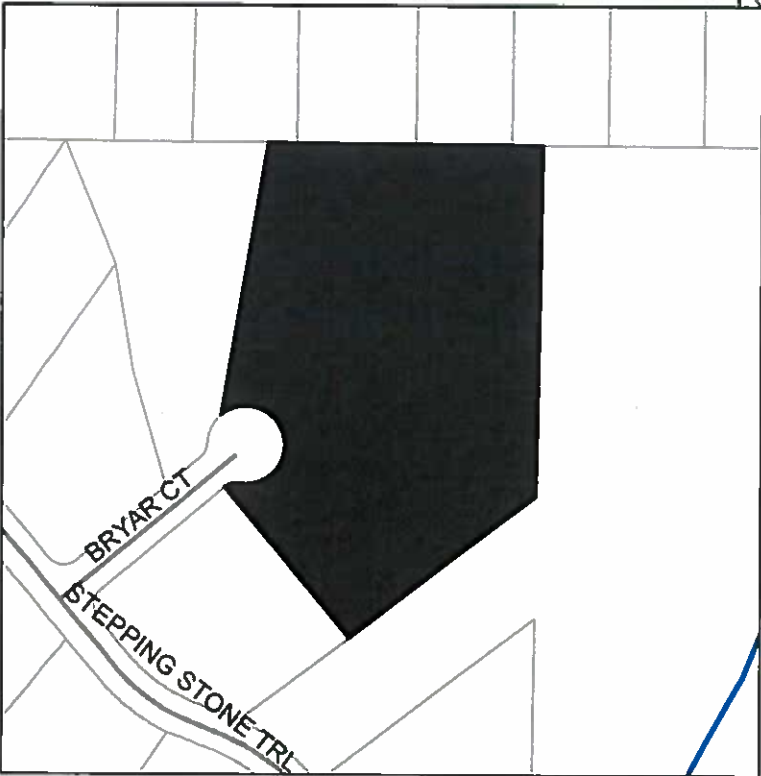


0 150 300 Feet

Wetlands & Priority Conservation Areas



Wetlands



Flood Zone A



Flood Zone AE

FEMA Flood Insurance Rate Map, 2013

**CHARLESTOWN TOWNSHIP  
ZONING MAP AMENDMENT  
REVIEW BY RPC STAFF  
NOVEMBER 2018**

Reviewer: Todd Peetz  
Date Received: 10-04-18  
Hearing Date: 11-14-18

Applicant: Charlestown Township Zoning Commission  
Charlestown Townships Trustees

**AMENDMENT 1  
Amend Zoning Map from R-1 Residential to B-1 Business District**

**PROPOSED/RECOMMENDED CHANGES**

The proposed change is to change the Zoning Map from R-1 Residential to B-1 Business District. The amendment consists of 113 +/- acres. The fourteen (14) parcel numbers are:

05-019-00-00-0008-001 (13.77 acres);  
05-019-00-00-0007-005 (2.24 acres);  
05-019-00-00-0013-000 (1.77 acres);  
05-019-00-00-0007-004 (1.69 acres);  
05-019-00-00-0007-003 (1.69 acres);  
05-019-00-00-0007-002 (1.69 acres);  
05-019-00-00-0007-001 (1.69 acres);  
05-019-00-00-0007-000 (23.44 acres);  
05-019-00-00-0007-007 (2.11 acres);  
05-019-00-00-0007-006 (5.00 acres);  
05-019-00-00-0017-000 (25.11 acres);  
05-019-00-00-0009-000 (4.03 acres);  
05-019-00-00-0006-000 (19.75 acres);  
05-019-00-00-0006-001 (6.00 acres);

The information provided by the applicant is included in the report as appendix 1.

This proposed amendment is to allow for the existing development of mostly commercial uses along SR 5 to be consistent with the zoning district. The existing properties are

primarily a fuel and gas operation, mining and other miscellaneous commercial. The differences are shown in the following zoning comparison table:

Note: *Italics* depict differences between R-1 Residential to B-1 Business District zoning

Requirements	R-1 Existing	B-1 Proposed
Use Type	Residential	Commercial
Minimum Lot Size	One and a half (1 1/2) acres single family. Two and a half (2 1/2) for a two family.	<i>None listed</i>
Minimum Lot Width	100 Feet Single family 150 Feet Two Family	<i>60 Feet</i>
Minimum Frontage Depth	60 Feet	<i>25 Feet</i>
Minimum Rear Yard Setbacks	20 Feet	20 Feet
Minimum Side Yard Setbacks	20 Feet	<i>0 feet; 30 feet if adjacent to residential.</i>
Maximum Building Height	35 Feet	35 Feet,
Minimum Living Floor Area	Single Family and Two - Family minimums 1,400/2,600 sq.ft.	<i>N/A</i>

#### Surrounding Zoning:

North	East	South	West
R-1 Residential Zoning	R-1 Residential and O-C Open Space Conservation	R-1 Residential	Ravenna Township Residential Low

#### Surrounding Existing Land Uses:

North	East	South	West
North Residential	Vacant and mining	Vacant	Residential

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 SR-5. It should be noted that the existing uses in the subject area are non-residential. There are a couple single family homes, but all the homes are controlled by one owner. There are 3 property owners of the subject rezoning. Two of those property owners are on the south side of SR-5; Fuel and Gas Corp owns the western most parcel and then the other owner on the south side of



SR-5 is all owned by Forner Donald and Barrie Trust. On the north side of SR-5 is owned by Patrick Excavating.

## **TRANSPORTATION**

There are minimal transportation issues currently associated with this section of SR-5. The properties are mostly in operation currently, so it is not anticipated at this time that additional traffic will be created with this zoning change. It is also important to understand that a rezoning application does not approve a site plan. It is at the time of a site plan that projects are reviewed for potential road improvements and the how those improvements will be made and what they entail.

## **WATER AND SEWER RESOURCES**

Water and Sewer is not available. There are uses already occupying the majority of the subject area.

## **NATURAL RESOURCES**

There is a small are that would include wetlands and or floodplains identified in the subject area. There is an existing stream and hydric soils that should be considered at the time of development.

## **COMMENTS**

The proposed zoning change is in keeping with the current uses in the area. Being that most of the subject area is already built or vacant, but is still part of a larger project. There are also existing homes on the north and west of the subject parcels. They already exist so the zoning change will most likely have little to no additional impact to them.

## **RECOMMENDATION**

Staff would recommend approval of the proposed map amendment from R-1 Residential to B-1 Business District.

Charlestown Township  
2016 Aerial



Proposed Change  
from R-1 to B-1

Parcels



Source: Parcels, Roads, Portage County GIS, 2018; Jurisdictional Boundaries, Portage County GIS, 2016; Proposed Zoning, PCRPC, 2018; Orthophoto, 2016

Map Created November 2018

PCRPC

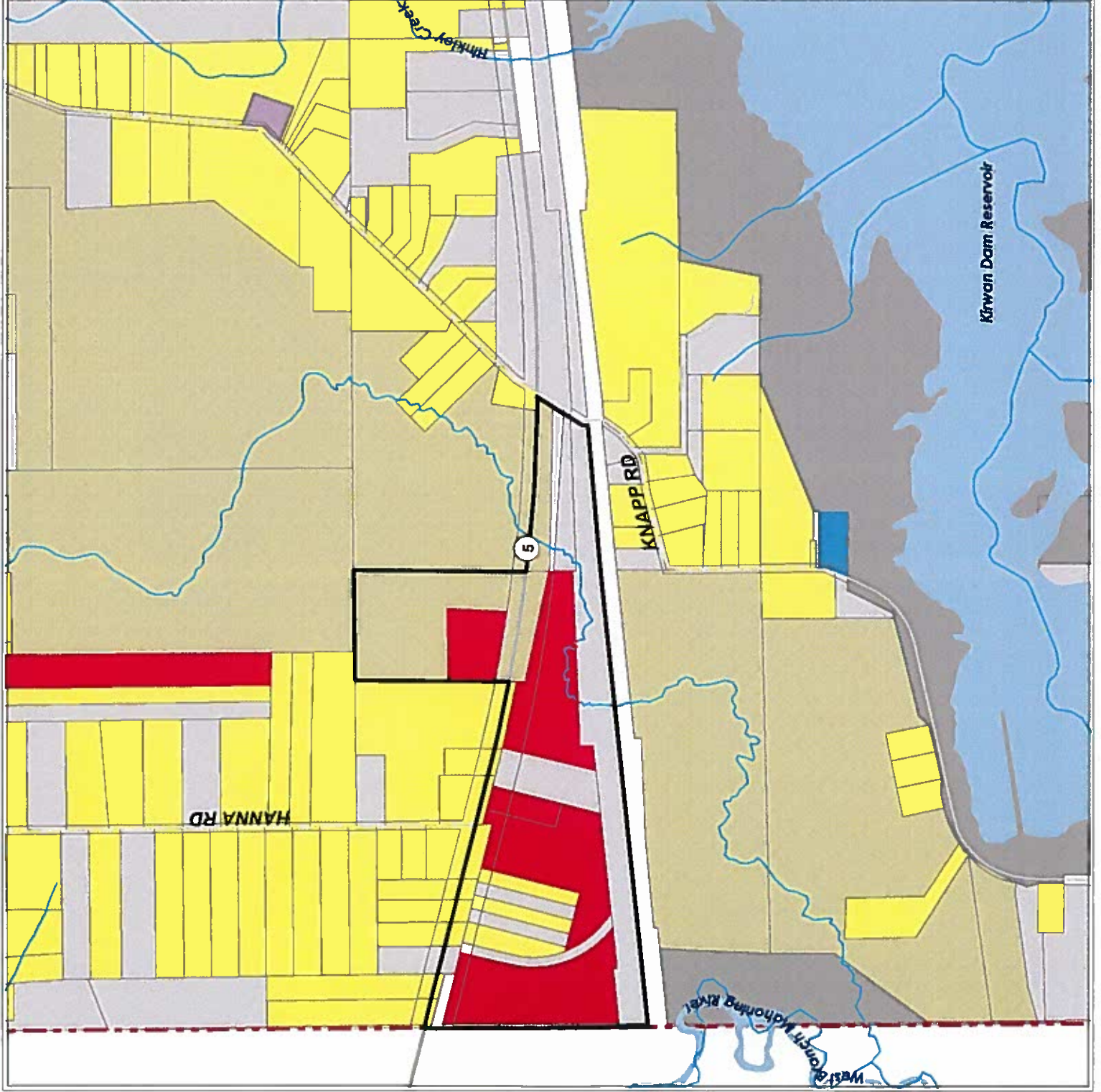
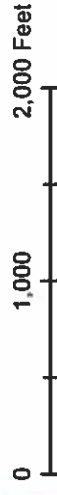


# Charlestown Township

## Existing Land Use



- Proposed Change from R-1 to B-1
- Vacant
- Agriculture
- Industrial
- Mobile Homes / Trailer Park
- Commercial
- Residential
- Federal Land
- Public / Quasi-Public

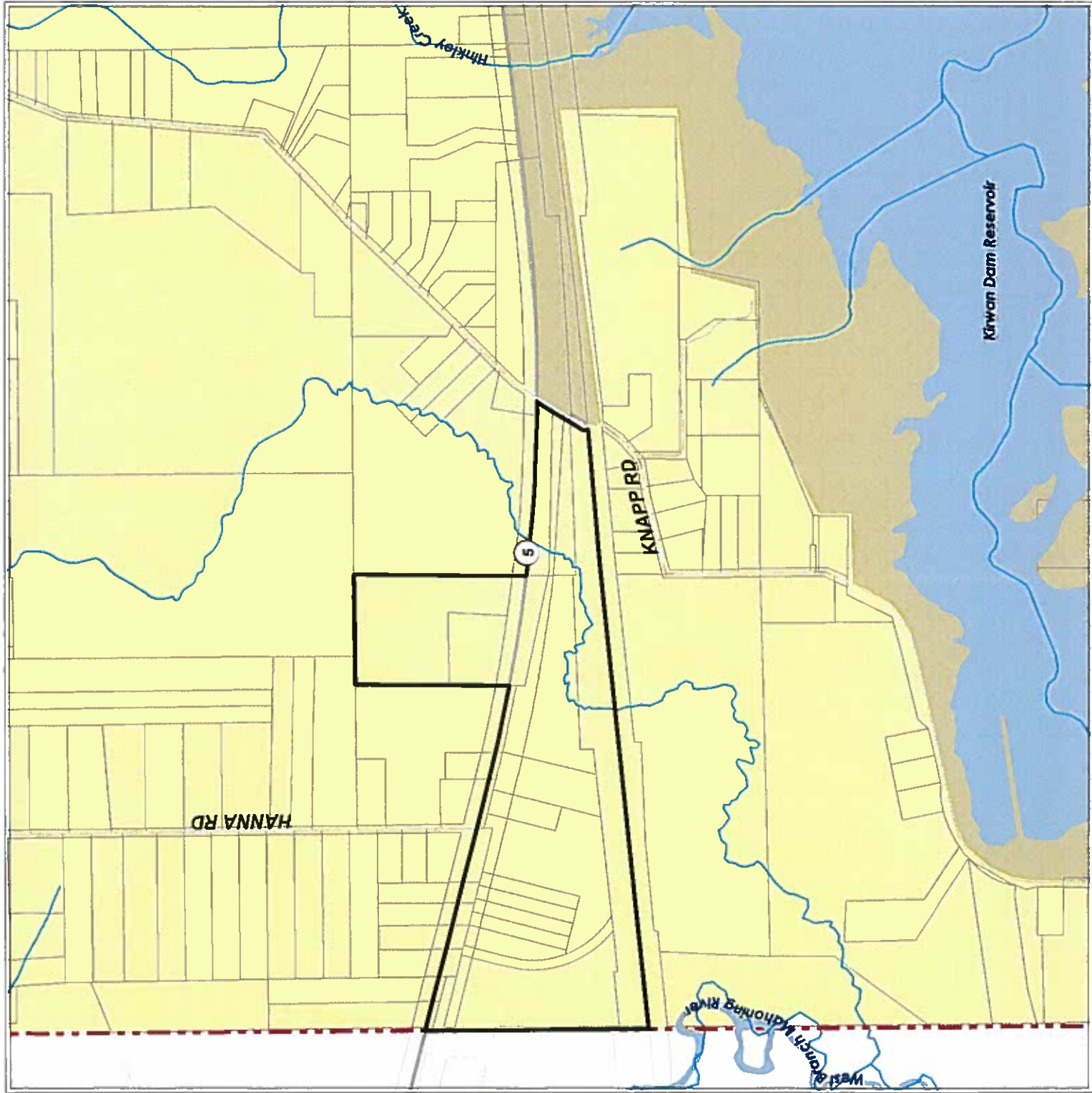


# Charlestown Township

## Existing Zoning



- Proposed Change from R-1 to B-1
- B-1 Business
- O-C Open Space Conservation
- R-1 Residential
- R-2 Residential





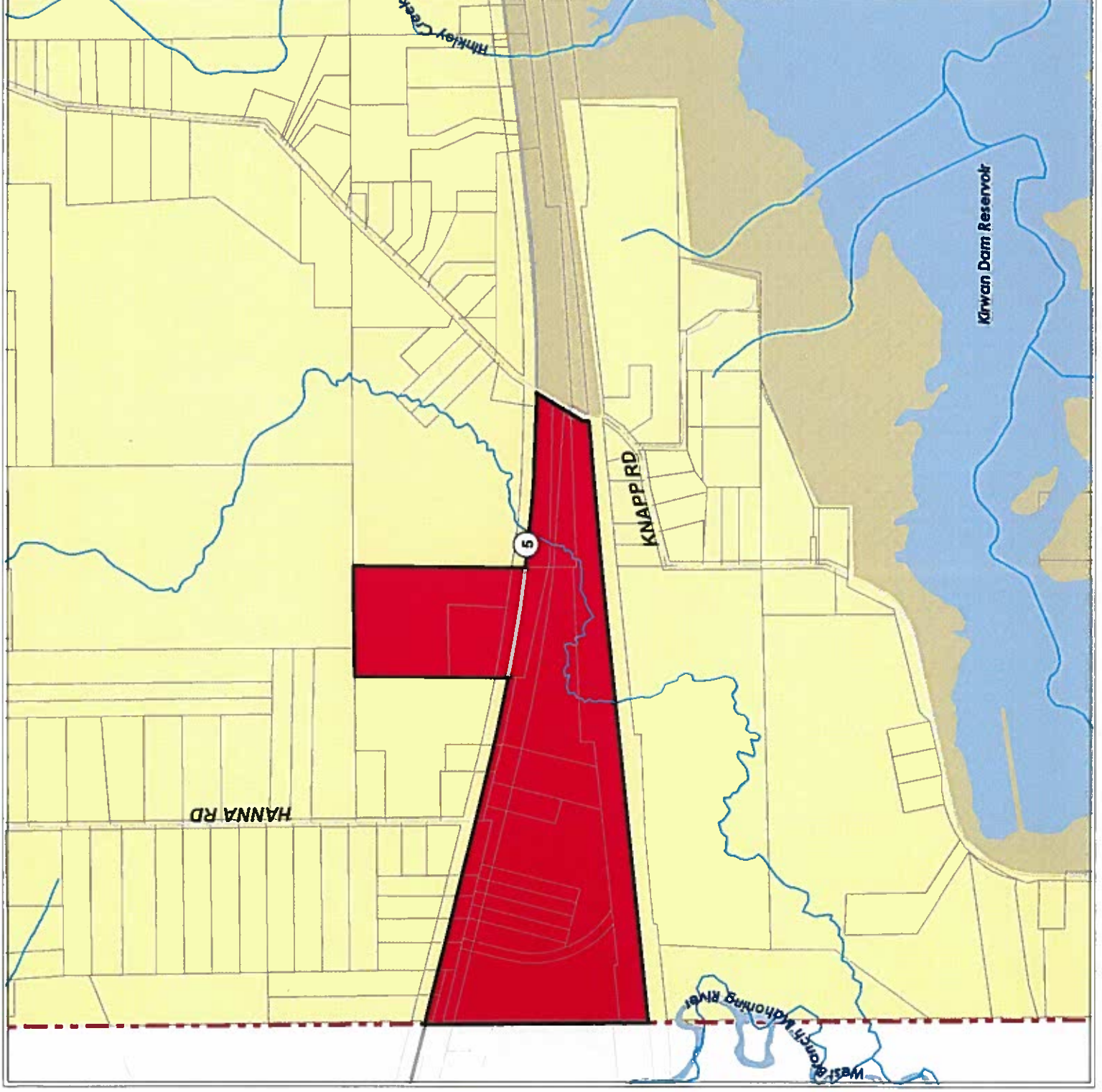
# Charlestown Township

## Proposed Zoning



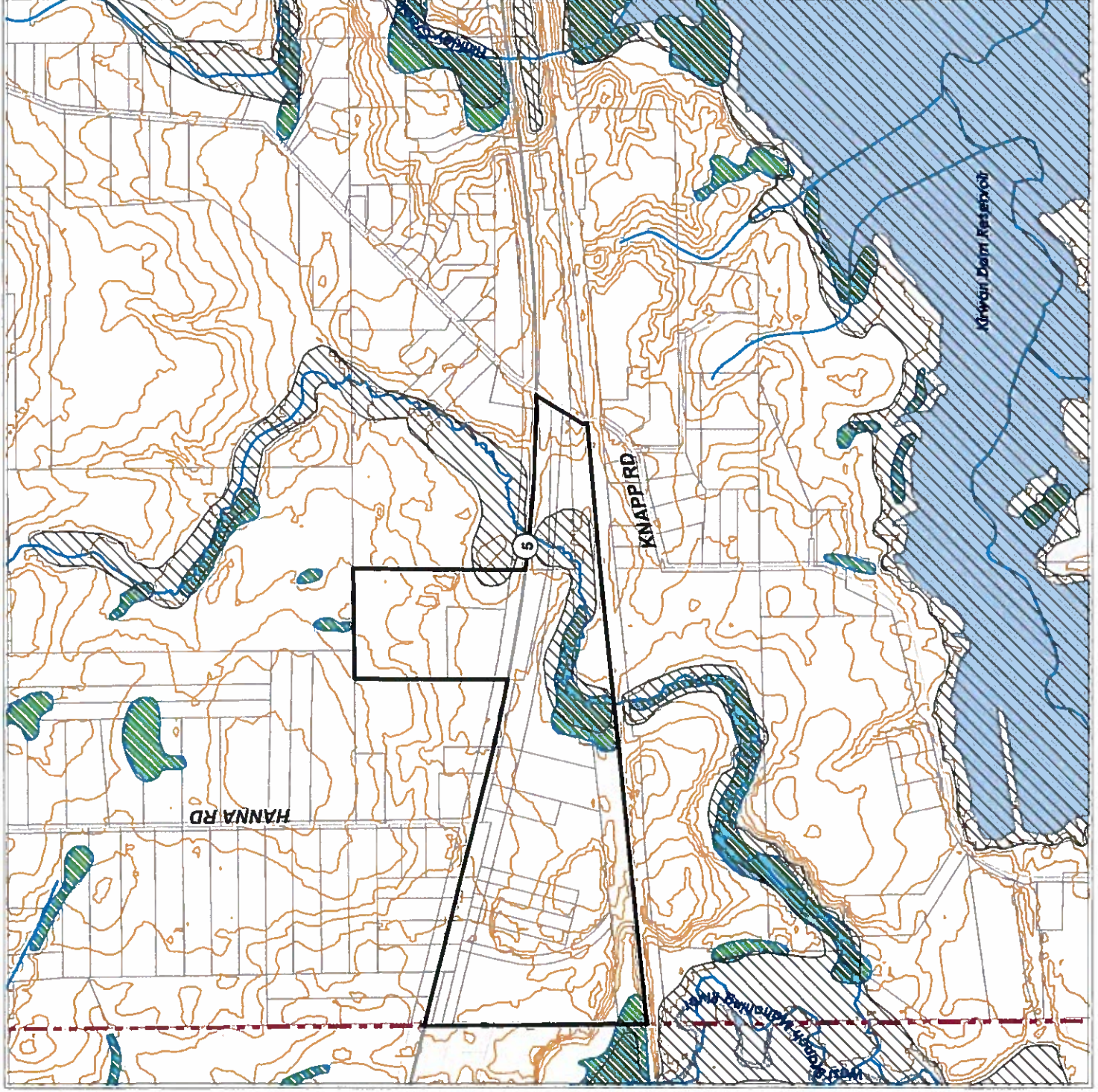
- Proposed Change from
- R-1 to B-1
  - B-1 Business
  - O-C Open Space Conservation
  - R-1 Residential
  - R-2 Residential

0 1,000 2,000 Feet





# Charlestown Township Environmental Constraints



- 10-foot Contours
- Streams
- Flood Zone A
- Wetlands
- Water Bodies
- Proposed Change from R-1 to B-1

Source: Parcels, Roads, Portage County GIS, 2018; Jurisdictional Boundaries, Portage County GIS, 2016; Proposed Zoning, PCRPC, 2018  
Map Created November 2018



**ROOTSTOWN TOWNSHIP  
ZONING CODE UPDATE WITH AMENDMENTS  
November 2018**

Received: October 29, 2018

Meeting Date: November 14, 2018

Reviewed by Todd Peetz

At our regular meeting on September 18, 2018, a motion was passed to amend Section 150.02 B and 310.09 F of the Zoning Resolution.

**AMENDMENT 1**

**Section 310.08 C Existing:**

- C. Attached Garage Required. Every dwelling unit except a multi-family unit shall have an attached, enclosed garage with a minimum area of 240 square feet.

**Section 310.08 C Proposed (shown in bold):**

- 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.**

**Rationale:** 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 or detached garage.

**Staff Comments:** The rationale that was submitted provides insight on the purpose of the proposed change. I am making the assumption there will be some flexibility even though the first structure may not be an actual garage? Your last sentence of Section 310.08C would cover all the pre-existing structures as they should still comply with the requirements of an accessory structure. This also would cover those persons who simply may not want an attached garage.

**Staff would recommend:** Approval as submitted.

## AMENDMENT 2

### Section 350.07 A Existing:

- A. The height of buildings in R-O, V-C, C-1, C-2 and C-3 Districts shall not exceed 35 feet except that in the C-3 district taller structures may be approved by the Board of Zoning Appeals as a conditional use.

### Section 350.07 A Proposed (shown in bold):

- A. The height of buildings in R-O, V-C, C-1, C-2 and C-3 Districts shall not exceed **35 50** feet except that in the C-3 district taller structures may be approved by the Board of Zoning Appeals as a conditional use.

### Section 370.06 A Existing:

- A. The height of all buildings shall not exceed 45 feet.

### Section 370.06 A Proposed (shown in bold):

- A. The height of all buildings shall not exceed **45 50** feet.

**Rationale:** 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 Comments:** Height has become an issue for industrial users and they would like more height to operate their equipment internally. The same is true for commercial. Newer commercial units like the first floor to be 15 and higher.

**Staff would recommend:** Approval as submitted.

## AMENDMENT 3

### Existing Definition (Section 150.02 B):

**AUTOMOBILE SERVICE STATION** (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 AUTO REPAIR GARAGE shall not be permitted.

### Proposed New Definition (shown in bold):

**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.

**Existing Definition (Section 150.02 B):**

**AUTO REPAIR GARAGE:** A building, part of a building, structure or space, which is used for the repair, rebuilding or reconstruction of motor vehicles or parts thereof including collision service, painting, washing and steam cleaning of vehicles.

**Proposed New Definition (shown in bold):**

**MOTORIZED VEHICLE AUTO REPAIR GARAGE:** A building, part of a building, structure or space, which is used for the repair, rebuilding or reconstruction of motor vehicles or parts thereof including collision service, painting, washing and steam cleaning of vehicles.

**Section 350.03 E Existing:**

	R-O Residential Office	V-C Village Center	C-1 Retail Comm.	C-2 General Comm.	C-3 Highway Interchange
E. Automotive Uses					
1. Gasoline stations				C	P
2. Auto service station				C	P
3. Car wash				C	P
4. Auto repair garage				C	P
5. Auto, motor vehicle sales				C	P

**Section 350.03 E Proposed (shown in bold):**

	R-O Residential Office	V-C Village Center	C-1 Retail Comm.	C-2 General Comm.	C-3 Highway Interchange
E. Automotive Uses					
1. Gasoline stations				C	P
2. <b><u>Motorized vehicle</u> service center</b>				C	P
3. Car wash				C	P
4. <b><u>Motorized vehicle</u> repair garage</b>				C	P
5. Auto, motor vehicle sales				C	P

**Rationale:** To match the use of "motor vehicle" rather than "automobile" in the definitions of the Zoning Resolution.

**Staff Comments:** The proposed changes each make sense. Repair and service stations don't always cater to just automobiles so the change opens up the opportunity to service a variety of motorized vehicles.

**Staff would recommend:** Approval as submitted for both the text and corresponding tables.





TO: Portage County Regional Planning Commission  
FROM: Rootstown Township Zoning Commission  
DATE: October 29, 2018  
RE: Proposed Amendment to Zoning Resolution – 2018-010

At our regular meeting on October 16, 2018, a motion was passed unanimously to amend Section 310.08 C of the Zoning Resolution.

**Section 310.08 C Existing:**

- C. Attached Garage Required. Every dwelling unit except a multi-family unit shall have an attached, enclosed garage with a minimum area of 240 square feet.

**Section 310.08 C Proposed (shown in bold):**

- 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.**

**Rationale:** 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 or detached garage.

Please provide your input and recommendations to secretary Jordan Michael, 3988 State Route 44, Rootstown, OH 44272 or [rootstownzoning@sbcglobal.net](mailto:rootstownzoning@sbcglobal.net).

JM



TO: Portage County Regional Planning Commission  
FROM: Rootstown Township Zoning Commission  
DATE: October 29, 2018  
RE: Proposed Amendment to Zoning Resolution – 2018-011

At our regular meeting on October 16, 2018, a motion was passed unanimously to amend Sections 350.07 A and 370.06 A of the Zoning Resolution.

**Section 350.07 A Existing:**

- A. The height of buildings in R-O, V-C, C-1, C-2 and C-3 Districts shall not exceed 35 feet except that in the C-3 district taller structures may be approved by the Board of Zoning Appeals as a conditional use.

**Section 350.07 A Proposed (shown in bold):**

- A. The height of buildings in R-O, V-C, C-1, C-2 and C-3 Districts shall not exceed **35 50** feet except that in the C-3 district taller structures may be approved by the Board of Zoning Appeals as a conditional use.

**Section 370.06 A Existing:**

- A. The height of all buildings shall not exceed 45 feet.

**Section 370.06 A Proposed (shown in bold):**

- A. The height of all buildings shall not exceed **45 50** feet.

**Rationale:** 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.

Please provide your input and recommendations to Jordan Michael, secretary, via email at [rootstownzoning@sbcglobal.net](mailto:rootstownzoning@sbcglobal.net).

JM





TO: Portage County Regional Planning Commission  
FROM: Rootstown Township Zoning Commission  
DATE: October 29, 2018  
RE: Proposed Amendment to Zoning Resolution – 2018-012

At our regular meeting on October 16, 2018, a motion was passed unanimously to amend Sections 150.02 B and 350.03 E of the Zoning Resolution.

**Existing Definition (Section 150.02 B):**

AUTOMOBILE SERVICE STATION (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 AUTO REPAIR GARAGE shall not be permitted.

**Proposed New Definition (shown in bold):**

**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 REPAIR GARAGE** shall not be permitted.

**Existing Definition (Section 150.02 B):**

AUTO REPAIR GARAGE: A building, part of a building, structure or space, which is used for the repair, rebuilding or reconstruction of motor vehicles or parts thereof including collision service, painting, washing and steam cleaning of vehicles.

**Proposed New Definition (shown in bold):**

**MOTORIZED VEHICLE REPAIR GARAGE:** A building, part of a building, structure or space, which is used for the repair, rebuilding or reconstruction of motor vehicles or parts thereof including collision service, painting, washing and steam cleaning of vehicles.

**Section 350.03 E Existing:**

	R-O Residential Office	V-C Village Center	C-1 Retail Comm.	C-2 General Comm.	C-3 Highway Interchange
E. Automotive Uses					
1. Gasoline stations				C	P
2. Auto service station				C	P
3. Car wash				C	P
4. Auto repair garage				C	P
5. Auto, motor vehicle sales				C	P

**Section 350.03 E Proposed (shown in bold):**

	R-O Residential Office	V-C Village Center	C-1 Retail Comm.	C-2 General Comm.	C-3 Highway Interchange
E. Automotive Uses					
1. Gasoline stations				C	P
2. <b>Motorized vehicle service center</b>				C	P
3. Car wash				C	P
4. <b>Motorized vehicle</b> repair garage				C	P
5. Auto, motor vehicle sales				C	P

**Rationale:** To match the use of “motor vehicle” rather than “automobile” in the definitions of the Zoning Resolution.

Please provide your input and recommendations to secretary Jordan Michael, 3988 State Route 44, Rootstown, OH 44272 or [rootstownzoning@sbcglobal.net](mailto:rootstownzoning@sbcglobal.net).

JM

**RANDOLPH TOWNSHIP  
ZONING CODE UPDATE WITH AMENDMENTS  
November 2018**

Received: October 24, 2018  
Meeting Date: November 14, 2018

Reviewed by: Todd Peetz

**Amendment 1  
Chapter 2 Definitions**

**Rationale:** Randolph Township would like to add a definition for “shipping containers”. Underline is all new language and the CAPS and ~~striketrough~~ are RPC staff comments.

**Proposed:**

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 reusable 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.

**Staff Comments:** Searching the internet and Ohio Revised Code, there does not appear to be 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. So 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 could/should also address location of accessory structures, not permitted in the front yard or are only allowed in the rear yard. Whatever works best for Randolph Township and the location of accessory structures.

**Staff Recommendations:** Approve as submitted.

## **Todd Peetz**

---

**From:** Randolph Township <randolphzoning@gmail.com>  
**Sent:** Wednesday, October 24, 2018 7:47 PM  
**To:** Todd Peetz  
**Subject:** text amendment  
**Attachments:** definition of shipping containers.docx; CHAPTER 2- DRAFT 10-24-2018.docx

Todd,

Our zoning commission has decided that we would like to add a definition for shipping/storage containers to our zoning resolution. I have attached a copy of the definition as well as a copy of the draft of chapter 2 including the new definition. Is there anything else that you would need from me to get this reviewed?

Thank you,

Tori Walker  
Randolph Township Zoning Inspector

**PORTAGE COUNTY REGIONAL PLANNING COMMISSION  
WORK PROGRAM REPORT  
October 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 4<sup>th</sup>.

**C. INFORMATION SYSTEMS**

**1. Database Acquisition and Updates**

**2. Web Site**

Check out the website at [www.pcrpc.org](http://www.pcrpc.org).

## **D. PLANNING ADMINISTRATION**

### **1. Subdivision Regulation Administration**

#### **a. Subdivisions of Land (Submitted)**

Preliminary Plan	1 Application	77 Lots
Plats	0 Applications	0 Lots
Replats	1 Application	1 Lot
Exceptional Replats	1 Application	0 Lots
Variance	1 Application	
Minor Subdivisions	1 Application	3 Lots

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

5+Acre Lots Divisions	1 Application	1 Lot
Transfers to Adj Prop	<u>5 Applications</u>	<u>5 Transfers</u>
<b>Total</b>	<b>11 Applications</b>	<b>82 Lots Created</b>

### **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  
They are considering an income survey to be able to apply for a Neighborhood or Downtown Revitalization funds.
- 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 October and November RPC Board meetings.
- Shalersville Township  
Helped with map updates and other data gathering for their records.
- City of Streetsboro  
RPC staff held a MPRC meeting on September 13th and 20th for the update to their Master Plan. The next meeting will be held in November with their Planning Commission November 13th.
- Suffield Township  
Staff attended their October 10<sup>th</sup> Planning Commission meeting, related to their land use plan. The next meeting is October 9th.
- 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 August 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 to discuss a potential project 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 last meeting was held on January 25<sup>th</sup>. 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 7<sup>th</sup> at Reed Memorial Library.



**12. 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.

**13. Ravenna City Land Use Plan**

- We are currently finalizing the land use plan. We held a community meeting on February 22<sup>nd</sup> 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 October or November.

**14. 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 play 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.

**15. 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 more accurately 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 18<sup>th</sup>. The car show is August 29<sup>th</sup>, Runway Fest is August 31<sup>st</sup> and September 1<sup>st</sup>, the Dinner is September 6<sup>th</sup>, and Volunteer day is September 13<sup>th</sup>. 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 <sup>rd</sup> Submittal	\$500,000	\$30,000 administration
<b>Grant Title</b>	<b>Due Date</b>	<b>Current Grant Being Considered</b>	<b>Amount</b>	
FEMA: State Homeland Security Program Grants (HSGP)	Full application due date June 20, 2018 Pre-application Due May 11, 2018;	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 27, 2018	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 27, 2018	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, 2018	As part of the Ohio Historical Connection, this program offers support for markers.	\$750	
Ohio Environmental Education Fund General Grant Program	LOI- Due July 9 Application Due-July 16, 2018	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: <ul style="list-style-type: none"> <li>•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;</li> <li>•projects that demonstrate and encourage the use of innovative storm water management practices;</li> <li>•projects that demonstrate and encourage the reduction of air emissions, including, but not limited to, promotion of alternative modes of transportation;</li> <li>•projects that encourage and explain the importance of habitat restoration efforts to increase biodiversity and improve air and water quality; and</li> <li>•projects that encourage pre-school through university students to explore careers in the environmental sciences and environmental engineering.</li> </ul>	Up to \$50,000  Mini-grants are for \$500-5,000	

Ohio Humanities: General Grant	July 13, 2018	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 program 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	
<b>Grant Title</b>	<b>Due Date</b>	<b>Ongoing Grant Opportunities</b>	<b>Amount</b>	
Ohio Humanities: Tourism Planning Grant and Media Planning	1 <sup>st</sup> 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; implementation 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 2018	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 2018	For community projects throughout Portage County. Looking at grant for Main Street Ravenna	\$2000	
Water Pollution Control Loan Fund (WPCLF)	Need to reapply August 2018	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 2018	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 2018	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 2018	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 2018	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 2018	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 2018	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 2018	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, 2018	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. 2018	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 2018	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 2018	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 2018	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 2018	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 1, 2018			
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 Liter 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 Liter 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"> <li>▪ SHPO Pre-App Request Deadline: February 1, 2018</li> <li>▪ Intent to Apply and SHPO Pre-Application Meeting Deadline: Feb. 15, 2018</li> </ul>	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, 2018	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, 2018	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, 2018	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, 2018	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, 2018	<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, 2018	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 <sup>th</sup> years.	
FEMA SAFER grants	Opens March 26, 2018  Due: April 27, 2018	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 16, 2018	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 5, 2018	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 15, 2018  Proposal due June 15, 2018	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, 2018	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, 2018	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, 2018	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	2018 funding year due date is March 30, 2018.  Next meeting May 10, 2018	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 <a href="#">Ohio Water Development Authority</a> .***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 2018 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 9, 2018	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 2019 Traffic Safety Grant Proposals due May 21, 2018.	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 6, 2018	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 7, 2018	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**  
**November, 2018**  
**Work Through October, 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 – 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 - \$37,500.00**

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.

**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.

*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.*

**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.

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

**2018 CDBG CRITICAL INFRASTRUCTURE GRANT (RAVENNA CITY) - \$500,000 – Application Due by November 16, 2018**

*Because the application has been submitted twice and not funded an in-person technical assistance meeting with its Community Development Representative is required prior to resubmission. An in-person technical assistance meeting has been scheduled for November 7, 2018.*

The activities proposed are as follows:

**Flood and Drainage Facilities - \$68,400 (CDBG)**

It is anticipated that 1,750 linear feet of concrete curb will be replaced, 6 catch basin installed and 3 manholes 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 - \$13,300 (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 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.

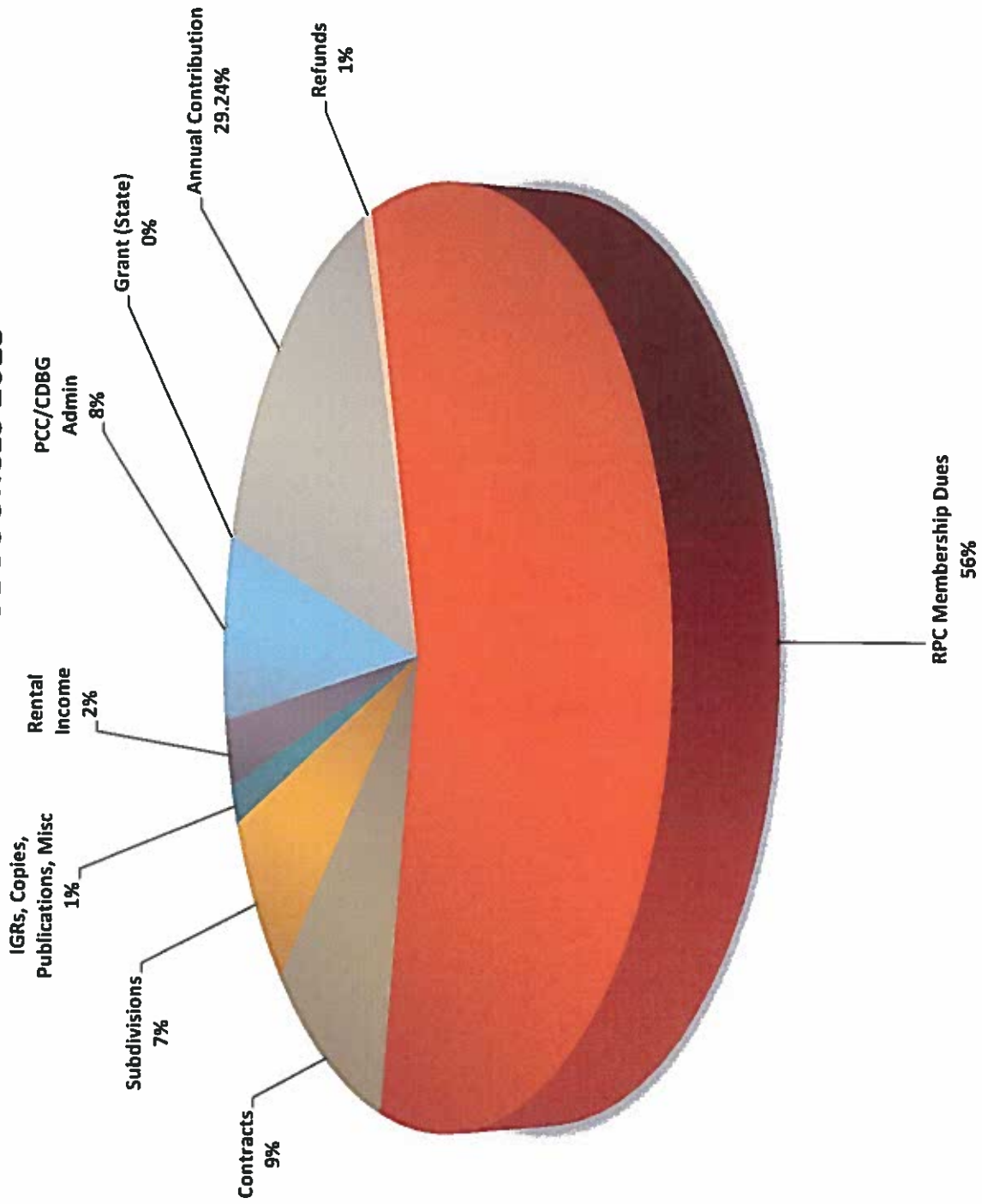
**PORTAGE COUNTY RPC**  
**FINANCIAL STATEMENT**  
**October 31, 2018**

	Month to Date		Year to Date	
Beginning Cash Balance	\$ 72,874.01	<-- Oct 1st-->	\$ 34,861.79	<-- Jan. 1st
Total All Receipts	\$ 10,189.35		\$ 341,786.89	
Total All Expenditures	\$ 26,859.68		\$ 320,445.00	
Ending Cash Balance	\$ 56,203.68	<--Oct 31st -->	\$ 56,203.68	

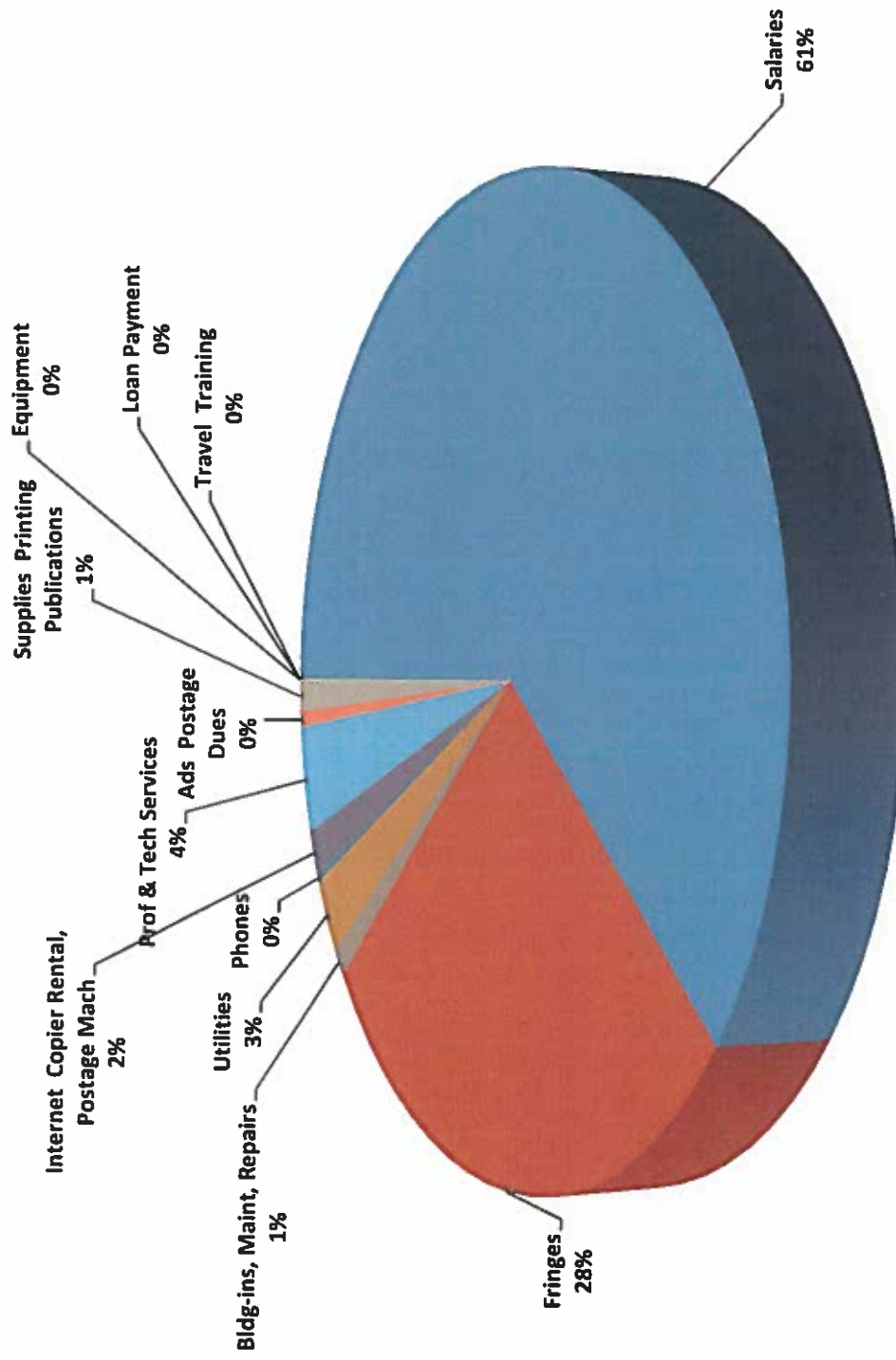
REVENUES	Budget	M-T-D	Y-T-D	Accts Recvble	Balance	% recvd
RPC Membership Dues	230,775.00	-	191,861.82	1,494.31	38,913.18	83%
Subdivisions	11,000.00	6,505.00	22,975.00	-	(11,975.00)	209%
IGR's	100.00	-	-	-	100.00	0%
Copies/Misc.(community over hrs)	1,000.00	286.79	5,034.80	13.00	(4,034.80)	503%
Publications	-	-	-	-	-	0%
Grant (State)	-	-	-	-	-	0%
Rental Income	20,400.00	200.00	8,775.00	200.00	11,625.00	43%
Contracts	28,000.00	451.55	31,448.34	4,723.92	(3,448.34)	112%
Contract Portage County	37,500.00	2,480.73	24,428.88	3,331.31	13,071.12	65%
Annual Contribution	70,000.00	-	55,000.00	-	15,000.00	79%
Refund/Reimbursement	2,000.00	265.28	2,263.05	132.01	(263.05)	113%
Donation	-	-	-	-	-	
<b>TOTAL REVENUE</b>	<b>400,775.00</b>	<b>10,189.35</b>	<b>341,786.89</b>	<b>9,894.55</b>	<b>58,988.11</b>	<b>85%</b>
January 1, 2018 Unencumbered						
Cash Balance	34,861.79					
<b>TOTAL CERTIFICATE OF RESOURCES</b>	<b>435,636.79</b>					

EXPENDITURES	Budget	M-T-D	Y-T-D	Encumbered	Balance	% expend
3 Salaries	244,840.00	15,904.02	194,598.39	-	50,241.61	79%
3 PERS	38,616.00	2,226.58	27,132.62	-	11,483.38	70%
3 Medicare	3,999.00	218.54	2,679.04	-	1,319.96	67%
3 Workers Comp	5,517.00	270.38	3,308.25	-	2,208.75	60%
3 Health Insurance	70,920.00	4,725.66	56,123.82	-	14,796.18	79%
4 Contract Services	2,364.00	146.66	1,747.57	-	616.43	74%
4 Travel/Training	1,300.00	15.73	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	758.78	8,609.41	2,431.09	309.50	97%
4 Advertising	300.00	-	29.10	70.90	200.00	33%
4 Telephone	1,500.00	181.94	914.18	-	585.82	61%
4 Postage	1,601.00	-	1,100.00	501.00	-	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	-	3,309.92	689.26	139.82	97%
4 Professional & Technical Services	5,089.00	300.00	1,800.00	-	3,289.00	35%
4 Audit Services	4,000.00	20.50	61.50	3,938.50	-	0%
4 Computer Services	1,900.00	1,029.99	1,889.25	-	10.75	99%
4 Legal Services	10,000.00	833.33	8,333.34	-	1,666.66	83%
4 Insurances (Bldg & Bonds)	-	-	-	-	-	0%
5 Supplies	3,500.00	38.16	1,892.73	510.87	1,096.40	69%
5 Photocopying/Printing	2,200.00	189.41	1,537.90	390.10	272.00	88%
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%
<b>TOTAL 2018 EXPENDITURES</b>	<b>435,637.00</b>	<b>26,859.68</b>	<b>320,445.00</b>	<b>8,890.72</b>	<b>106,301.28</b>	<b>76%</b>
2017 Carryover Encumbrances	-	-	-	-	-	0%
Total 2017 Encumbrances	-	-	-	-	-	
<b>GRAND TOTAL</b>	<b>435,637.00</b>	<b>26,859.68</b>	<b>320,445.00</b>	<b>8,890.72</b>	<b>106,301.28</b>	

# PCRPC REVENUE SOURCES 2018



## EXPENDITURES 2018



**CDBG FUNDS**  
10/31/18

FUND	BEGINNING CASH BALANCE	RECEIPTS	EXPENDITURES	ENDING CASH BALANCE
Formula 2016 Grant (BF-16)	6,542.69	-	498.24	6,044.45
Formula 2018 Grant (BF-18)	-	-	-	-
<b>TOTAL</b>	<b>6,542.69</b>	<b>-</b>	<b>498.24</b>	<b>6,044.45</b>

10/31/18



# 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	\$ 223.24	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	\$ -
(02-1) General Administration	\$ 55,000.00	\$ 275.00	\$ 54,244.91	\$ 755.09	\$ -	\$ 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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 310,000.00</b>	<b>\$ 498.24</b>	<b>\$ 282,255.55</b>	<b>\$ 27,744.45</b>	<b>\$ -</b>	<b>\$ 288,300.00</b>	<b>\$ 21,700.00</b>

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	\$ -	\$ -	\$ 10,000.00
07) Administration	\$ 87,200.00	\$ -	\$ -	\$ 87,200.00	\$ -	\$ -	\$ 87,200.00
<b>TOTALS</b>	<b>\$ 486,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 486,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 486,000.00</b>

01)  
02)  
03)  
04)  
05)  
06)  
07)

**BF 18**

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

**LGIP Fund 8520**  
**10/31/18**

<b>FUND</b>	<b>BEGINNING CASH BALANCE</b>	<b>RECEIPTS</b>	<b>EXPENDITURES</b>	<b>ENDING CASH BALANCE</b>
LGIP Parks & Rec/Plan	5,156.53	-	7.70	5,148.83
				-
<b>TOTAL</b>	<b>5,156.53</b>	<b>-</b>	<b>7.70</b>	<b>5,148.83</b>

<b>Activity</b>	<b>Budget</b>	<b>M-T-D Expenditures</b>	<b>Accum Exp</b>	<b>Left to Spend in Grant</b>	<b>M-T-D Draws</b>	<b>Accum Draws</b>	<b>Left to Draw in Grant</b>
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	\$ 7.70	\$ 351.17	\$ 148.83	\$ -	\$ 500.00	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -		\$ -	\$ -	
<b>Totals</b>	<b>\$ 50,000.00</b>	<b>\$ 7.70</b>	<b>\$ 44,851.17</b>	<b>\$ 5,148.83</b>	<b>\$ -</b>	<b>\$ 50,000.00</b>	<b>\$ -</b>

SBIG  
20160609

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

**LGIP Fund 1266**  
10/31/18

FUND	BEGINNING CASH BALANCE	RECEIPTS	EXPENDITURES	ENDING CASH BALANCE
LGIP Marketing/Branding	3,411.01	-	2,257.49	1,153.52
<b>TOTAL</b>	<b>3,411.01</b>	<b>-</b>	<b>2,257.49</b>	<b>1,153.52</b>

SBIG  
20170346

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	\$ 2,240.45	\$ 12,678.29	\$ 9,821.71	\$ -	\$ 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	\$ 17.04	\$ 68.19	\$ 2,431.81	\$ -	\$ 70.00	\$ 2,430.00
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 50,000.00</b>	<b>\$ 2,257.49</b>	<b>\$ 18,346.48</b>	<b>\$ 31,653.52</b>	<b>\$ -</b>	<b>\$ 19,500.00</b>	<b>\$ 30,500.00</b>

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

## RESOLUTION

No. 18-13

**RE: AUTHORIZATION TO ENTER INTO AN AGREEMENT  
WITH THE PORTAGE COUNTY PROSECUTOR'S OFFICE  
FOR LEGAL SERVICES.**

It was moved by \_\_\_\_\_, seconded by  
\_\_\_\_\_ that the following resolution be adopted:

WHEREAS: The Portage County Regional Planning Commission is in need of legal services, and

WHEREAS: The Portage County Regional Planning Commission authorizes to enter into a Fee Agreement with the Portage County Prosecutor's Office to provide said services beginning January 1, 2019 and ending December 31, 2019 for a fee not to exceed \$10,000; NOW THEREFORE BE IT

RESOLVED: The Portage County Regional Planning Commission does hereby approve entering into a Fee Agreement with the Portage County Prosecutor's Office for an amount not to exceed \$10,000.

UPON CALL FOR VOTE BY CHAIRMAN, 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 November 14, 2018.

\_\_\_\_\_  
Jim DiPaola, Chairman

\_\_\_\_\_  
Todd Peetz, AICP, Secretary

## RESOLUTION

No. 18-14

### **AUTHORIZE REGIONAL PLANNING COMMISSION STAFF TO UTILIZE CURRENT PORTAGE COUNTY BOARD OF COMMISSIONERS PERSONNEL POLICIES FOR BEREAVEMENT AND VACATION, EFFECTIVE NOVEMBER 1, 2018**

It was moved by \_\_\_\_\_, seconded by \_\_\_\_\_ that the following resolution be adopted:

- WHEREAS, the Regional Planning Commission Policies were last updated July 10, 1992 and need to be urgently addressed to be similar to and or consistent with the Portage County Board of County Commissioners (PCBCC); and
- WHEREAS, that the Portage County Regional Planning Commission is specifically not current with bereavement and vacation standards along with other personnel standards commonly found in the labor industry;
- WHEREAS, this action facilitates a newer employee to attend funerals for her family members and provides the opportunity to utilize sick and vacation time consistent with the PCBCC personnel policies, with the intent to adopt in whole or in part those policies in the near future; NOW THEREFORE BE IT;
- RESOLVED: That the Portage County Regional Planning Commission Executive Committee authorizes using the bereavement and vacation policies as found in the PCBCC personnel policies.

Upon call of the roll, vote was as follows:

YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ ABSTENTIONS \_\_\_\_\_

I, Secretary of the Portage County 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 November 14, 2018.

\_\_\_\_\_  
Jim DiPaola, Chairman

\_\_\_\_\_  
Todd Peetz, Secretary