

**Tuscarawas County Regional Planning Commission Board Minutes
Tuesday, August 11, 2015**

**Tuscarawas County Commissioners' William E. Winters Board Room
County Office Building (2nd Floor)
125 East High Avenue, New Philadelphia, Ohio 44663**

The Tuscarawas County Regional Planning Commission meeting was held in the County Commissioners' William E. Winters Board Room on Tuesday, August 11, 2015 at 7:00 P.M. John Fondriest, Chairman, chaired the meeting. There were 14 members, 2 staff, and 2 guests present.

Item 1 Approval of the May, 12, 2015 Minutes

Earl McCormick made a motion to approve the minutes. Bill Miller seconded the motion. Motion carried.

Item 2 2015 State Audit for years 2013 and 2014

Director Lengler reported that the state auditor's office had completed their mini audit for 2013 and 2014. The bill was \$492.00. Doug Frautschy made a motion to accept the audit and pay the bill. It was seconded by Shawn Handrich. Motion carried.

Item 3 Personnel Manual

The Tuscarawas County Commissioners adopted a new personnel manual June 4, 2015. They strongly urged all departments to adopt all or part of this manual by June 19. We were unable to meet this deadline because of timing of RPC board meetings. RPC has its own By-laws which state: "Article IV-Personnel and Procedures – This section updated to meet current state and federal regulations. Adopted by the Planning Commission on December 9, 2008. *Personnel items not covered in the section will be handled in accordance with the current Tuscarawas County Personnel Policy Manual.*" No action needs to be taken by the Regional Planning Commission Board. A letter stating this will be sent to the county commissioners.

Item 4 Pay Raise

Regional Planning staff pay has not increased as much as other county employs over the last 10 years. (12.5% vs 8.5%, a 4% difference). This was due to RPC income being low. Things are picking up and RPC can afford a raise without changing budget. Propose a 4% increase at next payroll. John Fondriest asked about new staff, they will be considered for raise at 6 months. Earl McCormick made the motion to approve the raise and Bill Miller seconded the motion. Motion carried.

Item 5 New Personnel

Karen Graeff, longtime executive secretary, resigned effective July 31, to take a new position as the mediation secretary in the courts. She had been with RPC for 15 years and will be missed. The Executive Committee met on July 27 and approved the hiring of Gloria Steiner for 36 hrs./week (full time) at \$12.00. She will start the week of 8/17/15. She has been working for the auditor for the last few years and has a long history working with government (Stark cop. MRDD, Tuscarawas Co. Board of Elections). Gloria was introduced.

Also discussed was returning to a five day week for the RPC office. Staff would still work a 36 hour week 4-9 hrs./day, but Gloria will work Mondays and Jill will work Fridays. This will begin the first of September to give Gloria time to get use to the office before she is on her own. A motion was made by Belle Everett to have the RPC office opened five days a week and seconded by Shawn Handrich. Motion carried.

Item 6 Revise Subdivision Regulations on Lot Split Review

The subdivision committee met prior to the board meeting. They proposed the following changes to the minimum lot sizes and review process: See attached. The next step is to hold a public meeting, then the board votes on the regulations and forwards them to the county commissioners who will have to hold a public meeting and also vote on the changes. Motion was made to move forward with the proposed changes by Mike Jones and seconded by Earl McCormick

Item 7 Yoder Variance at 10618 Walnut Creek Bottom Rd. Dundee Ohio

Eli Yoder wants to purchase a 50' wide parcel from Albert and Mary Hershberger Jr. to connect Walnut Creek Bottom Rd. to his property in Holmes County. This would create a pipe stem drive. This lot split was denied by Regional Planning because it was immediately adjacent to two existing pipestem lots. RPC Regulations (section 715) require pipestems to be 130' apart.

Reason for the variance request: Eli Yoder's property in Holmes County is land locked. The only access is a long time easement from Albert and Mary Hershberger Jr. on an existing farm lane that is also used by three other parcels, two of which have homes on them. Mr. Yoder plans on select harvesting the timber from his land. This existing lane is narrow and not suited for lumber trucks. The intersection of the farm lane and Walnut Creek Bottom Rd. is not safe; there is poor sight distance. The proposed lot split met Access Management Regulations. The two existing pipestems are not used for driveways, both have right-of-way easements on the existing farm lane from the Hershberger's.

The director read the variance regulations. After much discussion about setting precedent and the fact that Mr. Yoder could get an easement from Mr. Hershberger to access his land on the proposed pipestem lot split, it was put to the vote. Bill Miller made a motion to approve the variance request for a 50' wide split. Bill Fender made the second. A show of hands was asked for the vote. 4 yes, 10 no. The variance was denied.

Director's Report:

We are all going to really miss Karen, but she had an offer she could not refuse and we could not match. Will miss working with her but look forward to working with Gloria.

There will most likely be no meeting in September because I scheduled vacation that week, not realizing that labor day was so late and actually the first full week of September, the first being a Tuesday. And I did not know that Karen would be gone.

Flood Hazard Mitigation Grant is winding down. The county acquired the final house last week. Now we will start the process of transferring the properties to Dover City and Township.

There is more Clean Ohio Open Space Grant Money Available. OPWC announced the state approved the program for Round 10. There will be **\$5,982,291** available. This is for green space parks, not active park space. No ball fields or tennis courts, or swimming pools allowed. Can acquire land for trails. Get your projects lined up, this is a 75% grant program, not too many of those around anymore.

Motion to adjourn made by Tedd Finlayson, seconded by Shawn Handrich. Meeting Adjourned.

John Fondriest, Chairman

Date

Lee Finley, Vice Chairman

Date

Jerry Lahmers, Secretary, absent

Date

Residential Lots Minimum Chart

The minimum lot size of any minor subdivision where there is no public sewers shall be as shown below or as required by township zoning and/or the Tuscarawas General Health District, whichever is greater.

Any lot split 2 acres or under in size (3 acres for 2 family unit), where there is no public sewer that is for any use that is likely to have an on lot sewage treatment system, will require a Sewage Treatment System Site Review from the Tuscarawas County General Health District to be attached to the lot split application.

Unit Type	Setback (feet)***			Group Water & Sewer	Group Sewer Only**	Group Water Only	No Group Water or Sewer**
	Thorough Fare						
	Collector						
	Local						
One Family Unit	40	35	30	60 Ft Frontage* 10,000 Sq. Ft. (.23 acre) Minimum	80 Ft Frontage* 20,000 Sq. Ft. (.46 acre) Minimum**	130 Ft Frontage* 40,000 Sq. Ft. (.92 acre) 65,340 Sq. Ft. (1 ½ acres) Minimum	130 Ft Frontage* 40,000 Sq. Ft. (.92 acre) 65,340 Sq. Ft. (1 ½ acres) Minimum**
Two Family Unit	40	35	30	85 Ft Frontage* 12,000 Sq. Ft. (.28 acre) Minimum	120 Ft Frontage* 20,000 Sq. Ft. (.46acre) Minimum**	150 Ft Frontage* 60,000 Sq. Ft. (1.38 acres) 87,120 Sq. Ft (2 acres) Minimum	150 Ft Frontage* 60,000 Sq. Ft. (1.38 acres) 87,120 Sq. Ft (2 acres) Minimum
Three Family Unit	45	45	45	100 Ft Frontage* 16,500 Sq. Ft. (.38 acre) Minimum	150 Ft Frontage* 30,000 Sq. Ft. (.69 acre) Minimum**	Prohibited	Prohibited
Four Family Unit & Above	45	45	45	Submit a building development plan to the RPC office and the State Division of Industrial Compliance for review.		Prohibited	Prohibited

* The minimum lot frontage or lot width shall be measured perpendicular to the road and at the building line.

** Check with County Health Department for adequate ground water supply.

*** Front setback beginning at right of way line and measured to front building line of the first structure. Also, see Section 711, Building Lines.

NOTES:

Easements, rights of ways for egress and ingress, flood hazard areas, bodies of water, wetlands, pipestem (the “pole” of a flag lots) driveways, and DPDs cannot be included in the lot acreage minimum. Structures, wells, and on lot sewage systems cannot be located in the public road right-of-way. Unless otherwise noted, county and township road right- of- way is 60’.

1 acre = 43,560 square foot

Proposed Revision 8/11/15