

## Geauga County Planning Commission

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

Phone: (440) 279-1740 · Email: [Planning@co.geauga.oh.us](mailto:Planning@co.geauga.oh.us)

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

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July 1, 2025

**TO:** COUNTY PLANNING COMMISSION MEMBERS  
SUSAN WIELAND, APA  
AUBURN TOWNSHIP TRUSTEES  
KLARICH FARMS LLC  
JOSEPH GUTOSKEY, P.S.  
DAN GUARDO

**FROM:** LINDA CROMBIE, AICP  
PLANNING DIRECTOR

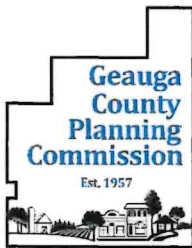
**WHAT:** GEAUGA COUNTY PLANNING COMMISSION MEETING

**WHERE:** 12611 RAVENWOOD DRIVE  
CONFERENCE ROOM A334, 3RD FLOOR *Amc*

**DATE:** TUESDAY, JULY 8, 2025

**TIME:** 7:30 A.M.

**AGENDA:** ENCLOSED



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## ***GEAUGA COUNTY PLANNING COMMISSION AGENDA***

***July 8, 2025 REGULAR MEETING***

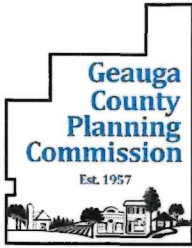
***12611 Ravenwood Drive***

***Conference Room A334, 3rd Floor***

***7:30 A.M.***

1. Pledge of Allegiance
2. Roll Call
3. Approval of Minutes:
  - A. June 10, 2025 Regular Meeting Minutes
4. Approval of Agenda/Addendum:
5. Financial Report and Approval of Expenses:
6. Other Business: None
7. Major Subdivisions to be reviewed:
  - A. Klarich Farms Subdivision  
Lots 7 & 17, Section 6, Tract 1  
Auburn Township  
Preliminary Plan
8. Township Zoning Amendments to be Reviewed:
9. Director's Report:
10. Correspondence:
11. Old Business:
  - A. Farmland Preservation Plan Update
12. New Business:
  - A. Timmons Variance, Burton Township
  - B. Model Zoning: Electric Vehicles Definitions
  - C. Access to Roads: Guardo driveway request
  - D. Discussion: Delivery of Packets to alternates to Planning Commission Members
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

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JULY 8, 2025 MEETING MINUTES

## **1. Pledge of Allegiance**

Chairman Nick Gorris called the July 8, 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. Crombie, and the following members were present:

## **2. Roll Call**

Members present: Nick Gorris, alternate Dave Fabig for Commissioner Jim Dvorak, alternative Dane Davis for Commissioner Carolyn Brakey, alternate Skip Claypool for Commissioner Ralph Spidalieri, Caterina Cocca-Fulton, Jim McCaskey, Matt Johnson, Enzo Perfetto and Phillip Miller

Members absent: Gary Neola and Dennis Bergansky

Staff present: Linda Crombie (Director), Allyson Kobus (Planner II/GIS Coordinator) Staff absent: Pamela Irizarry (Administrative Assistant).

Others present: Oliver Richard (GIS/Planning Intern), Frank Klarich, Dan Lark, Dan Guardo

Mr. Claypool arrived at 7:33am.

## **3. Approval of Minutes for the June 10, 2025 Regular Meeting**

Motion made by Mr. Davis to approve the June 10, 2025, regular meeting minutes as presented, and Mr. McCaskey seconded the motion. Chairman Gorris abstained, and upon a call for the vote, the motion passed unanimously.

## **4. Approval of Agenda/Addendum Items:**

Mr. Davis made a motion to approve the agenda as presented, and Ms. Cocca-Fulton seconded, and upon a call for the vote, the motion passed unanimously.

## **5. Financial Report and Approval of Expenses: (June)**

Ms. Crombie reviewed the total expenditures to date, revenues and expenses in June. Mr. McCaskey made a motion to approve the financial reports, and the summary of expenses for June 2025. Mr. Davis seconded, and Mr. Claypool abstained, and upon a call for the vote, the motion passed unanimously.

## **6. Other Business: None**

## **7. Major Subdivisions to be reviewed:**

### **7A. Klarich Farms Subdivision**

**Lots 7 & 17, Section 6, Tract 1**

**Auburn Township**

**Preliminary Plan**

Ms. Crombie said this is not a standard subdivision as it does not involve a new road. Twelve (12) sublots are proposed off the northwest corner of State Route 44 and Stafford Road. The aerial photo and proposed Preliminary Plan were displayed. Ms. Crombie noted that the Auburn Township Zoning Inspector signed the plan that it complies with zoning.

Ms. Cocca-Fulton questioned why one lot was larger than the rest. Ms. Crombie replied that it may be because of the riparian area at the rear of the lot. Ms. Crombie described the existing conditions that the northern part of the subdivision is wooded while the southern is a farm field. The farmhouse and barn have been removed but the silos are proposed to remain. The topography is gently sloping and there are two soil types, both are either prime agricultural soils or prime with drainage.

Ms. Crombie said the Commission can review the location of driveways for safety purposes, under Access to Roads. The recommendation is for Sublot 2's driveway to be located off Stafford Road instead of Route 44. The other is for Sublot 5's driveway to generally line up with the centerline of the other section of Stafford Road. Ms. Crombie also noted a homeowner association is not proposed.

Ms. Crombie said regarding storm water requirements, the applicant's engineer is proposing individual bio retention swales be installed on each subplot as opposed to detention ponds, which would necessitate a homeowner association and a drainage maintenance district to be established. The County Engineer had no comments on the proposal. Ms. Crombie said the Geauga Soil and Water Conservation District reviewed the plan and gave conditional approval that an alternate design, implementation, or timing of installation still needs to be worked out. Ms. Crombie noted that stormwater and septic approvals must be approved before the final plat is submitted.

Ms. Crombie said ODOT provided initial comments that only a single-entry point on 44 is permitted. Ms. Crombie said Mr. Klarich met with ODOT. Mr. Klarich said he was initially provided with one paragraph from ODOT's regulations that no additional access will be provided for parcels split under common ownership. Mr. Klarich said after contacting ODOT and discussing it, he was provided with the additional paragraph from the regulations that once a lot has been split and sold to a new owner, the new owner may apply for a separate access point.

Mr. McCaskey asked if the other reviewing agencies, the Township Trustees, Fire Department, and schools were all notified but no comments were received. Ms. Crombie said that is correct. Mr. McCaskey felt that the driveway being lined up with Stafford Road is going a bit too far. Ms. Crombie said that was her comment because offset driveways and intersections are problematic.

Mr. Claypool asked if there was any work on how the aquifer will be impacted and that the cone of depression may be impacted because two acre lots are proposed. Mr. Lark from Geauga Public Health said he is not aware of a cone of depression with two acres lots in his experience. Mr. Klarich said most are larger than two acres. Mr. Claypool said that is why Chester has five (5) acres; has anyone done a study and is GPH looking at this? Mr. Klarich said it was a dairy farm, on both sides of the road, and water was heavily used with no issue; there is no shortage of water. Ms. Crombie accessed REALink to show the ground water availability map, but it was not working. If GPH had a concern, it would have been mentioned. In response to Ms. Cocca-Fulton's question, Ms. Crombie said the proposed wells are shown but it was a drafting error that the labels were not included; that was corrected, and they are labeled on the Preliminary Plan. Chairman Gorris said this meets all preliminary requirements, including Auburn Township zoning. Ms. Crombie noted that Geauga Public Health provided some comments that

wait until the final plat is submitted. A complete septic approval is not required at the Preliminary Plan phase.

Mr. Davis asked what were ODOT's comments? Ms. Crombie said ODOT wanted one access point and later stated they do not control local zoning and land splits. Ms. Cocca-Fulton said they can tell if where the driveway is located, if it is going to be dangerous, but each lot must be afforded its own access. Mr. Klarich noted that each driveway culvert must be 100 feet away from one another.

Mr. Claypool asked what the Commission is being asked to do. Ms. Crombie said approval, conditional approval, or denial of the proposed preliminary plan. Mr. Claypool asked if GPH requires soil testing for a septic system, and Mr. Lark replied yes.

Mr. Perfetto said Sublot 5's driveway location lining up with Stafford is difficult to mandate. He felt the side road entry on Stafford for Sublot 2 could be a problem as it forces the owner to put the driveway farther down than they may want to. Chairman Gorris said subplot 5's driveway is close to Stafford and ODOT has access management from a safety standpoint. For opposing traffic, the concern is who will know who has the right of way. Chairman Gorris noted they are recommendations. Mr. Perfetto questioned if the driveway was flipped to the other side of Sublot 5 would comply with zoning. Mr. Davis said they could eliminate one of the sublots to have more space. Ms. Crombie said per the Subdivision Regulations a restrictive covenant is possible that mandates the general location of the driveway. Mr. Perfetto said driveways go on the high side; the intention may be good, but it could cause problems.

Mr. Claypool said item 5 in GPH's comments states it must be determined if sanitary sewers are not possible. Chairman Gorris, speaking as the County Sanitary Engineer, said there is no availability or reasonable wastewater treatment in the area. Mr. Perfetto asked if the developer has an issue with driveways. Mr. Klarich said he would not line Sublot 5 with Stafford as he is worried someone will flip down Stafford into someone's driveway. Mr. Perfetto asked if the preliminary plan is passed, can we discuss it further or change it for the final plat. Ms. Crombie said yes.

Mr. Johnson asked if there were drain tiles in the fields. Chairman Gorris said if there are, they will encounter that when it is built.

Motion by Mr. McCaskey to conditionally approve Klarich Farms Subdivision based upon the Director's memo and seconded by Mr. Fabig and upon a call for the vote, the motion passed unanimously.

#### **8. Township Zoning Amendments to be Reviewed: None**

#### **9. Director's Report:**

Ms. Crombie said there were three new building lots submitted in May. Regarding Leadership Geauga, graduation was held, and she thanked the Commission for allowing her to participate as she would never have been able to visit so many businesses and agencies as Leadership Geauga provides. She said networking is a large part of it and she shared that through her contacts with a classmate, she was able to obtain information for the Claridon Township Land Use Plan, and she also provided the same classmate with data in support of grant application.

Regarding land use plan assistance, the full draft of Claridon’s plan was provided to the land use committee. The staff will need to assist further in the coming months to finalize it. Ms. Kobus worked on Thomspson’s plan; no work was needed for Burton Township. Ms. Crombie said she also attended the Northeast Ohio Planning and Zoning Workshop and attended sessions on housing, storm water management, board of zoning appeals and more.

For the month of June, Ms. Crombie said the building permit for the new Meijer store in Bainbridge Township was issued as well as a salt dome at the County Engineer’s Office. The maps for the 2<sup>nd</sup> quarter new housing starts and commercial construction were displayed. The housing starts map shows housing somewhat spread out over the entire county.

Ms. Crombie provided an update to HB 96, which is the state operating budget but includes a provision to increase voter signatures for referendum voting from 15% to 35%. The Ohio Township Association will ask the Governor to veto this section of the bill. HB 335 (property taxation, county sales tax) and HB 365 (refundable income tax credit) were briefly presented for the Commission’s knowledge.

Ms. Crombie said the work summary for June is consistent with the previous months and the staff referred to the General Plan four times in June.

**10. Correspondence: None**

**11. Old Business:**

**A. Farmland Preservation Plan Update:**

Ms. Crombie said a Planning Commission member needs to be appointed to the task force per the by-laws. Mr. Claypool volunteered but Chairman Gorris said we need to check due to him being an alternate. Mr. Claypool said a resident can be a member. Chairman Gorris said it will still be investigated.

**12. New Business:**

**A. Timmons Variance, Burton Township:**

Ms. Crombie said an application was received from James and Penny Timmons for a variance from Section 502(D) of the Subdivision Regulations and a public hearing must be scheduled for the next regular meeting.

Motion made by Ms. Cocca-Fulton to schedule a public hearing regarding request #2025-1 from Article V. Section 502(D) from James R. Timmons and Penny E. Timmons, for parcel 04-046800 located at 13976 Hale Road, Burton, Ohio, and seconded by Mr. McCaskey, and upon a call for the vote, the motion passed unanimously.

**B. Model Zoning: Electric Vehicles Definitions:**

Ms. Cocca-Fulton said electric vehicles are becoming more prevalent and if a township wants the language, it will be in the Model. Ms. Crombie said her only comment is that the sub-definitions be indented so all the definitions are under the main “electric vehicle” definition. Ms. Crombie said Ms. Wieland from the Prosecutor’s Office is working on the language related to other parts of the Model and the board could wait and review and adopt all at lone time. Ms. Cocca-Fulton said it is fine to review them incrementally and perhaps look at them all together in the last quarter.

Ms. Cocca-Fulton said at the next meeting she would like to discuss similar uses. Section 401 Prohibited Uses states any use not listed is prohibited and some discretion by the Zoning Inspector is warranted.

**C. Access to Roads: Guardo driveway request, Chester Township:**

Ms. Crombie said Dan Guardo submitted a request to relocate an existing driveway and easement on parcel 11-002300 due to what he believes are safety concerns with where the driveway is in relation to Sperry and Cedar Roads. He applied to consolidate the three rear parcels that are currently accessed by a recorded easement through the front parcel. Mr. Guardo wants to keep the front lot separate. Ms. Crombie presented an aerial photo showing all the properties and another zoomed in to where the driveway connects with the two roadways. Ms. Crombie said the Commission can review the location of existing and proposed driveways for safety purposes. Ms. Cocca-Fulton said she grew up here and was aware of the intersection. Ms. Crombie said the Commission was provided with documentation from the Zoning Inspector, Chris Alusheff, that he had been working with the owner regarding the use of the property, and he did not disagree that there is a safety concern. Mr. McCaskey said there will be more people unfamiliar with the intersection, and he does not see the downside.

Ms. Cocca-Fulton said that the driveway has been there for quite some time and did not necessarily feel there may be a safety issue, but it is up for discussion. Mr. Davis said the request seems reasonable, but what is the specific request. Ms. Crombie said the Planning Commission board can require a restrictive covenant for driveway location or relocation for safety purposes. Mr. Guardo's application materials indicate the safety forces were contacted and while they felt the location of the driveway was not good, they were reluctant to comment further. Ms. Crombie presented crash statistics from the Ohio State Highway Patrol records for the Commission's consideration.

Chairman Gorris asked why another driveway cannot be put in. Ms. Crombie said another driveway could be installed but the potential sale of the front lot is forcing the issue of addressing the existing driveway and easement, so it is being handled at one time. If the Commission approves the request, the recommendation is for at least the portion of the driveway located in the road right of way to be removed, graded, and seeded.

Mr. Guardo said he does not have immediate plans to sell the front lot but wants the option; potentially keeping it for a relative. His neighbors and the previous owners warned him about it but now that he has been there, he is experiencing firsthand. He said the Chester township police likes to set up there. He said he will re-grade and seed all of it. He has large equipment including a three-axel horse trailer and the property is agricultural. Ms. Davis said he was in favor of the driveway being relocate. Mr. Perfetto asked if the board could grant it or is it specifically for safety purposes. Chairman Gorris said the board is not experts on safety, but he is not opposed to Mr. Guardo moving the driveway. The owner still needs to be aware of traffic moving south on Sperry takes the turn at a high rate of speed sometimes, so nothing is perfect. Ms. Cocca-Fulton said the Commission can decide based upon what has been presented. Chairman Gorris said regarding sight distance, an engineer would have to be hired to perform a study.

Motion made by Mr. Claypool to grant permission to relocate existing drive and easement to Southeast corner of parcel, the existing driveway be removed, re-graded, and re-seeded, and a restrictive covenant be recorded. and seconded by Mr. McCaskey, and upon a call for the vote, the motion passed unanimously.


**D. Delivery of Packets to alternates to Planning Commission Members:**

Ms. Crombie explained the current process of distributing the meeting packets to the Commission members. It is the commission members' responsibility to let their alternate know when they need to attend a meeting. Ms. Cocca-Fulton said she feels the board needs to amend the by-laws and Mr. McCaskey agreed. Chairman Gorris said alternates have the link and they have access to the shared folder just like the Commission members. Mr. Claypool said this shouldn't be a discussion, he is representing Commissioner Spidalieri and other boards he serves on, he receives the information directly. Mr. McCaskey said what other boards do is not of concern. Ms. Crombie said she will work on a proposed update to the bylaws and present it at the next meeting. She said she looks at it procedurally and making a minor edit to the bylaws will help the next planning director to know what to do. Mr. Davis said it is removing ambiguity.

**13. Adjournment:**

Motion by Mr. Davis to adjourn the meeting, seconded by Mr. Fabig and upon a call for the vote, the motion passed unanimously. Meeting adjourned at 9:12 a.m.

  
\_\_\_\_\_  
Nicholas Gorris, Chairman

  
\_\_\_\_\_  
Gary Neola, Secretary/Treasurer

<u>Planning Commission Revenues</u>	<u>Year to Date Balance:</u>
January	\$317.40
February	\$1,392.50
March	\$150.00
April	\$1,100.00
May	\$684.83
June	\$4,267.42
	<b>Yearly Total: \$7,912.15</b>

**COUNTY PLANNING COMMISSION FINANCIAL REPORT**  
**Summary**

**Budget – Prepared July 1, 2025**



<u>Account</u>	<u>Annual Appropriation</u>	<u>Year to Date Expenditure</u>	<u>Balance</u>
Salaries	\$177,354.00	\$87,646.22	\$89,707.78
Supplies	\$2,000.00	\$266.58	\$1,733.42
Hosp.	\$28,550.00	\$15,439.08	\$13,110.92
Medicare	\$2,480.00	\$1,249.22	\$1,230.78
OPERS	\$23,670.00	\$11,872.47	\$11,797.53
Worker's Comp.	\$100.00	\$0.00	\$100.00
Other Expenses	\$4,700.00	\$191.80	4,508.20
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	\$152.53	\$647.47
Travel	\$5,000.00	\$1,039.09	\$3,960.91
Advertising	\$325.00	\$0.00	\$325.00
Training	\$700.00	\$20.00	\$680.00
Member, Dues, Lic. Sub	\$3,200.00	\$3,043.00	\$157.00
<b>Total</b>	<b>\$251,379.00</b>	<b>\$120,919.99</b>	<b>\$130,459.01</b>

SUMMARY RESOLUTION FOR EXPENSES  
 GEAUGA COUNTY PLANNING COMMISSION


Mr. McCaskey MOVED THE ADOPTION OF THE FOLLOWING RESOLUTION,  
 WHICH MOTION WAS SECONDED BY Mr. Davis.

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 JULY 8, 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>
1159	COPIER USAGE	6/3	DEX IMAGING <ul style="list-style-type: none"> <li>• Copier Usage                             <ul style="list-style-type: none"> <li>○ 4/22/25 TO 5/21/25</li> </ul> </li> </ul>	\$36.84
1166	Travel	6/10	American Planning Association Ohio Chapter <ul style="list-style-type: none"> <li>• 2025 Northeast Ohio Planning/Zoning Workshop                             <ul style="list-style-type: none"> <li>○ Linda Crombie</li> </ul> </li> </ul>	\$65.00
1166	Travel	6/17	Allyson Kobus <ul style="list-style-type: none"> <li>• Mileage Reimbursement                             <ul style="list-style-type: none"> <li>○ Burton Land Use Public Forum</li> </ul> </li> </ul>	\$13.44
1166	Travel	6/17	Linda Crombie <ul style="list-style-type: none"> <li>• Mileage Reimbursement                             <ul style="list-style-type: none"> <li>○ Thompson Land Use</li> </ul> </li> </ul>	\$25.62
1166	Travel	6/24	Oliver Richard <ul style="list-style-type: none"> <li>• Mileage Reimbursement                             <ul style="list-style-type: none"> <li>○ Round Trip to County Offices</li> </ul> </li> </ul>	\$8.54
<b>TOTAL</b>				\$149.44

  
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 Nick Gorris, Chairman

  
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 Gary Neola, Secretary/Treasurer