

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

March 11, 2025 REGULAR MEETING

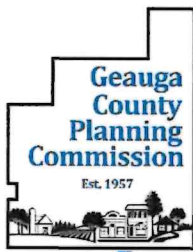
12611 Ravenwood Drive

Conference Room A334, 3rd Floor

7:30 A.M.

1. Pledge of Allegiance
2. Roll Call
3. Approval of Minutes:
 - A. February 11, 2025 Regular Meeting Minutes
4. Approval of Agenda/Addendum:
5. Financial Report and Approval of Expenses:
6. Other Business:
7. Major Subdivisions to be reviewed: None
8. Township Zoning Amendments to be Reviewed:
 - A. Bainbridge Township
Text Amendment Z-2025-1
Initiated February 25, 2025
By Zoning Commission
 - B. Chardon Township
Text Amendment 2025-1
Initiated February 24, 2025
By Zoning Commission
9. Director's Report:
10. Correspondence: None
11. Old Business:
 - A. Farmland Preservation Plan Update
12. New Business:
 - A. Executive Session (Compensation of Public Employees- Performance Evaluations)
 - B. 2026 Draft Budget
 - C. Intern Position
 - D. OTA Legislative Priorities
13. Adjournment

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



Geauga County Planning Commission

12611 Ravenwood Dr. Suite #380, Chardon, OH 44024

Phone: (440) 279-1740 Fax: (440) 285-7069

<https://bocc.geauga.oh.gov/departments/planning-commission>

MARCH 11, 2025 MEETING MINUTES

1. Pledge of Allegiance

Chairman Nick Gorris called the March 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

Ms. Irizarry asked Chairman Gorris how would the roll call be done as alternates for the Commissioners are present. Chairman Gorris said to address them directly.

Members present: Nick Gorris, Phillip Miller, Gary Neola, Commissioner Jim Dvorak, Matt Johnson, Caterina Cocca-Fulton, Dennis Bergansky, Jim McCaskey, Alternate Dane Davis for Commissioner Carolyn Brakey, and Alternate Walter Claypool for Commissioner Ralph Spidalieri.

Members absent: Commissioner Ralph Spidalieri, Enzo Perfetto, and Commissioner Carolyn Brakey.

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

Ms. Cocca-Fulton arrived at 7:35 a.m.

Mr. Johnson arrived at 7:41 a.m.

Commissioner Dvorak left at 8:58 a.m.

3. Approval of Minutes for the February 11, 2025 Regular Meeting

Chairman Gorris asked for a motion to approve the minutes for February 11, 2025.

Motion made by Mr. McCaskey to approve the February 11, 2025 regular meeting minutes as noted, Mr. Bergansky seconded the motion, and Mr. Claypool abstained. Upon a call for the vote, the motion passes.

4. Approval of Agenda/Addendum Items:

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

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

Ms. Irizarry explained Ms. Crombie made requests for specific appropriations for the 2025 Budget to the Board of County Commissioners for accounts: Licenses, Membership, and Subscriptions; Equipment, and Travel, which were partially not granted. Supplemental budget adjustments to these accounts were made in February to match the original 2025 Budget request, which changed the total appropriations for these accounts.

Ms. Irizarry also said under “Expenditure” on the Financial Report the dollar amount highlighted in “red” is due to the transaction still pending and showing as “unposted”. This pending transaction should post sometime next week.

Ms. Irizarry said two (2) invoices for expenses paid in February, DEX Imaging, which is for copier usage, and KT’s Logos, for staff’s T-shirts/sweatshirts, came out of the carryover balances from 2024, moving forward all invoices paid will be out of the 2025 accounts.

Chairman Gorris asked if there were any questions to the Financial Report and Expense Report. Mr. Davis recommended adding the word “annual” for the Appropriation column and “Year to Date” for the Expenditure columns.

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

8. Township Zoning Amendments to be Reviewed:

A. Bainbridge Township Text Amendment Z-2025-1 Initiated February 25, 2025 By Zoning Commission

Ms. Crombie said Bainbridge Township submitted two (2) sections of their Amendment impacting Chapter 105, which is Definitions, and Chapter 135, R-5A Rural Residential District.

105.2 Definitions, “Home Occupation” here means an accessory use that is a profession, service, or activity, solely, within a R-5A or R-3A residential or MUP (mixed use Planned Unit Development) zoning district. Ms. Crombie said that by adding reference to R-5A or R-3A, which are the two (2) residential districts in the Township, along with the MUP district, which allows both commercial and residential uses, means homes in other districts are not permitted to have home occupations. In general, a legal non-conforming use is not meant to continue, and zoning regulations are in place that prohibit expansion of a non-conforming use. A commercial district that does not allow residential uses, still may contain legal, non-conforming dwellings.

Ms. Crombie noted that home occupations are commercial uses that one day may lead to a conversion of the dwelling into a full commercial use. Allowing a home occupation in a commercial or industrial district is not unreasonable and should be considered. In speaking with Ms. Wieland from the Prosecutor’s Office, non-conforming homes in commercial districts are allowed the same rights as any other home. For reference, Ms. Crombie presented a map that shows areas zoned light Industry Restricted but used residentially. Ms. Crombie said there are not many homes in the commercial district, but they do exist. Also, if a residential area is someday rezoned to general commercial, per the proposed change, none of those homes could have home occupations. She recommends homes should be treated similarly, Mr. McCaskey agreed. Mr. Bergansky asked if the home occupations are allowed inside a home only and not in an accessory structure? Ms. Crombie said Bainbridge does not allow home occupations in accessory structures.

Ms. Crombie said the definition for “School Public” adds “i.e.” for consistency. If it is added here, then it would need to be referenced throughout the rest of the resolution, and she recommends not including it. Mr. Claypool said the definition of “school” here doesn’t align with the definition of “school” in the ORC or Black’s Law Dictionary. He suggests having the definition align with what the ORC code says, and adding the school’s name is unnecessary. Chairman Gorris agreed.

135.02 Use Regulations:

4 (b) Prohibited Home Occupations:

Home Occupations that involve short-term rental of a dwelling. See Section 177.01 (kk):

Chairman Gorris said looking at how this is defined, does that mean he would not be allowed to manage an Airbnb out of his house. What if that is my “home occupation”. Ms. Crombie said no, that is not what it means. Rental for thirty days or less is prohibited; this is why reference to Section 177.01(kk) was added, which are Prohibited Uses.

Mr. Claypool said prohibiting “short term rentals” is out of the Township’s authority. The Township’s authority is for health, safety, and welfare. They need to look at this again. Ms. Crombie said they prohibit short term rentals because they do not function as a single-family home. Mr. Bergansky said Auburn Township prohibited short term rentals because of health, safety, and welfare concerns. Mr. Claypool said a Township cannot enforce if you can rent your house out or not. Ms. Crombie said traditional renting of homes is typically on a yearly basis. Chairman Gorris asked if 177.01 identifies what short term means, and Ms. Crombie said thirty days or less. Mr. Claypool said he could rent his house every month, letting the occupants stay 31 days each. Chairman Gorris asked Ms. Crombie if someone could technically rent their home for 31 days or more and it be okay and she said yes.

Chairman Gorris asked Ms. Crombie what the staff recommendations are, and Ms. Crombie said approval with modifications. The Commission summarized as follows: Under Definitions: Home Occupation does not need to reference the zoning districts; and “School Public” does not need to reference school names, remove wording “or other”, and remove reference “i.e.” and the definition of Public School to align with ORC.

Motion made by Mr. McCaskey to approve with modifications, Bainbridge Township Text Amendment Z-2025-1, and seconded by Mr. Claypool, and upon a call for the vote, the motion passes.

**B. Chardon Township
Text Amendment 2025-1
Initiated February 24, 2025
By Zoning Commission**

Ms. Crombie said Chardon Township submitted one (1) article of their Amendment impacting Article X: Signs.

The Township’s original “Sign” section was based upon the original Sign section in the Model Zoning Resolution. The 2022 edits made the sign section more compliant regarding regulation of “free speech”. Chardon took language from the old version of the Sign Section to marry it with the new updated version of the Sign Section in the Model. Ms. Crombie said it would have been easier to use the updated Model language as their starting point. Mr. Neola agreed and said can we recommend the township go

back and start with the right template of the Model Zoning for signage. It would be more prudent to start with a clean slate. Ms. Crombie said it is up to the Commission to make that recommendation.

Ms. Crombie said she did not receive the Word document on time, so the staff recommendations are highlighted in “blue” on the pdf version. All language in “red” is being added by the Township.

1004.00 Signs Permitted in all Districts not Requiring a Zoning Certificate:

Item (A)(1): states in addition to Section 1005.00(A), one (1) sign per lot, dwelling unit, or use with a maximum area of four (4) square feet per sign face and height of four (4) feet when measured four (4) feet from the ground to the bottom of the sign when applicable. Ms. Crombie recommends the language end at “and height of four (4) feet”. The last part of the sentence about “measure four (4) feet from the ground to the bottom of the sign when applicable” is not necessary and open to interpretation.

Item (A)(2): states Entrance loading, unloading, and exit signs with a maximum area of four (4) square feet per sign face. Ms. Crombie recommends replacing “Entrance, loading, unloading, and exit” with “Directional” as there is a definition of such signs. She also recommends establishing a maximum sign height.

Item (A)(3): states one (1) temporary sign for every twenty (20) lineal foot of road frontage may be erected only with the permission of the owner of the premises and shall not be posted on or erected in any place or in any manner which is destructive to property upon erection or removal. A minimum of one (1) sign is permitted regardless of road frontage. Ms. Crombie said, as an example, at every 20 feet, a property with 200 feet of frontage is permitted ten (10) signs. She recommends the township review this to make sure this was their intention, and use language straight out of the Model Zoning, and to consider a maximum number of signs be set.

1005.00 Signs in the Residential District

A. Signs in the Residential District Not Requiring a Zoning Certificate:

Item (A)(1) Real Estate Signs: States one (1) temporary sign per lot, dwelling unit, or use with a maximum area of five (5) square feet per sign face. Ms. Crombie said original language has “real estate” struck out and “temporary” added, but language still regulates content. She recommends Item number one (1) be removed.

Item (A)(2) Nameplate Signs: States one (1) wall or monument sign per lot, dwelling unit, or use with a maximum area of four (4) square feet per sign face. Ms. Crombie said “Nameplate” is being struck out here, but language still regulates content. She recommends item be removed and for Township to review sections 1004.00 and 1005.00 as to how to combine these two sections, since their regulations are similar.

Ms. Crombie noted the updated Model no longer contains sub-section “A” regarding signs in a residential district not requiring a zoning certificate as Section 1004.00 covers it.

Item (A)(3) Directional Signs on private property: States (entrance and exit) signs on private property with a maximum area of four (4) square feet per sign face containing only directional information when measured six (6) feet from the ground to the bottom of the sign. Ms. Crombie said she recommends removing language “entrance and exit” and phrase “and containing only directional information”. She also recommends language regarding “height” be simplified to state “maximum permitted height” and

not include the additional language about measurement from the bottom of the sign. The measurement of the sign area is covered elsewhere in the resolution.

Item (A)(5) Temporary Signs: states signs may be posted only with the permission of the owner of the premises and shall have a maximum area of four (4) square feet per sign face and be removed within thirty (30) days. Ms. Crombie recommends adding a maximum height and removing language regarding 30-day limit. This language is under the section stating, “no zoning certificate is required”, so enforcement is not possible.

B. Signs in the Residential District Requiring a Zoning Certificate:

Item (2)(b): Real Estate/Temporary Signs: states signs that advertise lots for sale in an entire subdivision, are regulated. Ms. Crombie said classifying these signs as “temporary” would allow a developer to have multiple signs. She recommends removal of word “temporary”, as these signs can be up for a long time, and to review with their APA.

1006.00 Signs in the Commercial District

A. Signs in the Commercial District Not Requiring a Zoning Certificate:

Items (A)(1), (2) and (3): Ms. Crombie recommends the same comments as in Section 1005.00(A)(1), 1005.00 (A)(2) and 1005.00(A)(3).

B. Signs in the Commercial District Requiring a Zoning Certificate:

Item (B)(1)(a): Bulletin Board/Wall or Monument Signs: Ms. Crombie said replacing “Bulletin board” with “Wall or Monument” does not make sense here, she recommends striking this section out and creating a new sub-section and relocate it elsewhere. Chairman Gorris asked where would section one (1) go? Ms. Crombie said to create another section.

Item (B)(2): states only “the following designs of signs may be subject to the following regulations”: Ms. Crombie recommends this first sentence be removed and all the items under (2) be renumbered as Item (1), since these are regulations that apply to commercial signs.

Mr. Claypool said he would like to move to deny this amendment, there are too many issues about what a Township’s authority is. He read ORC’s definition of what a Township has authority over, and explained there is no mention of the word “sign” and the Township has no authority to regulate signs. People are permitted to use properties any way they choose. We the board need to reconsider what we’re doing and use only authority given by law.

Mr. McCaskey agreed to deny with Ms. Crombie’s recommendations of using the most current version of Model Zoning.

Chairman Gorris said we have a recommendation for denial. He asked Ms. Crombie to provide the Township with her comments as reasons for the denial and to explain to use most the recent Model Zoning as a base document and modify it based on staff comments.

Motion made by Mr. Claypool to deny Chardon Township Text Amendment -2025-1, and seconded by Mr. Bergansky, and upon a call for the vote, the motion passes.

9. Director’s Report:

1. County Commissioner appointment of Planning Commission alternates: Ms. Crombie said each County Commissioner has appointed alternates to serve on the board in the event one of them is unavailable.

2. New Building Lots: Ms. Crombie said February had eight (8) new building lot proposals submitted, four (4) for Hambden, two (2) for Thompson, one (1) for Claridon, and one (1) for Middlefield.

3. Claridon Township Land Use Plan: Ms. Crombie said some work was performed in February 2025. The staff time involved with assistance is at 341 hours.

4. Thompson Township Land Use Plan: The township land use committee had their public forum on February 6, 2025. Staff and committee will now start working on writing the plan. The staff time involved with assistance totals 97 hours.

5. Burton Township Land Use Plan: The land use survey has been closed and staff met for the first time with the Township's land use committee on February 25, 2025, to show sample materials of what they could include at their public forum. The staff time involved with assistance totals 11 hours.

6. Request for assistance: Ms. Crombie said the Geauga County Department of Emergency Services (DES) is updating their 2020 Hazard Mitigation Plan and requested assistance from staff regarding census data. Staff had previously assisted DES in 2019 for the hazard plan update. She and Ms. Kobus have been invited along with the Department of Economic Development, to attend the regular plan update meetings DES will be holding.

7. Northeast Ohio Planning and Zoning Workshop: Ms. Crombie said this year's workshop will be held Friday, June 13, 2025, at the Eastwood Event Center in Niles. Ms. Kobus attended a brainstorming session on potential topics earlier this month. The program will not be finalized until May, and she will provide more information when it becomes available.

8. REALink for Realtors: Ms. Crombie said Geauga Soil and Water Conservation District held their REALink for Realtors program on February 27, 2025 to advise real estate professionals on the information available in the County Auditor's REALink site related to Soil and Water's responsibilities. At least 20 Realtors were in attendance and Carmella Shale, Director of Geauga Soil and Water Conservation, gave an overview to educate the realtors and reduce inquiries to their office. Participants were trained on how to access all mapping layers and links. Ms. Kobus' county zoning web map application was included as part of the presentation, and she and Ms. Crombie answered any questions related to planning and zoning.

9. Interoffice Assistance: Ms. Crombie said Newbury Township contacted staff wanting information to better show the approximate locations of the cemetery plots and property boundaries to be used to present to potential contractors where they would be required to cut the grass and maintain the grounds. Staff provided the Township with the most recent aerial imagery and surveys on file.

10. ESRI's User Conference: Ms. Crombie said the County Auditor's office receives four (4) free registrations for ESRI's GIS User Conference to be held in San Diego each year. Ms. Kobus said three (3) employees from the GIS Department will be in attendance, and the Director of the GIS Department, Lou

Marion, asked if she would also like to attend. It is the largest GIS conference in the world, with approximately 7,000 in person participants and 14,000 online.

11. County Auditor's GIS Department Logo: Ms. Crombie said Sarah Perry, GIS Solutions Architect, from the County Auditor's Office created a logo of all the departments that use GIS in the County. She presented the logo to the board, and commented how a lot of logos in the County use the colors blue and green. Chairman Gorris said it was a good graphic to show collaboration in GIS.

12. Commercial Construction Activity, February 2025: Ms. Crombie said there was one (1) significant permit issued for commercial construction projects in February. In the Village of Middlefield on Kinsman Road, for Bonner Ohio Properties, HC Company. She was unable to verify the actual size. Mr. Bergansky asked if the permit was \$900,000.00. Ms. Crombie said she will look into it.

13. Leadership Geauga: Ms. Crombie said Leadership Geauga ends in June and February was the mid-year retreat. Each participant in Leadership Geauga was categorized using DiSC (Dominance, Influence, Steadiness, or Conscientiousness) styles, which is essentially a personality assessment to help individuals understand their behavioral styles, communication preferences, and how they interact with others. She met with people who had opposite DiSC styles of her own and discussed how to handle specific situations using her specific DiSC style versus an opposite style. Ms. Crombie said class participants were each assigned a job they are required to perform at the non-profit Emerald Ball fundraising event. This includes setup, registration, selling prize tickets, data entry and cleanup. They are also required to assist Mapleleaf Community Residences with various upkeep and repairs, such as landscaping maintenance and pruning. Chairman Gorris said every year each class has a project assigned to them.

14. Legislative Updates: Ms. Crombie briefly summarized House and Senate Bills that impact Planning and Zoning.

House Bills:

HB 65: Agriculture appreciation Act: Introduced 2/10/25: to make specified day and week designations to agriculture. It is currently in House Committee.

HB 109: Short term rentals: Introduced 2/18/25: Allows townships to require registration of short-term rental properties and to charge a fee but does not allow for regulations that ban short-term rentals.

HB 113: Annexation: Introduced 2/18/25: allows townships to object to annexations.

HB 138: Creation of tourism promotion districts: Introduced 2/26/25: Allows townships to establish a tourism promotion district.

Senate Bills:

SB 42: Residential stability zones: Introduced 1/28/25: Ms. Crombie this one is being brought back. It authorizes local governments to create residential stability zones where homeowners may qualify for a partial property tax exemption.

SB 104: Short term rentals: Introduced 2/14/25: Ms. Crombie said it is almost the same as HB 109. As of 2/19/25, in Local Government Committee.

SB 122: to amend sections 303.21 and 519.21 of Revised Code: Introduced 2/25/25: eliminates the authority of townships and counties to adopt zoning resolutions for agricultural land under certain

circumstances. Mr. McCaskey asked if this Bill was in conjunction with platted land. Ms. Crombie said language in 519.21(B) to regulate land in platted subdivision is all struck through. This bill was introduced by a Senator from the Toledo area. Sometimes bills are proposed, languish and do not go anywhere. This bill is in the early stages. Mr. Bergansky asked what they are trying to do, allow someone who lives in a platted subdivision to have chickens. Chairman Gorris said language reads “may regulate”. It’s always been up to the Township to choose to regulate in that way.

15. Work Summary, February 2025: Ms. Crombie said in February there were 19 lot splits/subdivisions/easements/amendments as compared to January, which had 25. The staff referred to the General Plan one (1) time in February related to Natural Resources.

11. Old Business:

A. Farmland Preservation Plan Update:

Ms. Crombie said last month the board talked about updating the Farmland Preservation Plan. Ms. Crombie presented the Bylaws, Section 5, Subcommittees or Task Forces. This section states “the board may establish a subcommittee or task force at their discretion to pursue additional study of a particular subject matter and a majority vote is required to create such subcommittee or task force”. Subcommittees and task forces shall be named and represented by one (1) member, as voted on, of the board and other members may be non-members of the board, appointed by the Planning Commission board.

Ms. Crombie said step one (1) is to establish a purpose statement for the task force. The Planning Commission board needs to define the purpose and what is expected from them. The last task force formed when the 1999 plan was updated and was put together by the Board of County Commissioners (BOCC). Since it is the Planning Commission’s responsibility to update the Farmland Preservation Plan, it is recommended we assign a task force.

Ms. Crombie said step two (2) is to establish the task force name and members. The task force should be involved with agriculture matters and other individuals or agencies can be requested to provide data, insight, recommendations and to attend task force meetings as their line of work relates to agriculture. Ms. Crombie presented a list of “Potential Task Force Members”, such as local farmers, Geauga County Farm Bureau representative, Geauga County Fair Board representative, Geauga Township Association representative, Planning Commission member, and Lake Geauga Area Association of Realtors representative, since realtors know what’s happening regarding what type of properties people are looking for.

She also went over a list of “Potential Subject Matter Experts”, such as Geauga Soil and Water Conservation District, Geauga County Department of Economic Development, County Auditor, Ohio State University Extension Office, Ohio Farm Bureau, Ohio Farmland Preservation Office, Geauga Public Health, Geauga Park District, Local retail farm equipment/supply stores, local land conservancies, Geauga Growth Partnership, ACE Academy, and others.

The Planning Commission staff would assist as staff to the task force providing any census data, information resources, and help with the task force meetings.

Ms. Crombie said the board does not have to act on this today, but she will provide a packet of information to guide the task force members. She did receive names from Soil and Water that we could contact to request their assistance in the task force. The Planning Commission board might have their

own suggestions as well. A notice, also, could be placed in one local newspaper. Mr. Davis asked is there anywhere that spells out how many members must be on the task force. Ms. Crombie said no but the last one had about eight (8) members. Chairman Gorris asked who the lead on this task force would be. Ms. Crombie said the task force would have to nominate someone to lead as Chair. Mr. Claypool suggested a smaller group would be better.

Chairman Gorris said we need to find farmers or someone from the Farm Bureau to Chair, as it has to be someone passionate about it. It could be a local representative or Mandy Orahoad from the Farm Bureau. We need to establish some groundwork for meetings, so task force knows what they signed up for.

Ms. Crombie presented letters she drafted to send to Potential Task Force members and Potential Subject matter experts, and she mentioned language could be added in the letters about someone being a "Chair" and "Vice Chair".

Mr. McCaskey asked if we are supposed to send in names by next month's meeting because he knew of someone to possibly be on the task force. Chairman Gorris asked Ms. Crombie when she is sending out the Dropbox for next month's meeting, could she add a reminder to the board to send in names for potential task force.

12. New Business:

A. Executive Session (Compensation of Public Employees - Performance Evaluations)

Chairman Gorris requested a motion to enter Executive Session, and a roll call vote.

Motion to enter Executive Session: 8:39 a.m.

Motion made by Commissioner Dvorak to enter Executive Session and seconded by Mr. Bergansky and upon a call for the vote, the motion passes.

Roll Call:

Commissioner Dvorak: yes

Commissioner Brakey/Alternate: Mr. Davis: yes

Commissioner Spidalieri/Alternate: Mr. Claypool: yes

Ms. Cocca-Fulton: yes Mr. Bergansky: yes

Mr. Neola: yes Mr. Gorris: yes

Mr. McCaskey: yes Mr. Miller: yes

Mr. Perfetto: absent

Mr. Johnson: yes

Exited Executive Session: 9:18 a.m.

Motion made by Chairman Gorris to approve a merit increase of 4% to the Planning Director effective pay period # 6, and seconded by Mr. Davis, and upon a call for the vote, the motion passes.

Motion made by Chairman Gorris to approve a 3% pay increase to Planner II/GIS Coordinator effective pay period # 6, and seconded by Mr. Davis, and upon a call for the vote, the motion passes.

Motion made by Chairman Gorris to approve a 3% pay increase to Administrative Assistant, effective pay period # 6, and seconded by Mr. Davis, and upon a call for the vote, the motion passes.

B. 2026 Draft Budget:

Ms. Crombie said the 2026 Budget request for Planning Commission will be due sometime in mid-April per the Finance Administrator in the BOCC. She presented a worksheet comparing the budget request from 2024 and 2025, and what she is requesting for 2026. Most of the accounts have been reduced compared to 2025, while the Salaries account and Membership dues, Subscriptions, Licenses account have been increased, due to hiring an intern and the increase cost for membership dues and subscriptions/licenses, such as Adobe Acrobat. Ms. Crombie said she managed to keep the Budget request for 2026 under \$250,000.00. This will be brought up again and put on the April Agenda.

C. Intern Position:

Ms. Crombie presented the GIS Planning Intern job description and said funds were budgeted to hire an intern to work on specialty projects, such as maintaining the Building by Type GIS Layer, which will be partially based on a national GIS data layer set available that categorizes buildings by their types. Ms. Kobus said she found Nation Structure Inventory, and it is a very powerful information tool; one can zoom in on any township to do an analysis. Ms. Crombie said other projects for the intern include the Census data book complication, Conservation easement value tracking, Farmland Preservation Plan Update assistance, and the Township zoning matrix update. Ms. Crombie noted though that Ms. Irizarry is working on the matrix update as well.

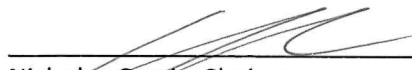
Chairman Gorris said there is work to be done for the intern and asked are we advertising this. Ms. Crombie said once the board approves it can be advertised. Mr. Davis suggested the intern job posting be sent to Kent State and various other universities/colleagues in the area.

D. Ohio Township Association Legislative Priorities:

Ms. Crombie said she is presenting the Ohio Township Association (OTA) Legislative Priorities for the board's edification on items that are directly related to planning and zoning. There is Zoning/General Welfare, where the OTA proposes that townships be given boarder general welfare zoning authority to mirror municipal zoning authority. Sidewalk Repairs, Use of Household Sewage Systems, Cell Tower Placement, Registration of Rental Properties, and Annexation are also proposed. Ms. Crombie said the OTA wants to make their position known on these matters.

13. Adjournment:

Motion by Mr. Claypool to adjourn the meeting, seconded by Mr. Bergansky and upon a call for the vote, the motion passes. Meeting adjourned at 9:30 a.m.



Nicholas Gorris, Chairman



Gary Neola, Secretary/Treasurer

COUNTY PLANNING COMMISSION FINANCIAL REPORT
Summary

Budget – Prepared March 4, 2025



<u>Account</u>	<u>Appropriation</u>	<u>Expenditure</u>	<u>Balance</u>
Salaries	\$177,354.00	\$25,608.00	\$151,746.00
Supplies	\$2,000.00	\$0.00	\$2,000.00
Hosp.	\$28,550.00	\$5,146.36	\$23,403.64
Medicare	\$2,480.00	\$364.65	\$2,115.35
OPERS	\$23,670.00	\$5,343.52	\$18,326.48
Worker's Comp.	\$100.00	\$0.00	\$100.00
Other Expenses	\$4,700.00	\$62.73	4,637.27
Equipment	\$2,500.00	\$0.00	\$2,500.00
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	\$5,000.00	\$675.05	\$4,324.95
Advertising	\$325.00	\$0.00	\$325.00
Training	\$700.00	\$0.00	\$700.00
Member, Dues, Lic. Sub	\$3,200.00	\$0.00	\$3,200.00
Total	\$251,379.00	\$37,200.31	\$214,178.69

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

<u>Planning Commission Revenues</u> <u>from Fees for February 2025</u>	<u>Year to Date Balance:</u>
January	\$317.40
February	\$1,392.50
	Yearly Total: \$1,709.90

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

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

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 MARCH 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	2/4	DEX IMAGING • 2024 CARRYOVER o 12/22/24 to 1/21/25	\$45.98
0335	OTHER	2/4	KT'S CUSTOM LOGOS • 2024 CARRYOVER o T-shirts/sweatshirt/name badges	\$165.00
1166	TRAVEL	2/11	LINDA CROMBIE • Mileage Reimbursement o Geauga Township Association Meeting o Thompson Land Use	\$19.46
1166	TRAVEL	2/11	ALLYSON KOBUS • Mileage Reimbursement o Geauga Township Association Meeting o Thompson Land Use	\$24.92
1166	TRAVEL	2/11	PAMELA IRIZARRY • Mileage Reimbursement o KT's Custom Logos ▪ Pick up retail order	\$6.02
1706	TRAVEL EXPENSE	2/25	ALLYSON KOBUS • United Airlines Flight Cost o ESRI User Conference 2025 ▪ 7/13/25 to 7/18/25	\$624.65
TOTAL				\$886.03


Nick Gorris, Chairman


Gary Neola, Secretary/Treasurer