

Geauga County Planning Commission

12611 Ravenwood Dr. • Suite #380 • Chardon, OH 44024
Phone: (440) 279-1740 • Email: Planning@co.geauga.oh.us
<https://bocc.geauga.oh.gov/departments/planning-commission>

GEAUGA COUNTY PLANNING COMMISSION AGENDA

February 11, 2025 REGULAR MEETING

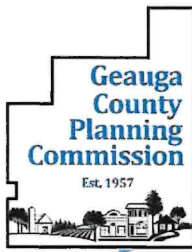
12611 Ravenwood Drive

Conference Room A334, 3rd Floor

7:30 A.M.

1. Pledge of Allegiance
2. Roll Call
3. Approval of Minutes:
 - A. January 14, 2025 Regular Meeting Minutes
4. Approval of Agenda/Addendum:
5. Financial Report and Approval of Expenses:
6. Other Business:
 - A. 2024 Year End Report
7. Major Subdivisions to be reviewed: None
8. Township Zoning Amendments to be Reviewed:
 - A. Chester Township
Text Amendment ZC -2025-1
Initiated January 23, 2025
By Zoning Commission
 - B. Claridon Township
Text Amendment Z2025-1
Initiated January 27, 2025
By Zoning Commission
9. Director's Report:
10. Correspondence: None
11. Old Business: None
12. New Business:
 - A. Farmland Preservation Plan Update
13. Adjournment

Per Article 4, Section 2 of the Bylaws of the Geauga County Planning Commission,
this agenda is subject to modification.



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FEBRUARY 11, 2025 MEETING MINUTES

1. Pledge of Allegiance

Chairman Nick Gorris called the February 11, 2025 regular meeting of the Geauga County Planning Commission to order at 7:30 a.m. at 12611 Ravenwood Drive, Suite A334, Chardon, Ohio. A quorum was obtained. Roll call was called by Ms. Irizarry, and the following members were present:

2. Roll Call

Members present: Nick Gorris, Enzo Perfetto, Gary Neola, Commissioner Jim Dvorak, Matt Johnson, Dennis Bergansky, Jim McCaskey, and Phillip Miller. (Secretarial Note: Mr. Miller, new board member, name added).

Members absent: Commissioner Ralph Spidaleri, Commissioner Carolyn Brakey, and Caterina Cocca-Fulton

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

Guest: Chris Alusheff, Chester Township Zoning Inspector and Claridon Township Zoning Secretary

Mr. McCaskey arrived at 7:33 a.m.

Chairman Gorris said he would like to announce a new board member, Phillip Miller.

3. Approval of Minutes for the January 14, 2025 Regular Meeting

Commissioner Dvorak said he would make a motion to approve the minutes as presented, but Chairman Gorris said he would like to comment there were items that needed to be corrected. Under item #10, the Director's Report, 1st being that Ms. Crombie welcomed both the New County Commissioner and the new board member, 2nd, Mr. Neola's comment to Commissioner Dvorak about a potential violation of the Sunshine laws was not added, and. 3rd, under Executive Session, pay period #2, January 5, 2025, for the wage adjustments start date was not added. Ms. Irizarry noted the corrections will be made.

Chairman Gorris asked for a motion to approve the minutes for January 14, 2025. Ms. Irizarry said a motion was already made from Commissioner Dvorak, to which Commissioner Dvorak said he rescinded his motion.

Motion made by Mr. Neola to approve the January 14, 2025 regular meeting minutes as noted, and Mr. Bergansky seconded the motion, and upon a call for the vote, the motion passes.

4. Approval of Agenda/Addendum Items:

Mr. McCaskey made the motion to approve agenda as presented, and Bergansky seconded, and upon a call for the vote, the motion passes.

5. Financial Report and Approval of Expenses: (January)

Ms. Irizarry explained under “Expenditure” on the Financial Report a dollar amount is highlighted in red due to the transaction still pending and showing as “unposted”. She contacted the Auditor’s office and was told the transaction will be posted sometime next week. Ms. Irizarry also said the Expenses paid for the month of January were carryover balances from Fiscal Year 2024, and there are two (2) more bills to be paid out of the 2024 year.

Ms. Irizarry said she created a 2024 Year End Financial Analysis showing all the accounts and the percentages of each account used. She highlighted how some of the accounts, such as Salaries, Hospitalization, and Equipment were in the 90th percentile of being used, while the Training account, was only utilized at 3%. The reason being that Ms. Crombie and Ms. Irizarry were unable to go to planned trainings due to workload and scheduling issues. Mr. McCaskey asked what happens to the \$24,000.00 balance not used from 2024. Ms. Irizarry said it goes back to the General Fund.

Mr. Bergansky made a motion to approve the financial reports and the summary of expenses for January 2025, and Mr. Neola seconded, and upon a call for the vote, the motion passes.

6. Other Business:

A. 2024 Year End Report:

Ms. Crombie said she would like to highlight only the significant 2024 projects. First, there was the assistance with land use plan updates for Claridon, Thompson, and Burton Townships. Next, creating the Guide to Updating a Township Land Use Plan, housing inventory, the Mining Operations report, and Commercial construction. The number of construction projects for 2024 were fewer in number, but they were more significant.

Ms. Crombie presented a bar chart, created by Ms. Kobus showing the New Buildable lots by Township. Huntsburg was in the led for new buildable lots, while Chardon, Chester, and Russell did not have any activity. She also said HB 315, which is the township omnibus, that affects changes to the townships, such as funding to modernize and update zoning and comprehensive plans, alters township public notice requirements, changes how zoning citations are issued and enforced, will be effective April 2, 2025.

Chairman Gorris asked does this get posted to the website. Ms. Crombie said she must present to the board and the board has to acknowledge the report in order to be posted to the website.

Motion made by Mr. Bergansky to acknowledge the Year End Report, and to post to the website. Seconded by Commissioner Dvorak, and upon a call for the vote, the motion passes.

8. Township Zoning Amendments to be Reviewed:

A. Chester Township

Text Amendment ZC-2025-1

Initiated January 23, 2025

By Zoning Commission

Ms. Crombie said Chester Township submitted one (1) section of their Amendment impacting Article 12, which is Procedures of the Board of Zoning Appeals. The amendment modifies the reference from “conclusion of fact” to “findings of fact and conclusions of law”. The text presented in “red”, which reads “conclusions of fact” is straight from the County Model Zoning Resolution, while the application reads “findings of fact”. Neither phrase is found in Section 519.15, which states that only the BZA must decide the appeal within a reasonable amount of time after submitted. The reference to “findings of fact” and “conclusion of law” can be found in several other ORC sections. The 2020 Edition of Ohio Planning and Zoning Law states, “the revised Code is silent as to whether BZA’s actually have to specify the basis for decisions reached, while the Judicial rulings have established that at least the township BZAs are required to render findings of fact and conclusions of law.” Ms. Crombie said changes need to be made to the Model Zoning and that she and our APA can amend the Model Zoning and bring back to the board for review. From there, she can send any updates to the Model Zoning to all the Townships. Ms. Crombie recommends the board to approve and have the BZA check their rules and procedures if any language must be modified.

Motion made by Mr. Neola to approve Chester Township Text Amendment ZC-2025-1, and seconded by Mr. Bergansky, and upon a call for the vote, the motion passes.

**B. Claridon Township
Text Amendment Z2025-1
Initiated January 27, 2025
By Zoning Commission**

Ms. Crombie said Claridon Township submitted a large amendment impacting all 13 articles, which are General Provisions, Definitions, Zoning Districts, District Regulation, Parking, Signs, Conditional uses, Nonconforming buildings, structures, and uses; Administration, enforcement, amendments, Telecommunications towers, and Adult oriented businesses.

Definitions

Building or Structure Height: is defined as the vertical distance measured from the average finished grade level to the highest point of the building or structure. Ms. Crombie said will a zoning inspector be able to accurately determine the average finished grade, which means the elevation of the finished grade of the ground abutting or immediately adjacent to the corner of the exterior foundation of a building or structure.

She recommends adding language that the height is measured only at the principal front of the building. A 35 feet high house on a lot with a drop in grade, could be 45 feet high at the rear. This type of design should not be penalized, and although that may not be the intent, the language in the definition of finished grade level is specific.

There were various comments from board members about how to measure the grade level. Mr. Perfetto commented an engineer, or surveyor would have to locate all four (4) points to determine average grade and he knows communities do not actually require that. He said the top of block could be used or the entrance way of the garage as a benchmark for the grade, this is usually consistent. Mr. Neola said what if there is a detached garage, is it simpler to say the front of the house. Ms. Crombie said a zoning inspector will be provided a site plan and a set of house plans to review for compliance. The height is scaled or will already be dimensioned on the plans and that is how the height is

determined to comply or not. Chairman Gorris said he feels this needs further discussion and he recommends Ms. Crombie hold off on submitting her recommendations on this.

Small Wind Farm: Ms. Crombie said Small Wind Farm is defined, but it is not referenced elsewhere in the zoning resolution. She recommends the Township decide if it is a permitted use or a prohibited use, add a definition of small solar facility and decide if it is a permitted use or a prohibited use, and updating the reference from ORC 519.213(A) to ORC 519.213(A) (1), per the modification with HB 501.

Manufactured Home: Ms. Crombie recommends correcting the reference. It is ORC 4781.01 (C), not "D". The existing reference to ORC 3781.06(C)(4) is not incorrect, but referring to Title 47 is directly related to manufactured homes.

Mobile Home: Ms. Crombie recommends correcting reference to ORC 4501.01(O), not 4501.0.

Technically feasible stormwater: Ms. Crombie said technically feasible stormwater regulations are the responsibility of the Geauga Soil and Water Conservation District (GSWCD). A zoning resolution could reference stormwater design, but the requirements listed require an actual stormwater plan be submitted to the zoning inspector along with a letter of compliance from GSWCD. Enforcement of stormwater regulations falls upon GSWCD; requiring an applicant to submit a letter of approval from GSWCD as required in item A(4) is appropriate. Ms. Crombie recommends this section be reevaluated as to what the Zoning Inspector is allowed to enforce.

401.03 Permitted Accessory Buildings, Structures and Uses:

A (1): Wind system devices or wind turbines. Ms. Crombie said the definition says, "wind turbine tower"; she recommends changing it for consistency and review of entire resolution for any other references.

A (4): Private garages: Ms. Crombie recommends adding definition of Private garages under the Definitions section. This is not the only reference in the resolution.

A (7)(f): A storage building shall not be located "directly" in front of any principal building of a lot. Ms. Crombie said the use of "directly" is too specific and other sections that contain this language do not reference this term. She recommends "directly" be removed.

A (16)(a)(5): Accessory building containing a home occupation shall have a "setback" a minimum of 100 feet. Ms. Crombie said this should be "set back" as this is a verb. She recommends checking for grammar.

A(16)(a)(8): Home occupations: Ms. Crombie recommends the Township check with their APA regarding the hours of operation. Mr. McCaskey said you can't regulate this.

A (17)(a): Electric Vehicle Supply Equipment (EVSE) spaces: Ms. Crombie recommends this be revised to state ten (10) feet in width and twenty (20) feet in length.

A (17)(d): Electric Vehicle Supply Equipment protection by permanent concrete filled bollards: proposed language states EVSE shall be protected by permanent concrete filled bollards four (4) feet in height or concrete curbing twelve (12) inches in height. Ms. Crombie said while safety is a major concern, a 12 (twelve) inch curb is not realistic in typical construction standards, she recommends Township to revise.

Mr. Perfetto asked what the state level building code is and would this be applicable. Chairman Gorris said a 12-inch curb is too high.

A (19): Accessory Dwelling Units (ADU) regulations: Ms. Crombie said there needs to be a definition of "Accessory Dwelling Unit" added to the definition section, since there is not one listed. She said an ADU in the housing industry means a fully equipped small apartment with a kitchen, bathroom, living room, and bedroom usually connected to the house. She understands taking care of an aging or sick relative in the home is preferred, but to enforce the definitions of "dwelling", "single family dwelling unit", and "dwelling unit", is more straightforward. With no definition, what will constitute an ADU? Mr. Neola said it could be zoned as single family, but it could be more than single family.

Mr. Perfetto said this is a discussion for a separate meeting, per the Ohio Home Builders, ADU's are an option and, we need to be prepared for the challenges and how to address housing crisis. Mr. Neola asked what housing crisis is there in Geauga County, maybe Cuyahoga County. Chairman Gorris said this is a hot topic.

401.10 Permitted Buildings, Structures, and Uses in Required Yards:

A (17) Utility Sheds Setback Requirements: Ms. Crombie recommends that only "utility sheds" and their required setbacks be listed here, and the rest of the language be relocated to the definition section.

401.16 Maximum Lot Coverage:

A. Maximum Lot Coverage: Ms. Crombie said a 40% lot coverage is high for a residential district, she recommends being 20-25 percent, but it could be less. Mr. Neola said to apply this percentage to large acre lots would allow significant coverage. Ms. Crombie said coming close to 40 percent is more applicable and likely for smaller lots, such as one acre but it is still very lenient. Mr. McCaskey said coverage also depends on the expanse of the driveway too.

402.00 Commercial District:

Ms. Crombie recommend "Commercial District" be changed to "General Commercial District" to match language in section 301.00(A)(2) and the rest of the resolution be checked for consistency.

402.14 Exterior Storage Areas:

A. Exterior Storage of materials, machinery, or vehicles in connection with the principal building, structure or use: Ms. Crombie recommends a grammatical change by moving the number to right after the word "fifty" and remove the feet symbol.

403.01 Permitted Principal Buildings, Structures, and Uses:

C (12): Trucking and transportation logistics: Ms. Crombie recommends adding a definition of what this use is or an additional description.

403.05 Required Yards:

C (2): Side or Rear Yard abutting an R-1 District: Ms. Crombie said this was not submitted as a proposed change, but she reviewed and recommends rewording "Evergreens shall be spaced ten (10) feet "off center" upon planting, to "on center". Ms. Crombie said also specifying ten feet spacing between plantings when the species is not known is not appropriate and recommends this section be re-written. Mr. McCaskey expresses his frustration that townships require landscaping, but many do not allow landscaping businesses.

404.00 Institutional District:

404.01 Permitted Buildings, Structures, and Uses:

Ms. Crombie recommends that since the existing county youth home is not listed under the Institutional District, she recommends the township consider adding it as a permitted or conditional use.

500.00 General Requirements for Parking and Loading/Unloading for all Zoning Districts:

J (1): Entrances and exits to a parking lot: Driveways and aisles for one-way and two-way traffic: The proposed language reads one-way traffic shall have a minimum width of twelve (12) feet and for two-way traffic a minimum width of 22 feet. Ms. Crombie said twelve (12) feet is too narrow for one-way non-residential traffic and recommends the minimum width be changed to sixteen (16) feet or as high as 20 feet, and for two-way traffic change the minimum width from 22 feet to 24 feet. Mr. McCaskey said the minimum width could be 24 or 30 feet, but he is ok with the 12 feet and 24 feet; the Township wants to specify these as the minimums. Road lanes are twelve feet wide, so it makes sense. Ms. Crombie noted that a road lane is not the same as turning into a property. Mr. Perfetto commented if the Fire Department would be the one to determine this. Chairman Gorris said twelve feet is the width of the driveway, not including the apron. It depends on the vehicles coming in and out, a semi-truck would not make it. The minimum width is key here. Mr. Neola said to definitely use the 24 feet minimum width for two-way, but ultimately let the township figure out.

Chris Alusheff said this has been a spirit of debate with the township about driveway width. Is it right or wrong. He also said looking at the landscape standards, the township Zoning Inspector has been measuring the widths between trees a lot. The Commission recommends verifying the proposed driveway widths and confirm minimum width based on needs.

L. Off street parking spaces setback minimum for Landscaping Standards: Proposed language reads “a fully landscaped strip”, not less than ten (10) feet in width, consisting of grass, shrubs, or trees shall be located between the road right of way and off-street parking spaces. Ms. Crombie said the word “fully” is open to interpretation and she recommends not to use it. Per ORC 519.02 allows townships to establish reasonable landscaping standards. She recommends the township create minimum landscaping standards and follow them. Chairman Gorris said the township needs to confirm consistency in their lingo.

M. Parking lot and loading/unloading area located in or adjacent to a residential district:

Language proposed reads parking lot loading/unloading area in or adjacent to a residential district, shall be “effectively” screened on all sides that adjoin or face any property used for residential purposes, by a wall, fence, or planting screen.

Ms. Crombie said the word “effectively” is open to interpretation. Also, she recommends the township review their language for consistency and consider a percentage screening minimum to use. In regard to the planting screen height of no less than four (4) feet and no more than six (6) feet in height, she recommends the township revise this sentence as a wall or fence should be limited to a maximum height, but landscaping should not.

502.00 Parking and Loading/Unloading Spaces:

F (1)(f): Uses and Required Spaces: Retail Services Uses: Service Garages: Ms. Crombie said there is only one reference to “Service Garages” in zoning resolution, it should read as “service station”. She recommends township to review and revise language.

503.00 Driveways:

A. Driveway in Residential District: General Requirements: Ms. Crombie said this section states the minimum residential driveway width is ten (10) feet unless specified and Section 500.00 J is then referenced. Ms. Crombie recommends removing reference to 500.00 J as this may cause confusion because “unless” means that section will apply.

B. Driveway in Commercial District: General Requirements: Ms. Crombie said if reference to 500.00 J is removed or modified in Residential District, this will need to be modified as well.

600.00 Sign Definitions:

A (3): Types of Signs: Language defines Business or professional signs and other signs are listed. Ms. Crombie recommends the Township refer to the Model Zoning Resolution and revise this section as these types of signs is regulating content.

612.00 Minimum Yard Requirements:

A. Ground Signs Setbacks: Language states ground signs shall have a minimum setback of forty (40) feet from the street center line or side lot line on a corner lot. The language referencing a sign’s setback be measured from the road right of way is deleted, but this method is the standard and correct way to measure the setback, not from the street center line. If the setback is measured from the street centerline, it will be inconsistent and in some cases the sign will be in the right of way when a larger right of way exists. Mr. Perfetto said there are pins set up in the road to measure the center line. It requires the Engineer’s Office. Chairman Gorris said measuring from the right of way is proper.

Ms. Crombie recommends keeping the original language regarding the setback from the right of way line. She also recommends the last sentence be worded as five (5) feet unless adjacent to a residential district; in which case the required side and rear yard setbacks shall be twenty (20) feet” or something similar.

614.00 Electronic Message Signs:

A. Ms. Crombie said Section 608(A)(2) allows for each non-residential property to have one (1) ground sign with a maximum area of 25 square feet and six (6) feet in height. This new Section 614.00 allows for one (1) electronic sign with a maximum area of 16 square feet and ten (10) feet in height. Each section states one (1) sign is permitted, which would allow for two (2) ground signs on a lot. This should not be allowed. A ground sign could have both permanent messaging and an electronic sign face. The way this section is worded tends to not allow this type of design. A business owner should not have to decide between a ground sign and an electronic messaging sign because they can be one in the same. Ms. Crombie recommends the Township reconsider this and refer to the Model Zoning. She also recommends changing the reference of “Commercial” to “General Commercial”.

C. Language proposed states the minimum front yard setback and minimum side yard setback on a corner lot shall be forty (40) feet from the centerline of the road right of way. This is an inconsistent method of measurement as compared to the language in Section 612. Ms. Crombie recommends the sign setback be measured from the right of way line, not the centerline of the right of way.

D. Language proposed states the minimum side and rear yard setbacks shall be five (5) feet unless the sign is adjacent to a residential zoning district. The minimum side and rear yard setbacks if adjacent to a

residential zoning district shall be twenty (20) feet. Ms. Crombie recommends the same comments as in section 612.00.

F. Language proposed states the static electronic message shall be displayed for a minimum of one (1) minute. Ms. Crombie said to refer to other communities as a reference. One (1) minute is too long.

700.00 Conditional Zoning Certificate Required:

701.00 Contents of Application for a Conditional Zoning Certificate:

C. The list of items to include in the application are being removed. Ms. Crombie recommends the application form be reviewed by the Township's APA and contain a date and any subsequent versions be dated to be certain which application was effective when a proposal is submitted.

707.00 Revocation of Conditional Zoning Certificate:

A. Ms. Crombie said the language proposed reads that a conditional zoning certificate shall be revoked by the Zoning Inspector and another section says intent to revoke. Ms. Crombie said the Zoning Inspector having the authority to revoke the conditional use is going too far as the business would be operating without a zoning permit. The Zoning Inspector will find the violation or issues and has the responsibility of informing the owner of the issue, violation etc. and their right to appeal the decision with the BZA. This is no different than any other zoning certificate issued. Revoking means that the certificate is null and void. Chairman Gorris said if the Zoning Inspector finds a violation, the ZI then sends a letter to the owner to notify the owner of the violation, and a copy of that letter is sent to the BZA. Ms. Crombie said the BZA has the final word, not the Zoning Inspector, it can go through the appeal process claiming zoning inspector error. Ms. Crombie said the Prosecutor's Office recommends the reference to the Board of Zoning Appeals remain.

708.00 Procedure for Revocation of Conditional Zoning Certificate:

A. Ms. Crombie recommends the same comments in 707.00 apply here.

Article 9 Administaton:

902.04 Procedures of Board of Zoning Appeals:

D. Completed Notices of Appeal shall be filed with the township zoning inspector and the BZA. Ms. Crombie recommends the same comments as in 701.00 (C).

H (2): Decisions of the board of zoning appeals shall be in accordance with: Language states a decision of the board and the adoption of conclusions of fact shall be made at a public meeting of the board. The decision and conclusions of fact shall be in writing and signed at a public meeting of the board no later than forty-five (45) days from the date of the last public hearing. Ms. Crombie recommends this language be looked at by the Township's APA and reworded. A BZA is to prepare a "findings of fact" which are the facts related to the case and render a decision (conclusion of law). The "conclusions of fact" language is straight from the Model Zoning and will be researched by the Prosecutor's Office.

902.05 Supplementary Conditions on Variances:

A. Ms. Crombie recommends modifying this section using language from the Model Zoning Section 1002.5.

Article 10 Enforcement:

1000.00 Zoning Certificate or Statement of Exemption for Agricultural Use Required:

B. Language reads "A Statement of Exemption for Agricultural Use "should" be completed by the applicant for agricultural uses". Ms. Crombie said there is an inconsistency in the use of the word "should" in B and the word "shall" in A right above. She recommends this be corrected to have consistency in wording.

1001.00 Contents of Application for a Zoning Certificate:

C. Ms. Crombie recommends the same comments as in 701.00 (C).

Article 11 Amendments:

1101.00 Contents of Application for a Zoning Amendment:

A. Ms. Crombie recommends the same comments as in 701.00 (C).

Article 12 Telecommunications Towers:

1200.00 Purpose:

A. After Item #6: Ms. Crombie recommends another line item be added regarding telecommunication towers, per ORC 519.211, township zoning applies to towers proposed in residentially zoned areas only and other zoning districts are not subject to zoning.

1201.00 Permitted Uses:

D. Language reads "A wireless telecommunications tower and appurtenant facilities may be permitted in General commercial, Restricted Industrial Zoning districts. Ms. Crombie recommends the removal of item "D" and refer to comment in 1200.00 (A).

1203.00 Prohibited Areas:

A. Language reads "Except as noted in Sections 1201.00 and 1202.00, wireless telecommunications towers and facilities are prohibited in the "OCF" District, and no zoning certificate shall be issued therefore. Ms. Crombie recommends the Township check with their APA on this, regarding comments in 1200.00A and 1201.00.

Ms. Crombie said Claridon Township wanted to have the updates be completed as they have worked on this a while. Chairman Gorris asked what the staff recommendation is, and Ms. Crombie said approval with modifications.

Chris Alusheff asked what is the next step for Claridon Township, do we open a public hearing and include all the recommendations? Ms. Crombie said she would get the list of recommendations to him by the end of the week.

Motion made by Mr. Neola to recommend approval with modifications, Claridon Township Text Amendment Z-2025-1, and seconded by Mr. McCaskey, and upon a call for the vote, the motion passes.

9. Director's Report:

1. New County Commissioner and Planning Commission Member Appointments: Ms. Crombie said this was already mentioned at the beginning of the meeting but welcomed Mr. Phillip Miller.

2. New Building Lots: Ms. Crombie said January had two (2) new building lot proposals submitted, one (1) for Burton, and one (1) for Middlefield.

3. Land Use plan updates, charging for mileage and printing costs: Ms. Crombie said she the townships staff that has been assisting to update their land use plans have been notified that they would be receiving a bill to cover the cost of mileage, printing, and other miscellaneous items.

4. Claridon Township Land Use Plan: Ms. Crombie said some work was performed in January 2025. The staff time involved with assistance is at 338 hours.

5. Thompson Township Land Use Plan: The township land use committee met on January 27, 2025, to review the final public forum materials. The public forum was held on February 6, 2025, but due to the ice storm that day, there was a small turnout. Chairman Gorris said he attended the public forum, and it was nice to see staff in action. The staff time involved with assistance has now totaled 90 hours.

6. Burton Township Land Use Plan: The township land use committee has been meeting and working largely on their own. Staff has only assisted with the survey preparation with Survey 123, a total of 9.4 hours.

7. Day after Thanksgiving: Ms. Crombie said as of February 3, 2025, the Board of County Commissioners has not acted on granting their employees the day after Thanksgiving as a paid day off. She will update the board when she knows more.

8. Commercial Construction Activity, January 2025: Ms. Crombie said there were three (3) significant permits issued for commercial construction projects in January. In Chester Township, on Mayfield Road, a warehouse and offices, for New Vista Real Estate LLC., in Newbury Township, on Bass Lake Road, a wireless telecommunications tower, for Sarah Burlingame, and in Burton Township on Rapids Road, a township garage, for Burton Township Trustees.

9. Monthly meeting with Interim County Administrator: Ms. Crombie said she will meet once a month with Interim County Administrator to stay informed.

10. Leadership Geauga: Ms. Crombie said she attended Leadership Geauga two (2) times in January. January 10, 2025, was Health and Safety Day. They visited Camp Ho Mita Koda, Geauga County Sheriff's Office (K-9 Demonstration), County Department of Emergency Services, Newbury Fire Department, Mapleleaf Community Residences, Chardon Integrated Wellness and Ubuntu Wellness.

January 31, 2025, was Government Day. There was a presentation from Ohio Means Jobs and the Geauga Park District; they visited the County Engineer, Court of Appeals, Court of Common Pleas, and Commissioner Jim Dvorak gave a tour of the courthouse addition.

11. Work Summary, January 2025: Ms. Crombie said in January there were 25 lot splits/subdivisions/easements/amendments as compared to December, which had 34. The staff referred to the General Plan one (1) time in January related to Natural Resources. Ms. Kobus attended the County's GIS User Group meeting to stay updated on various mapping projects.

12. New Business:

A. Farmland Preservation Plan Update:

Ms. Crombie said this is a big project for staff in 2025. She sent a link to all the board members of the existing Farmland Preservation Plan, which has not been updated since 2008. The Agricultural Census

data was released, and it shows that big farms are slowing down/becoming smaller and locally three are instances of farmers selling off their machinery and cattle.

Ms. Crombie is asking the board between now and the March 11, 2025 Planning Commission meeting, review the plan, and send any questions, comments, or suggestions to her. These will be discussed at the next meeting.

The next step, is to establish a task force to research agricultural related matters, provide insight and suggestions. Ms. Crombie presented a list of potential agencies, resources or groups that could be involved, such as local farmers, Geauga County Farm Bureau, Geauga County Fair Board, Geauga Soil and Water Conservation District, and any other agencies can apply. Mr. McCaskey said shouldn't this be open to anyone in Geauga County. Commissioner Dvorak said part of the plan is to define what agriculture is.

Ms. Crombie put together a draft timeline of stages of the Farmland Preservation Plan update. In March and April, she would like the board to discuss the existing plan, review and approve letters to be sent to agencies to serve on the task force. She said she can prepare a draft letter inviting people to participate once the board agrees on who they want to have help from. By May or June, the goal is to have the task force established. Chairman Gorris asked if we could get this done in twelve (12) months. Ms. Crombie said she does not need to send out a survey, she can use statistical information and data. It still could take more than a year depending on how many task force meetings are needed. She would like to hold a public forum to educate people on the plan update as well.

Chairman Gorris said the board needs to do their homework and review the current Farmland Preservation Plan and get back to Ms. Crombie by next month's meeting.

13. Adjournment:

Motion by Commissioner Dvorak to adjourn the meeting, seconded by Mr. Bergansky and upon a call for the vote, the motion passes. Meeting adjourned at 8:55 a.m.



Nicholas Gorris, Chairman

Gary Neola/Secretary/Treasurer

COUNTY PLANNING COMMISSION FINANCIAL REPORT
Summary

Budget – Prepared February 4, 2025



<u>Account</u>	<u>Appropriation</u>	<u>Expenditure</u>	<u>Balance</u>
Salaries	\$177,354.00	\$12,816.00	\$164,538.00
Supplies	\$2,000.00	\$0.00	\$2,000.00
Hosp.	\$28,550.00	\$2,573.18	\$25,976.82
Medicare	\$2,480.00	\$182.09	\$2,297.91
OPERS	\$23,670.00	\$3,552.64	\$20,117.36
Worker's Comp.	\$100.00	\$0.00	\$100.00
Other Expenses	\$4,700.00	\$62.73	4,637.27
Equipment	\$0.00	\$0.00	\$0.00
Contracted Services	\$0.00	\$0.00	\$0.00
Covid -19 Expenses	\$0.00	\$0.00	\$0.00
Copier Usage Services	\$800.00	\$0.00	\$800.00
Travel	\$4,600.00	\$0.00	\$4,600.00
Advertising	\$325.00	\$0.00	\$325.00
Training	\$700.00	\$0.00	\$700.00
Member, Dues, Lic. Sub	\$2,300.00	\$0.00	\$2,300.00
Total	\$247,579.00	\$19,186.64	\$228,392.36

***Under Column “Expenditure” dollar amount in **red** indicates transaction still pending.**

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

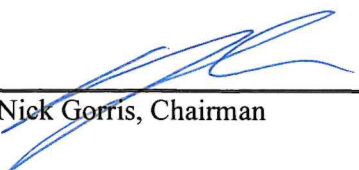
Mr. Begosty MOVED THE ADOPTION OF THE FOLLOWING RESOLUTION,
WHICH MOTION WAS SECONDED BY Mr. Neola.

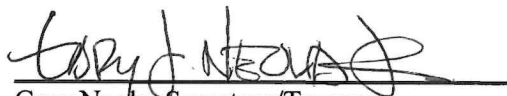
WHEREAS, THE EXPENSES LISTED HEREIN HAVE BEEN INCURRED BY THE GEAUGA COUNTY PLANNING COMMISSION IN ORDER FOR THE COMMISSION TO PERFORM ITS DUTIES; AND

WHEREAS, THESE EXPENSES HAVE BEEN REVIEWED BY THE MEMBERS OF THE COMMISSION AT ITS FEBRUARY 11, 2025 MEETING.

NOW THEREFORE, BE IT RESOLVED, THAT THE GEAUGA COUNTY PLANNING COMMISSION HEREBY AUTHORIZES PAYMENT OF THE FOLLOWING BILLS OR CLAIMS:

<u>P.O.</u>	<u>ACCOUNT</u>	<u>DATE</u>	<u>VENDOR</u>	<u>AMOUNT</u>
0306	COPIER USAGE	1/14	DEX IMAGING	\$27.07
			• 2024 CARRYOVER	
			○ 11/22/24 to 12/21/24	
0359	EQUIPMENT	1/14	SOS COMPUTERS, LLC	\$2,924.00
			• 2024 CARRYOVER	
			○ 2 Dell Latitude 3550, XCTO Laptops	
0344	SUBS, MEMB, LICENSE	1/14	SHI INTERNATIONAL CORP	\$113.61
			• 2024 CARRYOVER	
			○ Adobe Acrobat Pro	
			▪ Subscription Renewal split payment	
1521	OTHER	1/23	SHI INTERNATIONAL CORP	\$62.73
			• 2024 CARRYOVER	
			○ Adobe Acrobat Pro	
			▪ Subscription Renewal split payment	
0335	OTHER	1/14	LINDA CROMBIE	\$12.46
			• 2024 CARRYOVER	
			○ Mileage Reimbursement	
			▪ Thompson Township Land Use	
0338	TRAVEL	1/14	ALLYSON KOBUS	\$14.07
			• 2024 CARRYOVER	
			○ Mileage Reimbursement	
			▪ Thompson Township Land Use	
TOTAL				\$3,153.94


Nick Gorris, Chairman


Gary Neola, Secretary/Treasurer

<u>Planning Commission Revenues</u> <u>from Fees for Janaury 2025</u>	<u>Year to Date Balance:</u>
January	\$317.40
	Yearly Total: \$317.40