



ANNUAL REPORT 2004

Lake County Planning Commission

*...connecting people, tools & trends
to form a vision of our future.*

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Comprehensive Planning & Statutory Duties

Lake County Coastal Development Plan Jason Boyd

The Lake County Coastal Plan Committee operating under the auspices of The Lake County Planning Commission will be able to look back upon 2004 as a year of tremendous accomplishments. The Lake County Coastal Development Plan and Engineering Feasibility Study (CDP) final draft was successfully completed in December, 2004 and was adopted in April of 2005 as part of the county-based initiative to refocus attention on the value of Lake Erie as a major environmental, economic and recreational resource. Similar to the Eastern Lake County Coastal Comprehensive Plan (September 2002) and Western Lake County Coastal Comprehensive Plan (July 2004) this document is intended to provide local/regional decision-makers and local citizens with a textual statement of goals, objectives and policies accompanied by maps to guide public and private development within its planning jurisdiction. More precisely, the CDP attempts to quantify the data and extract the most relevant information in order to synthesize a comprehensive integrated plan.

The plan includes conceptual engineering drawings for the following shoreline projects:

- Chagrin River (offshore breakwaters)
- Mentor-on-the-Lake/Mentor Beach Park (shoreline protection and park improvements)
- Mentor Harbor (offshore harbor entrance protection)
- Fairport Harbor (large scale marina)
- Perry Township Park (erosion protection, improved lake access and boat launch improvements)
- Townline and Stanton Parks (harbor of refuge, erosion protection and increased public lake/beach access)
- Madison Township Park (improved boat launch)

JJR, Inc. (Madison, WI) was obtained to complete the study under the guidance of the Lake County Planning Commission. The process for creating the CDP included the participation of representatives from numerous coastal communities through the formation of the Lake County Coastal Plan Committee. It also included the critical input of various representatives from the United States Army Corps of Engineers, Ohio Environmental Protection Agency, and the Ohio Department of Natural Resources in an advisory capacity.

The Lake County Planning Commission is extremely pleased with this planning document. Lake County now has a complete inventory of existing conditions and potential projects along its entire Lake Erie shoreline. The CDP describes the overall coastal environment and documents a plan in response to this environment resulting in an accessible, economically viable and locally relevant Lake County coastline.

Comprehensive Planning & Statutory Duties Continued

Coastal Development Plan Continued

The ability to bring all the coastal communities together over a 4-year time span provides proof that regional and/or countywide cooperation is possible. Our citizens and businesses understand the significance of the Lake Erie shoreline and how it can benefit everyone involved. The implementation of one or more of the shoreline projects identified will occur if we continue to work as a county and not individual entities.

The Lake County Planning Commission and the Lake County Coastal Planning Committee would like to express our appreciation to the multiple private, public and non-profit partners whose financial contributions made the project possible.

In 2005, the Lake County Planning Commission looks forward to the completion of the feasibility study and eventual project implementations along our shoreline. For more information, contact Jason Boyd @ 440-350-2740.

Western Lake County Coastal Comprehensive Plan Darrell Webster

The Planning Commission staff completed the above plan in August of 2004 with the assistance of a Coastal Management Assistance Grant from ODNR's Office of Coastal Management and The National Oceanic and Atmospheric Administration. The plan covers existing land use, zoning, utilities, demographics, geographic and geologic settings, history, and lake access of the adjoining communities. The plan was developed for each community with that community's input. This, along with the eastern study, formed the basis for the Lake County Coastal Development Plan completed by JJR, Inc.

Leroy Twp. & Painesville Twp. Comprehensive Plans Darrell Webster

Both Leroy and Painesville Townships requested the Planning Commission to prepare an update of their current comprehensive plans. Both plans were last updated in 1996. The purpose of updating these plans is to keep it current with an account for recent and future development pressures. The staff has been working with a review committee of residents and officials from each township to produce a questionnaire for distribution and analyses.

A draft has already been submitted to Leroy Township this year and the Planning Commission staff is looking forward to the completion of both these documents in 2005.

Lake County Comprehensive Plan Update Darrell Webster

The final draft of the Lake County Comprehensive Plan was completed by consultant David F. Gilmer per his contract with the Lake County Commissioner's. It was assigned to a review committee of the Lake County Planning Commission for review and recommendations. The committee recommended that the plan be continued in order to clarify several areas and add needed data not previously available.

Madison Twp. Rt. 20 Corridor Study

Dan Tasman

"Retail follows rooftops" is an age-old adage among those in economic development and planning. Those living in the far eastern portion of Lake County have often bemoaned the lack of retail outlets in the area, many driving to Mentor or Ashtabula for shopping and errands. In 2004, Wal-Mart Stores took notice of eastern Lake County's growing exurban population, and launched plans to build a 220,000 square foot store in Madison Township.

A new, large big box store would bring with it increased shopping choices for area residents, and draw new retailers and restaurants to the area. It would also increase traffic, and change the character of the Township. Madison Township leaders took a proactive approach, and decided to consult with the Lake County Planning Commission to craft a plan to address development along the U.S. 20 corridor. The planning process involved several community meetings, surveys and charettes. The plan will address transportation, access management, utilities; land use and retail diversity; strip development and urban design; agricultural preservation; architectural design and signage, and preserving a distinct sense of place in the face of growing development pressure.

Lake County Arts & Culture Dan Tasman

The Planning Commission has begun working with the Lake County Convention and Visitors Bureau to promote the arts in the County. One new program, the Arts and Culture Fund, awards grants to projects that further community participation in and public awareness of arts and culture. The Fund is intended to promote existing arts and culture-related events, and provide seed money for new, unique events and projects that have the potential for growth.

Comprehensive Planning & Statutory Duties Continued

Marsh Area Regional Coalition

Darrell Webster

The Marsh Area Regional Coalition (MARC) is a group of interested and concerned citizens and governmental agencies that want to preserve the Mentor Marsh. Over the past three years, they have studied the problems and conditions that effect the health and well being of the Marsh. The Mentor Marsh Special Area Management Plan was developed to set forth the problems and opportunities regarding the Marsh and to propose solutions for problems and best management practices. The Coalition has entered the next phase, which is the implementation of the Plan. The MARC is attempting to become a watershed group in order to become eligible for federal funding.

Vrooman Road Bridge Study

Dan Tasman

Vrooman Road is the major gateway to Leroy Township, and a principal access route to I-90 for residents and businesses in Perry Township and eastern Painesville Township. In 2004, the Lake County Planning Commission began working with the Engineering Department to investigate replacement of the deteriorating two-lane bridge on the Vrooman Road crossing. Homeland security issues related to the presence of the Perry Nuclear Power Plant – the need for better access to the Perry area from I-90, and another possible evacuation route in the event of an emergency— are driving efforts to improve the Vrooman Road crossing over the Grand River.

Two favored routes both involve high level bridges; one crossing the river and intersecting with State Route 84 at Madison Avenue, where Vrooman Road now ends – essentially straightening the current crossing – and the other extending Vrooman Road north to connect with Lane Road. The County Engineer anticipates the bridge crossing will be complete by 2010. The effects of a new bridge, including increased traffic, will influence policy in the upcoming Lake County Comprehensive Plan and Leroy Township Comprehensive Plan.

Port Authority Study Darrell Webster

The Planning Commission staff, in response to the Lake County Coastal Plan Committee and the Lake County Commissioners, sent questions and concerns regarding a county or regional port authority to the Prosecutor's Office to research. These questions were submitted by some of the local communities and port authorities. Upon receipt of the information from the Prosecutor's Office, a paper was prepared for the Board of Lake County Commissioners. In this paper, it was recommended to be more advantageous for

Port Authority Study Continued

everyone involved to have a regional port authority rather than a county port authority. This, of course, would only be pursued if there was enough community interest and if the Commissioners were to choose to establish such an organization to administer, enforce, maintain and fund coastal projects such as those outlined in the Lake County Coastal Development Plan.

Legislative Issues Darrell Webster

Senate Bill 115

During 2004, Senate Bill 115 was enacted making the following changes in subdivision law requested by the Lake County Planning Commission in Chapters 711 and 713, effective as of April, 2004.

The requirement of a preliminary plan was legalized.

Increasing the review time on subdivisions was only partially realized. Preliminary plans were set at 35 business review days instead of 30 calendar days. The final plat review time was not changed and remains at 30 calendar days.

The ability to require divisions of land 20 acres or less to obtain a lot split was granted with the exception of exempting lands for agriculture and personal recreational uses that are over four or five acres.

The County Commissioners were given the ability to provide a stipend for planning commission members.

House Bill 148

This bill changed the basis for zoning by removing morals and adding convenience, comfort, prosperity or general welfare. The bill also provides for the creation of an architectural review board to enforce compliance with zoning standards it may adopt pertaining to landscaping or architectural elements in areas zoned for residential use only.

Senate Bill 18

This bill was not originally written to change to the Zoning Enabling Acts of the Ohio Revised Code. It was written to cover changes to school districts and metropolitan housing districts. The changes strip the Enabling Acts for county and township zoning of all basis for zoning except public health and safety. This removes the recently hard won general welfare along with convenience, comfort and prosperity effectively stripping away much of the ability for townships and counties to do zoning. The bill did, however, give counties and townships the ability to have an architectural review board and to have it be able to regulate all districts rather than just residential districts.

Land Use Activity

Subdivision Activity in Lake County Townships in 2004

David Radachy

Final Plats & Preliminary Plans

During 2004, the Lake County Planning Commission approved 13 preliminary plans and eight final plats. The Planning Commission reviewed and approved two re-submitted preliminary plans and three re-submitted final plats. The Planning Commission also reviewed 19 variance requests dealing with everything from the design of the subdivision (block length, curve radius, etc.) to asking for permission to clear land early for the roads.

(See table to the right.)

Township	Preliminary Plans			Final Plat				
	Preliminary Plans	Resubmitted Preliminary	Tabled Preliminary	Final Plat	Resubmitted	Tabled Final	Recorded Plats	Variations
Concord	9	2	1	5	3	0	3	10
Leroy	1	0	1	0	0	0	0	0
Madison	1	0	0	0	0	0	1	0
Painesville	2	0	0	3	0	0	2	9
Perry	0	0	0	0	0	0	0	0
Totals	13	2	2	8	3	0	6	19

The Lake County Planning Commission preliminarily approved 423 sublots, final approved 339 sublots and tabled 39 preliminary sublots. At the end of 2004, there were 349 sublots

waiting for final approval from the Planning Commission and 586 sublots waiting to be recorded.
(See chart below.)

TOWNSHIP	Preliminary Plan Sublots			Final Plat Sublots			
	# New	# Existing*	Total	# Proposed	# Existing	Total	# Recorded
Concord	156	137	293	92	214	306	67
Leroy	0	0	0	0	0	0	0
Madison	41	19	60	0	33	33	30
Painesville	226	16	16**	247	0	247	156
Perry	0	0	0	0	0	0	0
Totals	423	172	349**	339	247	586	253

*Contains some existing sublots prior to 2004 that have not received final approval from the Planning Commission.

** Total preliminary sublots that have received final approval by December 31, 2004. This number equals the total number on file at the end of 2004. If a subdivision went from preliminary to final plat, those sublots are counted in # of new preliminary sublots, but not in the total preliminary sublots left on file at the end of 2004.

Concord Township led the five townships in subdivision activity. Nine of the 13 preliminary plans, five of the eight final plats submitted and 10 of the 19 variances requested were in Concord Township. Concord Township also has 78% of the sublots waiting for final approval and 52% of the sublots wait-

ing to be recorded.

Three of the six recorded subdivision plats were located in Concord Township. Painesville Township, however, was the leader in quantity of new sublots with a total of 156 and Concord Township added only 67 in 2004.

Land Use Activity Continued

Minor Subdivision Activity David Radachy

In the year 2004, the Lake County Planning Staff reviewed and approved 58 lot splits in the five townships. This figure is below the 95 lot splits per year average that were reviewed during the four-year period of 1999 to 2003.

Madison Township had the most lot splits of the five townships in 2004 with 14 splits, followed closely by Concord Township with 13. Painesville Township and Leroy Townships both had 11 and, finally, Perry Township had nine splits.

The following minor divisions of land were performed by the Planning Commission in 2004:

Property Line Adjustments: *Property transfers between neighbors.*

The staff reviewed 38 lot line adjustments in 2004. That was an increase from the 32 reviewed in 2003.

Property Divisions: *Land divisions greater than five acres.*

The Planning staff also reviewed 19 acreage transfers. This was an increase from the 10 we reviewed in 2003 and the 18 that were reviewed in 2002. The land division becomes a lot of record on the tax rolls.

Governmental Reviews: *Lot line adjustments and lot splits that transferred property from private ownership to a township, county or state for governmental purposes.*

In 2004, the Planning Commission staff handled 87 governmental reviews; most involving the widening of US Rt. 20 in western Painesville Township.

Presentation of New Lot Split Rules

David Radachy

A workshop was presented on new minor subdivision rules and processes in Lake County. Those invited to attend were title agents, surveyors and engineers who routinely perform minor subdivisions in Lake County. David Radachy presented the minor subdivision process, new definitions of types of minor subdivisions and new rules on minor subdivisions.

Land Use & Zoning Committee

Update David Radachy

Lora Diak from Madison Township, Richard Terriaco from Concord Township and Mark Welch from Perry Township were reappointed to the Land Use and Zoning Committee in 2004.

Gary Stephan from Madison Township resigned in August during the reappointment period. Mr. Stephan served the Land Use and Zoning Committee for six years. He was replaced by Jerome Klco from Madison Township.

Alan Erickson from Leroy Township resigned in December 2004. Mr. Erickson was the longest serving member of the

LUZ Committee Update Continued

committee; he was appointed in 1988. Evelyn Ross is now the longest serving member; she was appointed in 1994. Ed Hazel was appointed to complete Mr. Erickson's term ending in August 2006.

For any questions regarding the land use and zoning cases reviewed this year or the Committee in general, contact *Senior Planners*, David Radachy or Jason Boyd at 440-350-2740.

Land Use & Zoning Activity

The Lake County Land Use and Zoning Committee (LUZ), along with the Lake County Planning Commission reviewed 47 zoning cases in 2004 from the County's five townships. This is an increase from the 28 cases that were reviewed in 2003, the 16 cases that were reviewed in 2002, and the 32 cases from 2001. The following is a basic breakdown of LUZ activity for 2004:

18 Zoning District Changes

Concord	5
Leroy	0
Madison	2
Painesville	6
Perry	5

The LUZ Committee recommended approval to the Planning Commission on 13 of the 18 zoning district cases. Three of the remaining cases received a recommendation to deny approval, one was withdrawn and no recommendation was made on the case remaining.

Recommended text amendment approvals were made to the Planning Commission on 27 of the 29 cases. One of the remaining cases received a recommendation to not approve and no recommendation was made on the remaining case.

29 Text Amendments

Concord	8
Leroy	5
Madison	15
Painesville	0
Perry	1

WHAT IS A COMPREHENSIVE PLAN?

The adopted official statement of a legislative body of a local government that sets forth (in words, maps, illustrations, and/or tables) goals, policies, and guidelines intended to direct the present and future physical, social and economic development that occurs within its planning jurisdiction and that includes a unified physical design for the public and private development of land and water. (*Growing Smart Legislative Guidebook*)

Public Information Services

Geographic Information Systems

Jason Boyd

The Planning staff continued to expand on the output of Geographic Information Systems (GIS) products in 2004. In addition to the daily mapping responsibilities, specific GIS projects this year have included:

- Lake Communities Development Corp.
- Lake County Recreation Inventory
- Western Lake County Coastal Comprehensive Plan
- Leroy Township Comprehensive Plan
- Painesville Township Comprehensive Plan
- Madison Route 20 Corridor Study
- Lake County Public Officials Directory
- Lake County General Health District: Health Clinic Maps
- Zoning Map Updates for Leroy, Perry, Painesville, Concord and Madison Townships

To request a site or topic specific map, please contact Senior Planners, Jason Boyd or David Radachy @ 350.2739.

Community Development

Home Investment Partnership Program

Marian Norman

Funds from this Federal entitlement grant received by the Board of Lake County Commissioners from the U.S. Department of Housing and Urban Development are used to create and preserve affordable housing for persons and households with incomes at or below 80% of the area median income. Administration funds in the amount of \$65,136 were expended to cover the cost of program administration, staff time, brochures and homebuyer training; as well as funds to the Fair Housing Resource Center. During the past year, a total of \$400,000 has been expended through this program on program administration and project activities. Project funds were expended on the following activities:

- Security Deposit Assistance totaling \$60,000, which assisted 152 households
- Countywide Down Payment Assistance totaling \$75,000 for 15 households
- USDA Down Payment Assistance totaling \$22,000 for 11 households
- New Construction Subsidies totaling \$30,000 for three single-family units
- Rental Subsidy of six "large-family" disabled households
- Acquisition-Rehabilitation-Resale of single-family homes

Census Requests Darrell Webster

During the course of a year, the staff receives many requests for census information. These requests range from a simple population request to doing research for store locations by providing total populations within various miles of a site as well as income, age breakdown of the population, and many other items. Staff answers approximately 1200 to 2000 inquires a year.

Fair Booths David Radachy

The Planning Commission staff set up the Commissioners' display booth for Painesville's Party-in-the-Park, It's Better in Mentor Days, and the Lake County Fair. The staff also coordinates the schedule to keep the booth manned with employees from the Planning Commission and the Board of Lake County Commissioners. In addition, the staff coordinates all the booths for the elected officials and County departments for the Lake County Fair.

Home Investment Partnership Continued

In order to comply with the complex program regulations established by HUD for the Home Investment Partnership Program and perform required monitoring of funded activities, additional dedicated staff time was needed. As a result, at the end of the year, Marian Norman was transferred from the Lake County Planning Commission staff to the Commissioners' Federal Grants Office to serve as full time Home Program Manager.

Fair Housing Marian Norman

Staff members continued their involvement with fair housing issues by working with the local fair housing service provider, Fair Housing Resource Center, Inc. (FHRC), and with the five-county regional group known as Northeast Ohio Fair Housing Alliance (NOFHA). FHRC has enabled residents of Lake County to enjoy a greater sense of security in their homes by being aware of their rights.

FHRC's Housing Counselors have assisted Lake County residents on housing issues including: eviction prevention, repair requests, security deposit recovery, and mortgage delinquency prevention. FHRC continues to take hundreds of calls every month on these issues as well as expanding to review rental agreements and mortgage processes. Ohio Housing Trust Fund approved a grant to provide landlord/tenant counseling services to residents at or below 35% of the County's median income.

Office Activities

Budget Summary for 2004

Elaine Truesdell

Total Appropriations		\$474,627
Expenditures:		
Salaries, Benefits	\$427,319	
Supplies	3,918	
Travel, Mileage	2,884	
Contracts	3,993	
Equipment	9,557	
Postage, Printing	8,698	
Other Expenses	3,018	
Education	485	
Total Expenditures		\$459,872
Total Unexpended		\$ 14,755

Major Equipment Purchases:

Laptop computer	\$1,960
Server-Receiver Module	\$2,000
ESRI Software	\$3,820
Website Software	\$350
Haines Directory	\$220

Staff Changes Darrell Webster

Intern

The Lake County Commissioners graciously provided funds so the Planning Commission was able to hire an intern for the 2004 budget year.

Jonathan Ciesla was hired in May of 2004 and worked through December 25, 2004. Jonathan was very helpful to the full-time staff by assisting them in fielding daily information questions, handling lot splits, assigning house numbers, and assistance in writing sections of the township comprehensive plans.

Marian Norman, Administrative Coordinator

After December, 2004, Marian Norman can be reached as Home Project Manager through the Home Investment Partnership Program at 440-350-2339, 105 Main Street, Painesville, OH 44077.

Her census and Lake County demographic responsibilities will continue to be handled by the Planning Commission staff.

Conferences, Meetings & Training

Ann Myers

The following list of meetings, conferences and related organizations demonstrates the involvement of the Planning Commission members and staff in diverse planning related activities:

- | | |
|---|---|
| Affordable Housing-Levin College | NOACA Transportation Advisory Council |
| American Planning Association | Northeast Ohio Fair Housing Alliance |
| Army Corps of Engineering | N. E. Ohio Watershed Council |
| Lk. Co. Arts & Culture Committee | Nurserymen on Agriculture Zoning |
| Balanced Growth Initiative Steering Committee | ODNR-Office of Coastal Management |
| Chagrin River Watershed Partners | Ohio County Commissioners Association Conference |
| Cleve. City Club Plan Seminars | Ohio Department of Transportation |
| Coastal Mgmt. Community Committees | Ohio Great Lakes Strategy Meeting |
| Coastal Plan Feasibility Study | Ohio Planning Conference Zoning Workshop |
| Coastal Resources Adv. Council | OSU Cooperative Extension Advisory Board |
| Community Improvement Corp. | Painesville City Economic Development |
| Down Payment Training Program | Painesville City Schools Meetings |
| Fair Housing Resource Center Fair | Painesville Township Comprehensive Plan Committee |
| Housing Fund Committee | Painesville Township Fire Department |
| FEMA Flood Map Meeting | Painesville Twp. Flexible PUD Review |
| Friends of Arcola | PowerPoint Class |
| GIS Users of Northeast Ohio | Soil & Water Conservation District Annual Meeting |
| Grand River Watershed Partners | State Route 86 Study |
| Gr. Wild & Scenic River Advisory | Subdivision Pre-application Mtgs. |
| Holden Arboretum - Tourism | The Cleveland Foundation Fund |
| HOME Down Payment Program | Transportation Funding with Rep. Latourette |
| Housing Coalition | Trustees and Clerks Association |
| HUD Consolidated Plan | U.S. Coastguard Visitation |
| Lake Metropolitan Housing Authority | Utilities Appeals Board |
| Lk. Co. Arts and Culture Task Force | Vrooman Road Study |
| Lk. Co. Coastal Plan Committee | West Lk. Co. Coastal Plan Committees |
| Lk. Co. Comprehensive Plan Review Committee | Western Reserve Resource Conservation & Development |
| Lake County Community Development Corp. | |
| Lake County Development Council | |
| Economic & Legislative Forums | |
| Lake County Economic Development Ctr. | |
| Lk. Co. Planning Commission | |
| Land Use and Zoning Committee | |
| Laketrans | |
| Leroy Twp. Comprehensive Planning Committee | |
| Madison Twp. Rt. 20 Corridor | |
| Marsh Area Regional Coalition | |
| Minor Subdivision Workshop | |
| NAACP Annual Meeting | |
| NOACA Planning Advisory Council | |

Lake County Planning Commission
Member Roster

**Land Use and Zoning
Committee**

Russell D. Schaedlich
Chairman

Timothy C. Brotzman
Vice-Chairman

Stephen J. Adams
*Alternate Richard J. Morse

Robert E. Aufuldish
Lake County Commissioner
*Alternate James V. Aveni

Thomas C. Fitzmaurice

Geraldine F. Hausch
*Alternate Evelyn Ross

Vanessa T. Pesec

Walter R. Siegel

Wayne J. Simon
*Alternate Eugene Politzer

Raymond E. Sines
Lake County Commissioner
*Alternate Christopher Galloway

Daniel P. Troy
Lake County Commissioner
* Alternate Peter F. Spittler

Darrell C. Webster
Director

Marian A. Norman
Administrative Coordinator

Daniel Tasman
Principal Planner

David J. Radachy
Senior Planner

Jason Boyd
Senior Planner

Elaine M. Truesdell
Administrative Assistant

Ann Myers
Secretary

Laura Diak
Madison Township

Ruth Garland
Perry Township

Al Erickson
Leroy Township

Howard Haycox
Painesville Township

C. Richard Hulihan
Concord Township

Jerome Klco replaced Gary
Stephan 8/04
Madison Township

Richard J. Morse
Painesville Township

Evelyn Ross
Leroy Township

Richard Terriaco
Concord Township

Mark Welch
Perry Township

**Lake County Planning
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