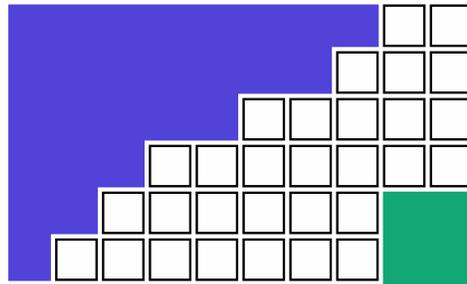
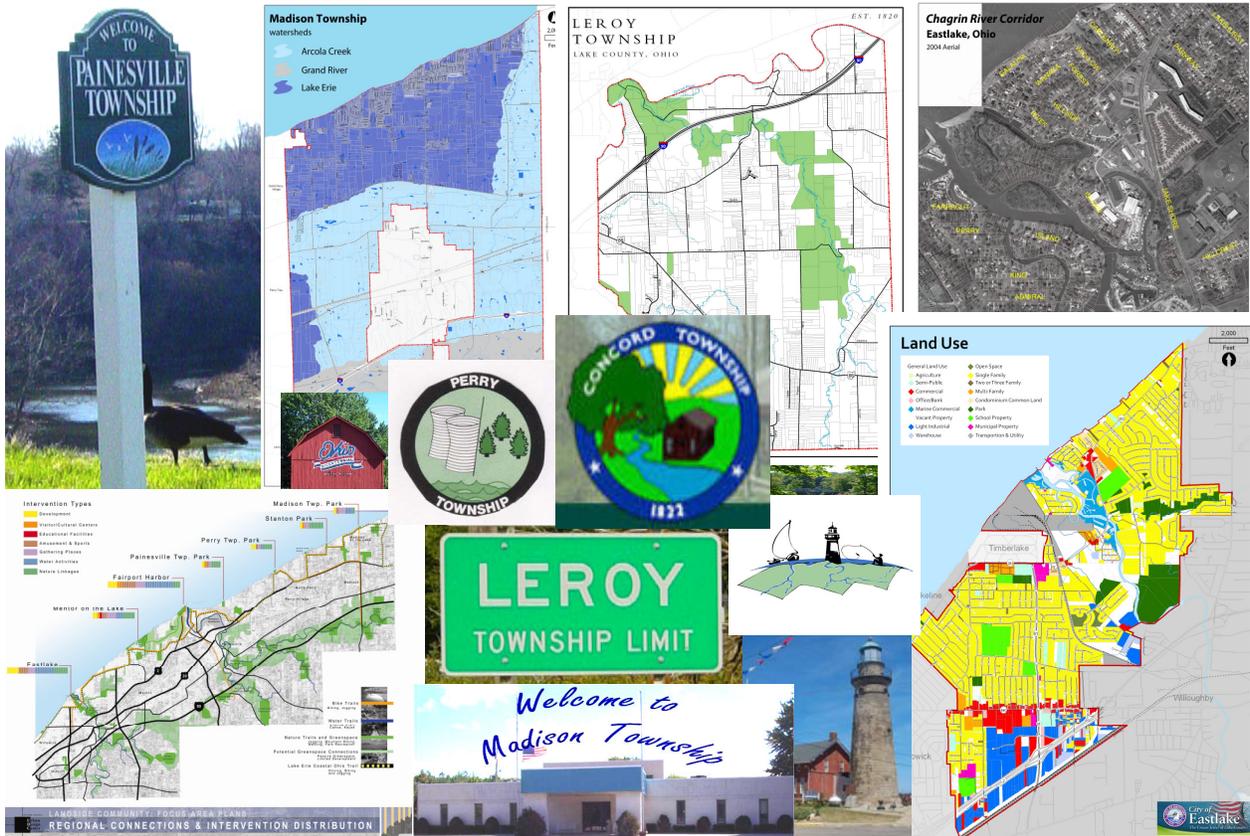


# LAKE COUNTY



# PLANNING COMMISSION

## 2008 Annual Report



## **The Lake County Planning Commission...**

is responsible for determining the consistency of development proposals with adopted plans for township areas. Land use control responsibilities also include development review for consistency with zoning and subdivision regulations and thoroughfare plans. The Planning Commission administers and takes final actions on the major subdivision of land for the unincorporated areas in Lake County. It coordinates the multi-agency review of subdivision plans and ensures conformity with the County's regulations.



## **The Lake County Planning Commission staff...**

provides various planning activities including subdivision compliance, community planning, and development review, including minor subdivisions of land in the unincorporated areas. The staff prepares and disseminates information and maps on a variety of subjects related to planning that are available for public and agency use. It maintains Census and other data on population, housing, zoning, building activity and many physical and land use features. The staff coordinates and assigns street addresses for Concord Township, Kirtland Hills, Leroy Township, Painesville Township (Township issues addresses created by staff), Perry Township and Waite Hill.



# Lake County Planning Commission

## PLANNING COMMISSIONERS MEMBERS

	◆	Stephen J. Adams	◆
	◆	Timothy C. Brotzman	◆ <i>Lake County Commissioners:</i>
Walter R. Siegel, <i>Chair</i>	◆	Geraldine F. Hausch <i>Alternate Evelyn Ross</i>	◆ Robert E. Aufuldish <i>Alternate James V. Aveni</i>
Vanessa T. Pesech, <i>Vice Chair</i>	◆	Richard J. Morse <i>Alternate Richard Terriaco</i>	◆ Raymond E. Sines <i>Alternate Richard Smith</i>
Darrell C. Webster, <i>Secretary</i> (Retired 1/31/09)	◆	Russell D. Schaedlich <i>Alternate David Franz</i>	◆ Daniel P. Troy <i>Alternate Larry Klco</i>
	◆	Randall H. Zondag	◆

## STAFF

Jason W. Boyd, Director	Darrell C. Webster, Director
David Radachy, Senior Planner	Retired 1/31/09
Elaine Truesdell, Office Admin./Manager	Daniel Tasman, Principal Planner
Ann Myers, Administrative Assistant	Until 5/15/08

## LAND USE AND ZONING COMMITTEE

Lee Bodnar—Painesville Township	Jeff Kenyon—Leroy Township (2-25-09—Present)
Laura Diak—Madison Township	Jerome Klco—Madison Township
Ruth Garland—Perry Township	Richard Morse—Planning Commission
Ed Hazel—Leroy Township (Resigned 1/09)	Evelyn Ross—Leroy Township
Howard Haycox—Painesville Township (Resigned—8/26/08)	Richard Terriaco—Concord Township
C. Richard Hullihen—Concord Township	Vince Urbanski—Painesville Township (8/26/08—Present)
	Mark Welch—Perry Township

## LAKE COUNTY COASTAL PLAN COMMITTEE

<i>Chair</i> —Jason Boyd		<i>Vice Chair</i> —Bruce Landeg	
<i>Secretary</i> —Vince Urbanski			
Larry Advey	David Gilmer	Deborah Neale	Charles Stephenson
Harry L. Allen, Jr.	Thomas Hilston	David Noble/	Bryce Tischer
Ronald Balog	Angela Keneven-	Steve Madewell	Ronald Traub
Lee Bodnar	Zanella	Mark Rising	Mark Welch
Al Buescher	Ellen Foley Kessler	Thomas Rutledge-	Robert Zeitz
Mark Cain	James Kish	(Deceased 2/09)	
Kyle Dreyfuss-Wells/	Ed Klco	Dennis Sholtis /	
Amy Brennan	Kurt Kraus / Bob Martin	James Cardina	
(Alt. Mindy Hayes)			



March 2009

## **A New Era at the Lake County Planning Commission**

Dear Friends,

At this time most are aware of my retirement and have seen the two articles that were published in News-Herald. It is with mixed emotions that I write this letter to bring my years of service to a close. My directorship was completed on January 30, 2009, after 44 years of public service, all of which has been with the Lake County Planning Commission. I feel it is time for me to spend time with my family and explore other meaningful activities where I have not had the time to devote. I have enjoyed the years I have spent serving the public and trying to make a difference where I could. I will miss the association I have had with everyone and I look forward to forming new and different ones in the future. While I will not be at the office everyday, I will be around in the County and look forward to my continued friendship with everyone.

The Planning Commission and I are proud to have announced my successor, Jason Boyd. Effective February 2, 2009, Jason became the sixth Director of the Planning Commission. I would ask your kind support for him and the staff as he will take leadership in these troubled economic times with a reduced staff and high expectations. I have worked with Jason for the past eight years and am extremely confident in the leadership ability and planning and zoning knowledge base he brings to the position. Jason has successfully transitioned from Staff Planner to Senior Planner and now director, and continues to serve on multiple community boards and committees. You should be assured he will bring the same professional and friendly work ethic I worked to achieve in my tenure. As we move into the New Year, I encourage you to give Jason a call or email to introduce yourself.

I want to also give my heart felt thanks to the current staff, Elaine Truesdell, David Radachy and Ann Myers as well as the many former staff and co-workers too numerous to list for all their hard work and support over the years. I also want to thank the Planning Commission members both present and past for their faith and support in me.

I have enjoyed coming to work every day since Nov. 9, 1964 and want to thank everyone for their contribution to my professional experience. It was a great experience and wonderful opportunity that I will never forget.

Sincerely,

A handwritten signature in blue ink that reads "Darrell C. Webster". The signature is written in a cursive style with a large initial "D".

Darrell C. Webster



March 2009

### From the Director's Desk

Dear Friends,

I have been chosen to succeed Mr. Darrell Webster as Director of the Lake County Planning Commission. I've been with the Planning Commission since 2000 and will hit the ground running building upon the guidance provided by Mr. Webster and the Planning Commission board.

As we transition into a new era, our office will work under an open door policy and welcome your participation in future planning, zoning, community development, economic development and GIS activities. While we do not know what tomorrow holds for Lake County, it is extremely important to be proactive in our long-term planning strategies. Our staff will continue to work on a county-wide level with an understanding and respect of the unique and valuable attributes of all our great communities.

While the economic environment of 2008 did impact the subdivision side of our operation, the long-term comprehensive planning division experienced elevated work loads. I encourage you to take a few minutes to review the 2008 Annual Report to learn more about the Planning Commission and our role in the County.

Furthermore, I encourage you to attend the 4<sup>th</sup> Annual Northeast Ohio Planning and Zoning Workshop on June 5<sup>th</sup>, 2009 at LaMalfa in Mentor, Ohio. The workshop provides a low cost educational opportunity for elected officials, planning/zoning boards and professional and citizen planners.

Feel free to contact me if I can be of assistance to you in the future or simply stop by our office to say hi. I look forward to meeting you and introducing our team.

*"It's not the plan that's important, it's the planning."*

*Dr. Gramme Edwards*

Sincerely,

A handwritten signature in blue ink that reads "JWB" followed by a stylized "Boyd".

Jason W. Boyd

Director



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## Comprehensive Planning

By Jason Boyd

Comprehensive planning was the primary activity in 2008. The following draft documents were prepared by staff and are expected to be adopted in 2009:

- ✦ Madison Village Comprehensive Plan
- ✦ City of Eastlake Comprehensive Plan
- ✦ Madison Township Comprehensive Plan
- ✦ Madison Route 20 Corridor Study
- ✦ Lane Road Corridor Study (Perry Township)
- ✦ North Perry Village Comprehensive Plan

## Zoning Services

By Jason Boyd

Multiple communities requested our technical input on various zoning / planning issues in 2008. It is evident that communities are catching their breath from the past decade of fairly consistent development and are beginning to review their resolutions and ordinances to ensure future growth is in accordance with the Comprehensive Plan. Many of our communities zoning ordinances have not been revised for decades which create unnecessary obstacles for the private sector. New topics included architectural design guidelines, improved signage, mixed use zoning, waterfront development, riparian setbacks, zoning district analysis and GIS mapping.

## Lake County Coastal Plan

By Jason Boyd

Finally! After 5 years of hard work, the Coastal Plan received word in January 2008 that four projects (Eastlake, Mentor, Perry Township and Madison Township) would receive a share of a \$1.25 million State of Ohio 2009 Capital Budget Bill Appropriation. Staff worked closely with the Lake County Port Authority to secure the resources. Special thanks are extended to Senator Grendell, Representative Fende and former Representative Schindel for their support of the Coastal Plan.

Congratulations are extended to the leadership of North Perry Village for officially moving forward with the Townline Park lakefront enhancement project. Upon completion (2009), the transformed lakefront will include a three lane boat launch in a safe harbor, improved fishing access and a new beach for use by Village residents.

The Coastal Plan Committee and staff continued to forge a dynamic relationship with the Lake County Port Authority in its relentless efforts to begin project implementation. While the resources secured from the State provided a solid foundation, much work remains.



## Major Subdivision Activity

By David Radachy

In 2008, there were one preliminary plan and two final plats submitted and approved by the Lake County Planning Commission. The Planning Commission members also reviewed one resubmitted final plat.

Forty-eight new proposed sublots were added to the list of proposed sublots in the five Lake County Townships. This brought the total up to 709 proposed sublots. Concord Township was the only township to have a preliminary plan filed and the only one to have new proposed sublots added to its total.

Currently there are eleven approved final plats in Concord still in the construction process, one in Leroy, four in Madison Township and two in Painesville Township. Also, there are six subdivisions in Concord Township with preliminary approval, one in Leroy Township, two in Madison Township and two in Painesville Township. Perry Township had no subdivisions with preliminary or final approval. Three of the subdivisions with preliminary approval in Concord Township were granted one-year extensions of their approvals.

One subdivision was recorded in 2008, adding 14 new sublots to the property tax roll in 2008. This subdivision was located in Concord Township.

Community	Number of Preliminary Plans	Number of resubmitted Preliminary Plans	Number of Final Plats	Number of Resubmitted Final Plats	Recorded Subdivisions	Variances
Concord	1	0	2	1	1	0
Leroy	0	0	0	0	0	0
Madison	0	0	0	0	0	0
Painesville	0	0	0	0	0	0
Perry	0	0	0	0	0	0
<b>Total</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>0</b>

Community	Proposed new Sublots	Existing Proposed Sublots	Total Proposed Sublots	Recorded Sublots
Concord	48	376	424	14
Leroy	0	33	33	0
Madison	0	112	112	32
Painesville	0	140	140	0
Perry	0	0	0	0
<b>Total</b>	<b>48</b>	<b>661</b>	<b>709</b>	<b>14</b>

## Minor Subdivision Activity By David Radachy

Lot split (buildable parcels 5 acres and smaller), large lot divisions (buildable parcels over 5 acres to 20 acres) and property divisions (parcels over 20 acres) are the categories of minor subdivisions that create new buildable lots. In the year 2008, the Lake County Planning Commission staff reviewed and approved 21 lot splits, and 15 large lots. There were only 36 new lots added to the tax roll through the minor subdivision process.

Leroy Township had the most buildable lots created of the five townships in 2008 with 11 splits and large lots, and they were followed closely by Madison Township with 10. Concord Township had eight, Perry had four and Painesville Township had three.



## Subdivision Regulations Updating

By David Radachy

The staff has made some strides in the Lake County Subdivision Regulations update process. This past year, Sections 2, 3, and 4 of Article III, Article IV and Article V were revised. These changes were based on the 2000 County Commissioners Association of Ohio and County Engineers Association of Ohio model subdivision regulations. We have had input from the Townships, the reviewing agencies, prosecutor and the local chapter of the Homebuilders Association.

The changes included updating language. For example, our regulations currently reference the County Engineer for soil erosion control, and that is handled by the Soil and Water Conservation District. We changed design standards in Article IV, block length, cul-de-sac length, etc. The new regulations will also reference other agency's standards (Utilities, County Engineer, ODOT, etc.). Common Access Driveway easements and hillside regulations were added as part of the change. Finally, staff revised the surety and bonding process.

Subdivision Regulations updating has been a long process that is still continuing. The Planning Commission had a public hearing on these regulations in October and December of 2008. These updates are required to be passed by the Planning Commission and then forwarded to the Board of County Commissioners for a public hearing and acceptance. This should be accomplished in early 2009.

## Land Use and Zoning Summary

By David Radachy

### Zoning Cases:

The Lake County Land Use and Zoning Committee (LUZ), along with the Lake County Planning Commission reviewed twelve zoning cases in 2008 from the County's five townships. The following is a basic breakdown of LUZ activity for 2008:

2 Zoning District Changes	
Concord	0
Leroy	1
Madison	0
Painesville	1
Perry	0

10 Text Amendments	
Concord	4
Leroy	3
Madison	1
Painesville	1
Perry	1

### Land Use & Zoning Committee Members Update:

Mr. Morse stepped down as one of Painesville Township's representatives on the Land Use and Zoning Committee in 2007, and returned to represent the Planning Commission. Mr. Lee Bodnar filled Mr. Morse's place as a Painesville Township representative, and completed the remaining portion of the unexpired term. He started his first complete term in 2008.

Representatives of Concord Township, C. Richard Hullihen and Richard Terriaco, were reappointed to the Committee in August of 2008. Mr. Hullihen and Mr. Terriaco are starting their second terms.

Mr. Howard Haycox resigned as Painesville Township's representative after completing two terms and was replaced by Mr. Vince Urbanski.



## NE Ohio Planning and Zoning Workshop

By David Radachy

On Friday, June 20, 2008, planners from Ashtabula, Geauga, Lake and Trumbull Counties held a Planning and Zoning Workshop at the Banquet Room at St. Mary's in Chardon, Ohio in Geauga County. 116 attendees represented local counties, cities, villages, townships and consultants.

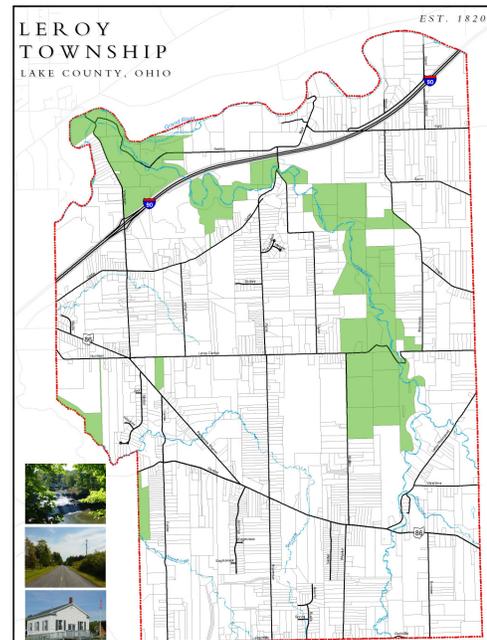
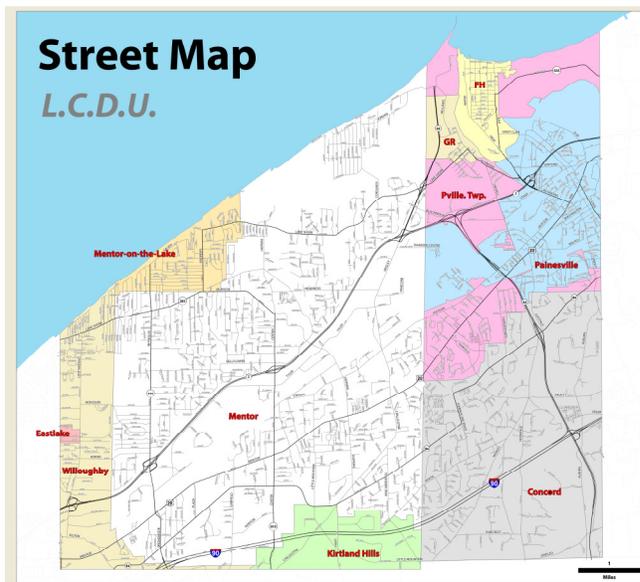
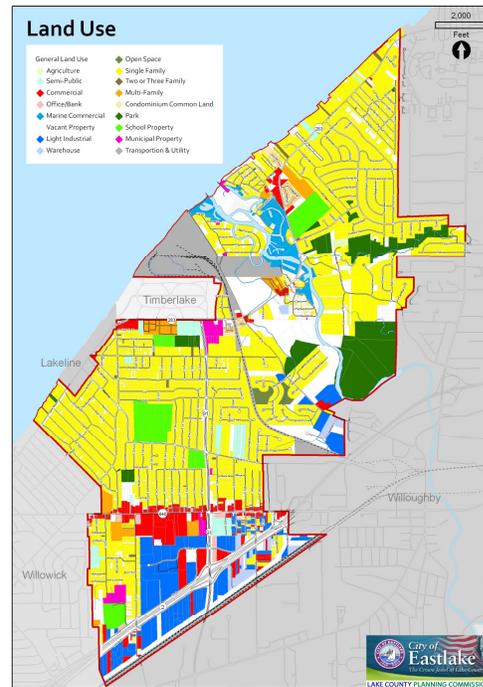
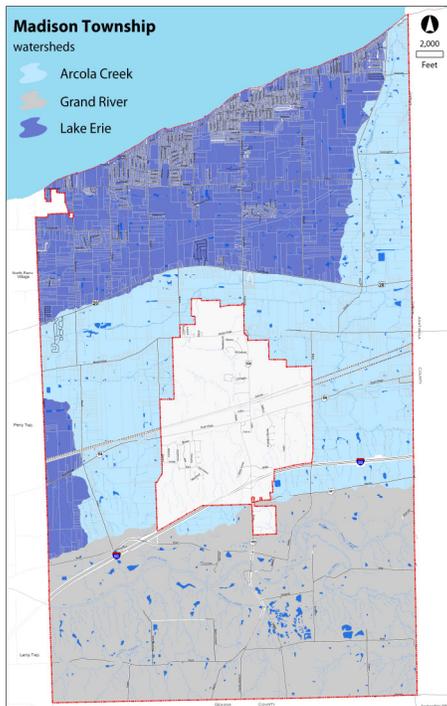
The welcome was given by David Lelko, City Manager of Chardon, and the keynote was given by Honorable Timothy Cannon, Judge of Eleventh Court of Appeals. Participants then broke into concurrent sessions on topics including special projects on Lake Erie, site plan review procedures, oil and gas drilling, and protecting the right open space in today's developments. Farmland protection, how to run an effective meeting, multi-jurisdictional planning, and sign rules were also topics. These diverse topics encouraged informative discussions amongst the participants and the speakers.

The planners of Lake, Geauga, Ashtabula and Trumbull will also be preparing another workshop for the spring of 2009. Next year's workshop will be in Lake County.

## Lake County GIS (Geographic Information System) Activity and Graphics

By Jason Boyd

*A picture is worth a thousand words.* This statement could not be truer when explaining the benefits of GIS to the Lake County communities. The ability to graphically represent planning, zoning, development and preservation ideas on a map is a powerful tool in the public meeting arena. Below is a small example of maps and graphics prepared by staff to assist various communities in the planning process:

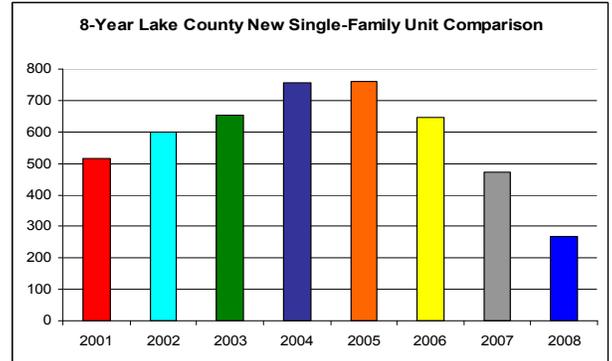


## Countywide Building Permits

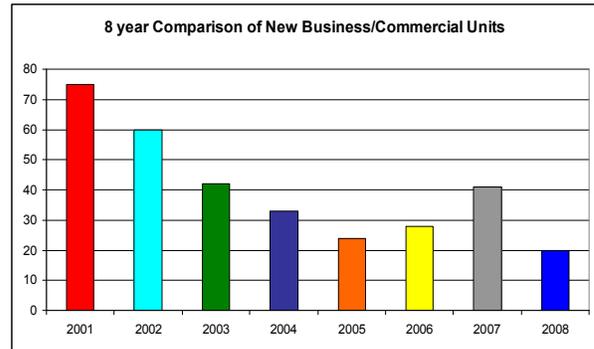
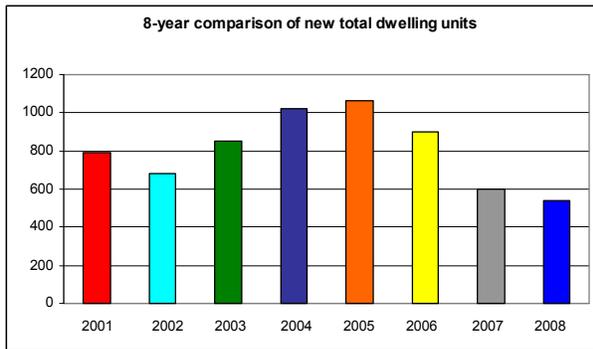
By Ann Myers

### 8-Year Comparison of Total New Permitted Units in Lake County :

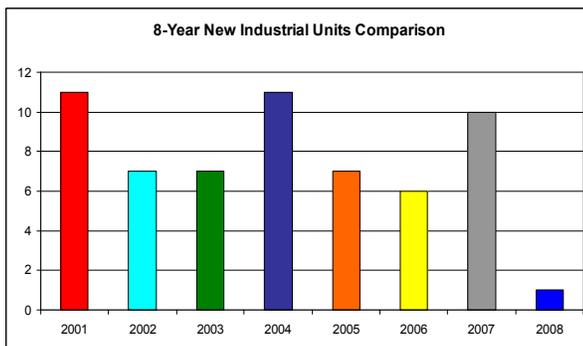
Lake County has been caught up in the national housing economic downturn of the last few years. In 2005, the area experienced the largest increase in the number of new single-family units in the County's 23 communities with 760 units. Probably due to the economic downturn in 2008, this figure decreased to the lowest amount of new starts in the 8-year comparison period with 323; a little less than half of the 2005 figure.



The outlook is similar for total new dwelling units, which includes single-family, two-family, condos (3 unit buildings) and multi-family residential units. Except for the two multi-family unit projects in October in Painesville Township (96) and the City of Willoughby (48), the number of dwelling totals would have been much lower in 2008.



New Business/Commercial units in 2007 appear much higher than 2008. This was due in most part to the permit for the new Tri-Point Hospital issued in 2007. The lowest total number of permits recorded in this eight-year period was in 2008 when the total reached only 20 permits recorded compared with 41 in 2007.



There was also a large downturn in the new Industrial permits issued in 2008 compared to the previous seven years. Only one permit was issued in 2008 compared to 10 in 2007 and 11 in 2001 and 2004.

Building permits issued for all the Lake County communities are submitted to the Lake County Planning Commission on a monthly basis. This information is then transferred into a database to be used for our comprehensive planning and statutory duties and is available to the public through this office.



## Public Officials Directory

By Elaine Truesdell

For many years, the Planning Commission has published and updated the Public Officials Directory. It is a reference for county offices, elected and appointed government employees on the local, state, and federal level including the judicial and legislative branches. Libraries, schools, and chambers of commerce are also included. The Public Officials Directory can be purchased at the Planning Commission office for \$5.00.



## 2008 EXPENDITURES AND REVENUES

By Elaine Truesdell

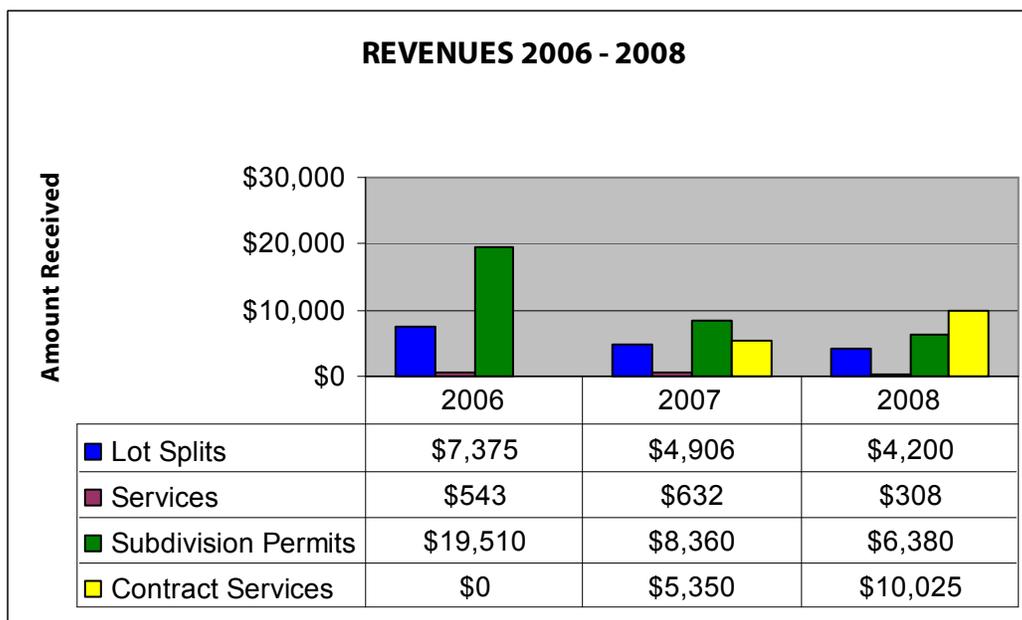
Income from subdivision permits decreased this year and grants were either not available for our needs or we were unable to meet the funding requirements to apply for the grant.

2008 Appropriations & Expenditures		% Appr.
TOTAL APPROPRIATIONS	\$387,371	
Expenditures:		
Salaries, Benefits	\$362,204	94%
Supplies & Expenses	\$3,890	1%
Travel, Mileage	\$4,086	1%
Contracts	\$3,293	1%
Equipment	\$100	0
Postage, Printing	\$3,996	1%
Other Expenses	\$1,875	0
Education	0	0
Software & Info Tech	\$3,459	1%
<b>TOTAL EXPENDITURES</b>	<b>\$382,903</b>	<b>99%</b>
REMAINING BALANCE	\$4,468	

\$2008 Revenues	
Public Officials Directory	\$ 1,548
Copying Fees	0
Lot Splits	\$74
Services	\$4,200
Subdivision Permits	\$6,380
Contract Services	\$10,025
<b>TOTAL REVENUES</b>	<b>\$22,535</b>

Equipment Acquisitions	
ESRI & Microsoft Software	\$2,397
Haines Directory	\$255

We received payments of contract services from Fairport Harbor Village in the amount of \$525 for assistance with revisions of zoning regulations and \$9,500 from the Village of North Perry for a comprehensive plan.





## Lake County Planning Commission Member Update

By Ann Myers

The Lake County Planning Commission consists of 11 members: eight volunteer members appointed by the Board of Lake County Commissioners and the three Lake County Commissioners. The following member update changes occurred on the Planning Commission in 2008 and the first part of 2009:

- Ms. Geraldine Hausch completed her eighth three-year term and was reappointed in August.
- Mr. Walter R. Siegel completed his fifth three-year term and was reappointed in August.
- Mr. Peter Ferrante was appointed to serve as Ms. Vanessa Pesec's alternate on January 14, 2009.
- Mr. Darrell C. Webster, the Director/Secretary, retired on January 31, 2009 after 44 years on staff.
- Mr. Jason W. Boyd became the new Director/Secretary as of February 2, 2009.

## Conferences, Meetings & Training

By 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:

- |   |   |   |
|---|---|---|
| Arts & Culture Adjudication Board                   | Farmland Taskforce Committee                            | Leroy Twp. Riparian Setbacks                            |
| American Planning Assoc. Audio Workshops            | Gov. Strickland's Representatives                       | Leroy Twp. Zoning                                       |
| Auburn/Crile Zoning Implementation                  | Grand River Partners                                    | Local Update of Census Address Program                  |
| Best Local Land Use Practices Workshop              | Grand Wild & Scenic River Council                       | Madison Township Coastal Development                    |
| Bd. of Lake County Commissioners                    | Jackson Street Relocation                               | Madison Township & Village Comprehensive Plan Committee |
| Chagrin River Watershed Partners/Steering Committee | L. C. Development Council & Trustees Meetings           | Madison Township Route 20 Study Committee               |
| Coalition for Housing & Support Services            | L. C. Development Council Annual Meeting                | Madison Township Zoning                                 |
| Coastal Development Plan Implementation             | L. C. Development Council Economic Forum                | Marsh Area Regional Coalition                           |
| Coastal Resources Advisory Council (CRAC)           | L. C. Coastal Plan Committee                            | Mentor Chamber of Commerce Economic Outlook             |
| Community Improvement Corporation                   | L. C. Development Council Agriculture Committee         | NOACA Planning Advisory Committee/Planning Academy      |
| Concord Township Zoning                             | L. C. Development Council & Trustees                    | NOACA Transportation Advisory Committee                 |
| Concord Twp. Town Hall Commons Committee            | L. C. Historical Society                                | NOACA Transportation for Livable Communities Training   |
| Eastlake Comprehensive Plan                         | L. C. Planning Directors                                | Northeast Ohio Regional Planning & Zoning Workshop      |
| Eastlake Economic Development Council               | L. C. Port Authority                                    | North Perry Village Coastal Development                 |
| Eastlake Floodplain Workshop                        | L. C. Health District Open House                        | North Perry Village Comprehensive Plan Committee        |
| Family & Children First Program                     | L. C. Soil & Water Conservation District Annual Meeting | Nursery Growers of Ohio Field Day                       |
| Fair Housing Resource Center                        | L. C. Stormwater Management                             |   |
| Fairport Harbor Planning & Zoning Commissions       | L. C. Visitor's Bureau                                  |   |
| Fairport Harbor Architectural Design & Site Plans   | Lakeland Community College Leadership Forum             |   |
|   | Lakeland Economic Development Strategy                  |   |
|   | Laketrans Board of Directors                            |   |
|   | Land Use and Zoning Committee                           |   |