

# Geauga County Planning Commission

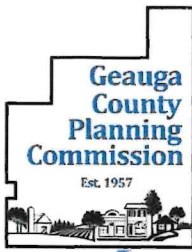
12611 Ravenwood Dr. • Suite #380 • Chardon, OH 44024  
Phone: (440) 279-1740 • Email: [Planning@co.geauga.oh.us](mailto:Planning@co.geauga.oh.us)  
<https://bocc.geauga.oh.gov/departments/planning-commission>

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***GEAUGA COUNTY PLANNING COMMISSION AGENDA  
February 10, 2026 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 13, 2026 Regular Meeting Minutes
4. Approval of Agenda/Addendum:
5. Financial Report and Approval of Expenses:
6. Other Business:
  - A. NOACA Request for Comment: Ohio Workforce Mobility Partnership
7. Major Subdivisions to be reviewed: None
8. Township Zoning Amendments to be Reviewed: None
9. Director's Report:
10. Correspondence: None
11. Old Business:
  - A. Ohio Department of Agriculture Farmland Grant
12. New Business:
  - A. Draft 2027 Budget Request
  - B. Determination of injurious affect (ORC 711.24), Canyon Lakes, Phase 15, Sublot 406
  - C. 2025 Year End Report
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 10, 2026 MEETING MINUTES

## **1. Pledge of Allegiance**

Chairman Gorris called the February 10, 2026, 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 present. Roll call was taken by Ms. Irizarry, and the following members were present:

## **2. Roll Call**

Members present: Nick Gorris, Philip Miller, Dennis Bergansky, Enzo Perfetto, Lee Imhof, Matthew Mesok, Bob Rogish Jr., Matt Johnson, Alternate Dave Fabig for Commissioner Dvorak, Alternate Dane Davis for Commissioner Carolyn Brakey, and Alternate Walter Claypool for Commissioner Ralph Spidalieri.

Members absent: None

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

Guests: Frank Kolk, Russell Township Zoning Inspector, and Colleen Sharp, Geauga Soil and Water Conservation District.

## **3. Approval of Minutes:**

### **A. January 13, 2026 Regular Meeting Minutes**

Motion made by Mr. Imhoff to approve the January 13, 2026 regular meeting minutes as presented. Mr. Fabig seconded the motion and Mr. Rogish abstained, and upon a call for the vote, the motion passed with ten votes for and one abstention.

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

Motion made by Mr. Rogish to approve the agenda as presented and Mr. Bergansky seconded, and upon a call for the vote, the motion passed unanimously.

## **5. Financial Reports and Approval of Expenses: (January 2026)**

Ms. Irizarry said all the expenses paid came from carryover accounts from 2025 and one from 2024. Chairman Gorris asked how Ms. Irizarry knew about the carryover amount from 2024 and she said it was on the report she received from the County Auditor's office. She also said she created a Year End Financial Analysis which summarizes all annual expenditures used and what percentage of each account was utilized in 2025, adding the footnote of why some of the amended appropriations were moved between accounts, which was to cover expenses in other areas, such as the OPERS account.

Motion made by Mr. Davis to approve the financial report and the summary of expenses for January 2026 as submitted and Mr. Bergansky seconded, and upon a call for the vote, the motion passed unanimously.

**6. Other Business:**

**A. NOACA Request for Comment: Ohio Workforce Mobility Partnership:**

Ms. Crombie said she received a survey from NOACA (Northeast Ohio Areawide Coordinating Agency) regarding the Cross County Transit Improvements in Lake and Geauga Counties. She reminded the board that at last month's meeting she discussed how Laketrans and Geauga Transit received a grant which was \$2.3 million from Ohio Workforce Mobility Program (OWMP) to expand transportation throughout Lake and Geauga Counties. NOACA is asking if either the board supports this project or not. The estimated total cost for the project is \$2.9 million, and the project would provide six new drivers and increased wages, allowing door to door transit services for work, training, education, and healthcare. These services do not have fixed routes with dedicated bus/transit stops; the users would have the ability to reserve a schedule in advance.

Mr. Davis asked if the new drivers would provide services back and forth between Lake and Geauga County, or just Geauga County? Ms. Crombie replied both. Mr. Davis asked if \$2.9 million is for one year or many years. Mr. Bergansky asked if this dollar amount includes new vehicles. Chairman Gorris said this is a three-year initiative, and he thought new vehicles would be added.

Mr. Perfetto asked why this falls under NOACA? Mr. Claypool said this is a state grant that falls under regional planning. Chairman Gorris said this is part of the Metropolitan Planning Organization's (MPO) process, when money is coming in, they reach out and get input from the communities.

Mr. Perfetto discussed how the board just sent a letter to the Board of County Commissioners (BOCC) requesting to leave NOACA and now we are asked if we will endorse this project, doesn't this nullify our letter and weaken our argument. He recommends waiting until we hear back from the BOCC. Mr. Bergansky asked if this program would be available to someone in the Amish Community.

Mr. Perfetto said the board agreed to send a letter in December requesting to leave NOACA, until the questions are answered by the BOCC, the board should have no involvement with NOACA. Chairman Gorris asked if the board should reply or not? Mr. Perfetto and Mr. Bergansky said not to respond. Mr. Davis questioned if the board's response affects funding. Mr. Claypool said Mary Samide, a former Geauga County Commissioner, sent a letter to NOACA in 2013 requesting no involvement in the NEOCC endeavor, except for roads and bridges. This plays into what NOACA is trying to do long term. He said he can send it to the members.

Motion made by Mr. Claypool to not respond to the survey from NOACA. Mr. Johnson seconded, and Mr. Davis opposed, and upon a call for the vote the motion passed with ten votes for and one opposed.

**7. Major Subdivisions to be reviewed: None**

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

**9. Director's Report:**

Ms. Crombie said two new building lot proposals were submitted in January. Regarding land use plan updates, Ms. Kobus worked on the Thompson Township Land Use. Ms. Crombie said she was appointed to be on the Revolving Loan Fund Committee for a two-year term. The purpose is to approve or deny revolving loan fund applications for the Geauga County Commissioners. Chairman Gorris asked

Ms. Crombie how much time is involved with being on this committee. Ms. Crombie said in the past it was one to two meetings a year.

Ms. Crombie said regarding HB 361, she attended a couple of virtual meetings where local planning directors across Ohio discussed how this bill impacts the timeframes local communities must act on zoning proposals. The township zoning requirements, as an example, are proposed to have a variance acted on within 30 days and eliminate the current language of "reasonable time".

Ms. Crombie said the Ohio Maple Trail will be March 7<sup>th</sup> – 8<sup>th</sup>, and March 14<sup>th</sup>-15<sup>th</sup> if anyone is interested.

Ms. Crombie said Commercial Construction in January 2026 was for an addition in Burton Township on Kinsman Road, V & S Schuler Engineering. Regarding the monthly work summary, Ms. Crombie said there were 29 lot splits, subdivisions, easements, and amendments in December as compared to January, which had 14. The staff referred to the General Plan one (1) time, regarding Infrastructure. Ms. Kobus finished the zoning map for Claridon Township, which now includes Aquilla Village. In Middlefield Township, Ms. Crombie provided information on prohibiting large scale solar and using the Township's land use plan to make updates.

Legislative Updates: Ms. Crombie highlighted the House and Senate Bills that affect planning and zoning. HB 640: introduced January 12, 2026: This bill proposes to allow a board of health to conduct a site evaluation for any proposed sewage treatment system and not requiring an annual inspection without probable cause that the system is endangering public health. Ms. Crombie said no summary analysis has been released yet.

**10. Correspondence: None**

**11. Old Business:**

**A. Ohio Department of Agriculture Farmland Grant:**

Ms. Crombie said the board agreed at last month's meeting to apply for the Ohio Department of Agriculture Farmland Grant (ODA), which can be used as financial assistance to county governments to develop, update, or implement a Comprehensive Land Use Plan or Farmland Preservation Plan. Staff have sent letters to all communities within the County, agricultural non-profits, land trusts, educational institutions, and county level offices seeking a letter of support to include with the farmland grant application.

Ms. Crombie shared with the board the actual letter staff mailed out, which included letting everyone know of the plan, a link for more information about farmland on the farmland hub and requesting a letter of support from them for staff to include with the ODA grant application. She said she has received about ten letters of support so far. Mr. Bergansky asked how many letters of support had been sent out and Ms. Crombie said about forty. Mr. Mesok asked do we know which townships have not responded, maybe we can contact them. Chairman Gorris said the letters were mailed and emailed.

Ms. Crombie next showed the board the Ohio Department of Agriculture Land Use Planning Grant Application to give them an idea of what information is required. She highlighted various areas such as project summary, project narrative, work plan and timeline, data and mapping and budget summary. She said the board could use a consultant or not, and Ms. Kobus would perform detailed mapping

projects. The overall cost of staff time (10% in-kind match), printing, mileage and miscellaneous expenses would be \$24,978.60. It is a work in progress to detail time involved. Chairman Gorris said the big thing is waiting for responses from the community.

Mr. Claypool asked if this money could be used as an income source, Chairman Gorris said yes, if the application is approved, the county will be reimbursed for their involvement. It is a way to encourage communities to update their farmland plan. Mr. Bergansky said staff should send an email to those communities who have not responded yet, and Ms. Crombie said staff will call.

Ms. Crombie finally showed a letter staff drafted to the BOCC requesting a letter of support from them for the ODA grant. Chairman Gorris said to save time it would be easier to do a motion to approve moving forward with continuing the grant application and submittal along with modifying the letter to require approval from the Planning Commission board's three elected officials, the Chairman, Vice-Chairman, and Secretary/Treasurer.

Motion made by Mr. Bergansky to authorize staff to finish the ODA grant application and submittal and to move forward with sending the BOCC a modified letter requesting their support. Mr. Davis seconded the motion and upon a call for the vote, the motion passed unanimously.

## **12. New Business:**

### **A. Draft 2027 Budget Request:**

Ms. Crombie said Planning Commission's 2027 final budget request will be due in April, she is bringing the draft budget proposal to the board now to allow the next two meetings for discussion. Since the Farmland Preservation Plan is a big project, she would like to recommend staff hire a Planner II/Farmland Coordinator, as there was one in the past. This position would not only be dedicated to farmland preservation, but also lot split reviews and miscellaneous planning and zoning work. This would free up the Planner II/GIS Coordinator position currently held by Ms. Kobus so she could dedicate more time to GIS-related projects, interactive mapping and land use plans. The position could pay \$23.00 per hour, which is \$47,840.00 annually. No decision needs to be made now, but Ms. Crombie said she is making the board aware so money can be allocated to the 2027 budget. If there is an interest, she could start working on both the Planner II/GIS Coordinator and the Planner II/Farmland Coordinator job descriptions now and present them at next month's meeting.

Ms. Crombie said she is also looking to increase the budget for the Travel account for miscellaneous conferences, and the Equipment account for the purchase of a new computer with higher processing speeds for more complicated GIS work and a battery for the Administrative Assistant's computer battery back-up.

Mr. Claypool said \$1,300.00 for Travel is fine and he hopes these conferences will be more involved. Chairman Gorris said this information presented to the board is to start the conversation, as Ms. Crombie is preparing the final budget, she will be adding more information in as an FYI.

Mr. Bergansky asked if the Planner II/Farmland Coordinator would be a permanent staff member. Ms. Crombie said yes and she is bringing the 2027 budget request to the board to discuss the interest in the position. If the board would like she could wait till the farmland plan is updated to see what recommendations come from it. Mr. Claypool said there is a lot of information to consider. Chairman

Gorris said it is just a budget discussion. He asked Ms. Crombie if she could provide the preliminary task lists of the two Planner II positions discussed.

**B. Determination of Injurious Affect (ORC 711.24), Canyon Lakes, Phase 15, Sublot 406:**

Ms. Crombie said the owner of Sublot 406 of Canyon Lakes Colony Subdivision No. 15 requested the relocation of a storm water infiltration berm farther back on the lot, so it is immediately adjacent to the conservation area. Per Ohio Revised Code 711.24 a property owner may change any existing lots. But if it injuriously affects any of the lots, approval of those affected is required.

Ms. Crombie showed the proposed site plan of subplot 406. The area in blue is the storm water infiltration berm, which comes close to the house. The green area is the conservation area, and the pink area is the proposed relocation of the berm. Eighteen of the thirty-seven sublots within Phase 15 have storm water infiltration berms and an associated easement. The eighteen lots are located on the west side of Crescent Ridge and per Geauga Soil and Water Conservation District (GSWCD), these lots could not send storm water uphill, so individual lot treatment was necessary. If the berm is moved following the proper procedures, is the same size and is placed relatively in the same location, GSWCD indicated there should be no injurious affect.

Mr. Davis asked if the board knew why it was designed this way. Ms. Crombie said she was initially concerned that the proposed berm is disconnected from the adjoining one, but connection between the berms is not necessarily required, per GSWCD as it depends on site grading. Mr. Perfetto says this makes topographical sense. Mr. Fabig asked who pays for this relocation. Chairman Gorris said the homeowner does.

Mr. Davis asked if there are any adverse effects. Colleen Sharp, from (GSWCD) said she was not sure why the developers created it this way. She said water flows slowly and infiltrates into the berm and it provides treatment.

Mr. Davis asked if the board would require signatures from homeowners in the subdivision. Ms. Crombie said if it is determined there is no injurious affect, no signatures are required, but a motion is needed from the board to state there is no injurious affect. Mr. Johnson asked what the berm is, a permeable material? Ms. Sharp explained that it is made up of a mix of large and small aggregate materials to provide storm water quality.

Mr. Davis said he would like to make a motion to determine no injurious affect. Mr. Claypool asked if the motion could be modified to say, "there appears to be no injurious affect".

Motion made by Mr. Davis determining there appears to be no injurious affect, for Canyon Lakes, Phase 15 Sublot 406 based upon input from GSWCD, and seconded by Mr. Bergansky, and upon a call for the vote, the motion passed unanimously.

**C. 2025 Year End Report:**

Ms. Crombie said this report outlines staff work and projects over the past year. These include how many times the General Plan was used, Model Township Zoning Resolution language added, Township Assistance, Subdivision Activity, Zoning assistance, a chart breakdown of lot splits, easements, and other subdivision activity, and Buildable lots by Township. Some of the bigger projects were the Farmland

Preservation Plan Update, Land Use Plan Assistance, Buildings by Type layer performed by the GIS/Intern, Standard Operating Procedures Manual update, and Report on Mining Operations in Geauga County and miscellaneous projects, such as Info Sheet Series and New Housing Starts.

Mr. Bergansky asked if housing starts includes a house on a property that was torn down and rebuilt. Ms. Crombie said yes, but that a demolition permit would be of record too.

Ms. Crombie said she was thinking of changing the format of this report. Mr. Davis suggested next year staff create a graphic PowerPoint presentation.

Chairman Gorris directed Ms. Crombie to add it to the March meeting for the board to accept this document and post it to the website.

**13. Adjournment:**

Motion by Mr. Bergansky to adjourn the meeting, seconded by Mr. Miller and upon a call for the vote, the motion passed. Meeting adjourned at 8:41 a.m.



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Nick Gorris, Chairman



SG/TRC

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Enzo Perfetto, Secretary/Treasurer

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

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


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 10, 2026 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	1/13	DEX IMAGING <ul style="list-style-type: none"> <li>• Copier Usage – 2024 Carryover                             <ul style="list-style-type: none"> <li>○ 11/22/25 to 12/21/25                                     <ul style="list-style-type: none"> <li>▪ Split payment</li> </ul> </li> </ul> </li> </ul>	\$16.95
1159	COPIER USAGE	1/13	DEX IMAGING <ul style="list-style-type: none"> <li>• Copier Usage - 2025 Carryover                             <ul style="list-style-type: none"> <li>○ 11/22/25 to 12/21/25                                     <ul style="list-style-type: none"> <li>▪ Split payment</li> </ul> </li> </ul> </li> </ul>	\$131.50
1166	TRAVEL	1/13	LINDA CROMBIE <ul style="list-style-type: none"> <li>• Mileage Reimbursement – 2025 Carryover                             <ul style="list-style-type: none"> <li>○ Thompson Township Land Use meeting</li> </ul> </li> </ul>	\$25.48
1166	TRAVEL	1/13	ALLYSON KOBUS <ul style="list-style-type: none"> <li>• Mileage Reimbursement – 2025 Carryover                             <ul style="list-style-type: none"> <li>○ Thompson Township Land Use meeting</li> <li>○ Farmland Preservation Plan Task Force meeting</li> </ul> </li> </ul>	\$27.72
1159	COPIER USAGE	1/27	DEX IMAGING <ul style="list-style-type: none"> <li>• Copier Usage– 2025 Carryover                             <ul style="list-style-type: none"> <li>○ 12/22/25 to 1/21/26</li> </ul> </li> </ul>	\$48.27
<b>TOTAL</b>				<b>\$249.92</b>

  
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Nick Gorris, Chairman

  
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Enzo Perfetto, Secretary/Treasurer

<u>Planning Commission Revenues</u>	<u>Year to Date Balance:</u>
January	\$432.55
	<b>Yearly Total: \$432.55</b>

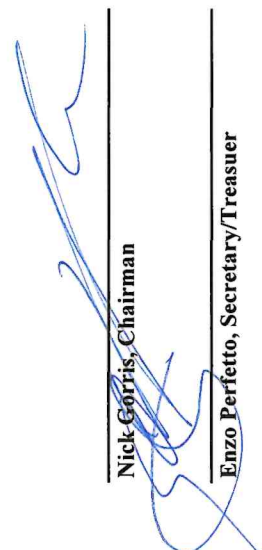
**GEAUGA COUNTY PLANNING COMMISSION**

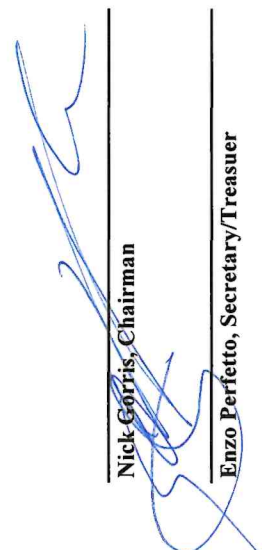
**FINANCIAL REPORT SUMMARY: Month of January 2026**

**BUDGET - PREPARED**

**3-Feb-26**

<u>Account</u>	<u>Annual Appropriation</u>	<u>Monthly Expenditure</u>	<u>Year to Date Expenditure</u>	<u>Balance</u>
Salaries	\$181,875.00	-\$13,242.96	\$13,242.96	\$168,632.04
Supplies	\$1,500.00	\$0.00	\$0.00	\$1,500.00
Hospitalization	\$30,879.00	-\$4,007.28	\$4,007.28	\$26,871.72
Medicare	\$2,650.00	-\$186.22	\$186.22	\$2,463.78
OPERS	\$25,480.00	-\$1,854.02	\$1,854.02	\$23,625.98
Worker's Comp.	\$90.00	\$0.00	\$0.00	\$90.00
Other Expenses	\$2,700.00	\$0.00	\$0.00	\$2,700.00
Equipment	\$0.00	0.00	\$0.00	\$0.00
Contracted Services	\$0.00	0.00	\$0.00	\$0.00
Covid -19 Expenses	\$0.00	0.00	\$0.00	\$0.00
Copier Usage Services	\$600.00	0.00	\$0.00	\$600.00
Travel	\$3,860.00	0.00	\$0.00	\$3,860.00
Advertising	\$325.00	0.00	\$0.00	\$325.00
Training	\$400.00	\$0.00	\$0.00	\$400.00
Member, Dues, Lic. Sub	\$4,100.00	\$0.00	\$0.00	\$4,100.00
<b>Total</b>	<b>\$254,459.00</b>	<b>-\$19,290.48</b>	<b>\$19,290.48</b>	<b>\$235,168.52</b>

  
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 Nick Gorris, Chairman

  
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 Enzo Perfetto, Secretary/Treasurer

# 2025 YEAR END FINANCIAL ANALYSIS

<i>Account</i>	<i>Amended Appropriation</i>	<i>Expenditure</i>	<i>Balance</i>	<i>% Used</i>
Salaries	178,274.00	\$178,271.22	\$2.78	100%
Supplies	\$1,000.00	\$962.66	\$37.34	96%
Hosp.	\$33,212.27	\$33,197.24	\$15.03	100%
Medicare	\$2,950.00	\$2,535.60	\$414.40	86%
OPERS	\$24,870.00	\$24,862.41	\$7.59	100%
Worker's Comp.	\$0.00	\$0.00	\$0.00	n/a
Other Expenses	\$3,062.73	\$1,974.79	1,087.94	64%
Equipment	\$2,500.00	\$2,500.00	\$0.00	100%
Contracted Services	\$0.00	\$0.00	\$0.00	n/a
Covid -19 Expenses	\$0.00	\$0.00	\$0.00	n/a
Copier Usage Services	\$700.00	\$404.63	\$295.37	58%
Travel	\$3,420.00	\$3,090.97	\$329.03	90%
Advertising	\$150.00	\$69.00	\$81.00	46%
Training	\$500.00	\$369.00	\$131.00	74%
Member, Dues, Lic. Sub	\$3,200.00	\$3,098.00	\$102.00	97%
<b>Total</b>	<b>\$253,839.00</b>	<b>\$251,335.52</b>	<b>\$2,503.48</b>	<b>99.01%</b>

Footnote: Final budget figures (amended appropriations) for various accounts differ from the initially approved amounts (original appropriations) because funds were moved between accounts to cover expenses in other areas.