

MINUTES OF THE ROOTSTOWN TOWNSHIP TRUSTEES

October 25, 2016

The regular meeting of the Rootstown Township Trustees opened at 5:30 p.m. on October 25, 2016. Those in attendance were Trustees Linda Hankins, Joe Paulus and David McIntyre, JoAnn Townend, Fiscal Officer, Fire Chief Charles Palmer, Road Superintendent Bill Hahn, Zoning Inspector Mark Tirpak, Zoning Administrative Assistant Jordan Michael and Trustees Administrative Assistant Julie Gonzales.

Resolution No. 2016-175 – Motion was made by Joe Paulus and seconded by Dave McIntyre to accept the minutes of October 11, 2016. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

ROAD SUPERINTENDENT REPORT

Bill informed the Trustees that the renter next door will be out November 1st. Bill will assess the house before advertising to rent.

Park

The Ohio Engineer's contract is completed. After they finish their current project; they will begin at the park. Dave said since this is grant related, he asked Bill to keep track of their hours. Bill suggested once the project is completed we should purchase a bronze plaque at the park saying "donated by Ohio Engineer's". The Trustees agreed.

The Road Crew has been fixing catch basins in Wintergreen Subdivision and patching in Clover Subdivision.

JoAnn received a letter from residents of Sabin Drive regarding a ditch in front of the Rootstown Senior Villas that needs mowed. Bill will check it out.

FIRE CHIEF REPORT

Chief Palmer reported nine (9) members received their flu shots last week from the Portage County Health Department.

Chief Palmer will be meeting with Chief Rarrick on Thursday to discuss the future dispatching contract.

Resolution No. 2016-176 – Motion was made by Linda Hankins and seconded by Dave McIntyre agreed after successfully passing the medical requirements to hire Gary Abshire, effective October 26, 2016. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

Resolution No. 2016-177 – Motion was made by Linda Hankins and seconded by Joe Paulus to purchase four (4) ballistic vests and four (4) ballistic helmets for two med units from Protech in an

amount of \$ 3,051.98. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

ZONING INSPECTOR REPORT

There were six (6) permits issued.

2 – houses 2 – sheds 1 – deck 1 – attached garage

Jordan reported at this time last year there were 94 permits issued. Year to date we have had 98.

Mark reported there are continuing issues with Portage Self Storage. They have doubled their containers. Chris Meduri, Portage County Prosecutor's Office is pushing for a sooner court date. In the mean time, Mark will investigate as to how many containers have been installed.

The Joint Boards Meeting will be November 29th at 7:00 PM at the Town Hall. The Board agreed to order food for the board members.

Jordan is working on the last box of the old zoning files. He said this is the most difficult because all the addresses don't match. He believes the permits were issued before an actual address was given. The Trustees suggested upgrading Zone Pro before entering the files.

Jordan asked what the protocol is for people reserving the Town Hall. One incident, the light was left on, there were crumbs on the tables and floor, and the tables were not put back. The current rental fee is \$25.00. Linda suggested posting the rules in the Town Hall. The Trustees asked Jordan to review the current rental agreement.

Jordan said the hole punch has been installed in the new copier.

6:00 PM – Linda opened the Public Hearing
Proposed Zoning Amendment
Section 320.01, 350.03C, 350.06B, 390.06J

At the September 6, 2016 Zoning Commission meeting, a motion was passed unanimously to amend Section 320.01 J, 350.03 C, 350.06 B5, 390.06 J, and 310.09 D.

Resolution No. 2016-178 – Motion was made by Joe Paulus and seconded by Dave McIntyre to amend the following zoning amendments, upon the recommendation of the Rootstown Zoning Commission as follows:

Section 320.01 – Purpose for Planned Residential Development Regulations

Section 320.01 Existing:

Planned Residential Development regulations are established in order to encourage and accommodate, in a unified project, creative and imaginative Planned Residential Developments (PRD). It is intended that PRDs will utilize innovations in the technology of land development that are in the best interests of the Township and which are consistent with the residential objectives in the Comprehensive Plan to preserve sensitive natural areas that contribute to the character of Rootstown Township. In order to accomplish this purpose, these regulations provide for a variety of dwelling types, including single-family detached, clustered, and attached single-family units.

These regulations are designed to achieve, among others, the following objectives:

A. To conserve natural historic and cultural features of the site, which contribute to the rural character of Rootstown Township.

1. Large, aggregated, undeveloped land areas;
2. Scenic vistas and rural views;
3. Natural features such as woodlands, steep slopes, floodplains, wetlands, stream and river corridors, hedgerows, and rock outcroppings;
4. Visually appealing topography such as hills and undulating terrain, vegetative screens such as woodlands and hedgerows and/or open space areas comprised of pastures and meadows;
5. Significant historic features such as stone walls, old buildings, old barns and foundations, heritage trees, etc.;

B. To maximize the preservation of the community's natural resources by:

1. Conserving areas of prime agricultural soils, to the extent possible;
2. Avoiding development on and destruction of sensitive natural resource areas such as wetlands, natural ponds, marshes, floodplains and larger wooded areas;
3. Maintaining natural characteristics (such as woods, hedgerows, natural vegetation, meadows, steep sloped, rock outcroppings and streams);
4. Reducing the amount of disturbed land, the conservation of natural areas to landscaped areas for lawns, and the use of invasive vegetation; and

5. Reducing the volume and improving the quality of storm water runoff from expected development.

C. To ensure the economical and efficient use of land and reduce infrastructure costs through unified development, such as encouraging traditional rural settlement patterns characterized by clusters of compact groupings of development.

D. To ensure the flexible spacing of lots and buildings in order to encourage the separation of pedestrian and vehicular circulation; the provision of readily accessible open space and recreation areas; and the creation of functional and interesting residential areas.

E. To ensure that Planned Residential Developments are compatible with surrounding neighborhoods and comply with these objectives by requiring the submission of development plans and establishing a review process to ensure that all developments are consistent with the regulations.

F. To establish development review criteria which promote creative design solutions in a manner which best conserves the area's resources.

G. To establish a review process that maintains local review and approval of the overall development plan and which results in the timely consideration of an application.

H. To allow for more efficient use of the land than is generally achieved through conventional development practices.

I. To ensure that the proposed Planned Residential Development complies with the objectives of Rootstown Township as expressed in the Rootstown Township Comprehensive Land Use Plan.

Section 320.01 Proposed (shown in bold):

Planned Residential Development regulations are established in order to encourage and accommodate, in a unified project, creative and imaginative Planned Residential Developments (PRD). It is intended that PRDs will utilize innovations in the technology of land development that are in the best interests of the Township and which are consistent with the residential objectives in the Comprehensive Plan to preserve sensitive natural areas that contribute to the character of Rootstown Township. In order to accomplish this purpose, these regulations provide for a variety of dwelling types, including single-family detached, clustered, and attached single-family units.

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2. Scenic vistas and rural views;

3. Natural features such as woodlands, steep slopes, floodplains, wetlands, stream and river corridors, hedgerows, and rock outcroppings;

4. Visually appealing topography such as hills and undulating terrain, vegetative screens such as woodlands and hedgerows and/or open space areas comprised of pastures and meadows;

5. Significant historic features such as stone walls, old buildings, old barns and foundations, heritage trees, etc.;

B. To maximize the preservation of the community's natural resources by:

1. Conserving areas of prime agricultural soils, to the extent possible;

2. Avoiding development on and destruction of sensitive natural resource areas such as wetlands, natural ponds, marshes, floodplains and larger wooded areas;

3. Maintaining natural characteristics (such as woods, hedgerows, natural vegetation, meadows, steep sloped, rock outcroppings and streams);

4. Reducing the amount of disturbed land, the conservation of natural areas to landscaped areas for lawns, and the use of invasive vegetation; and

5. Reducing the volume and improving the quality of storm water runoff from expected development.

C. To ensure the economical and efficient use of land and reduce infrastructure costs through unified development, such as encouraging traditional rural settlement patterns characterized by clusters of compact groupings of development.

D. To ensure the flexible spacing of lots and buildings in order to encourage the separation of pedestrian and vehicular circulation; the provision of readily accessible open space and recreation areas; and the creation of functional and interesting residential areas.

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G. To establish a review process that maintains local review and approval of the overall development plan and which results in the timely consideration of an application.

H. To allow for more efficient use of the land than is generally achieved through conventional development practices.

I. To ensure that the proposed Planned Residential Development complies with the objectives of Rootstown Township as expressed in the Rootstown Township Comprehensive Land Use Plan.

J. Any deviations in construction from the originally submitted plan shall be resubmitted to the zoning department for review by the zoning commission, pursuant to Section 620.10 as amended.

Section 350.03 C – Schedule of Permitted Uses, Commercial Districts – Retail/Services

Section 350.03 C Existing:

	R-O Residential Office	V-C Village Center	C-1 Retail Comm.	C-2 General Comm.	C-3 Highway Interchange
C. Retail/Services					
1. Retail in completely enclosed buildings		P	P	P	C in assoc. w/ another principal use
2. Personal services in completely enclosed buildings		P	P	P	
3. Automated teller machines		C	C	P	
4. Bank, financial institution		P	P	P	
5. Drive-through facilities in association with a principal use				C	P
6. Outdoor display			C	C	C
7. Outdoor storage				C	C
8. Restaurants/banquet facilities		P	P	P	P
9. Studios for artist, photography, etc. which may include retail sales	P	P	P	P	

Section 350.03 C Proposed (shown in bold):

	R-O Residential Office	V-C Village Center	C-1 Retail Comm.	C-2 General Comm.	C-3 Highway Interchange
C. Retail/Services					
1. Retail in completely enclosed buildings		P	P	P	C in assoc. w/ another principal use
2. Personal services in completely enclosed buildings		P	P	P	
3. Automated teller machines		C	C	P	
4. Bank, financial institution		P	P	P	
5. Drive-through facilities in association with a principal use		C		C	P
6. Outdoor display			C	C	C
7. Outdoor storage				C	C
8. Restaurants/banquet facilities		P	P	P	P
9. Studios for artist, photography, etc. which may include retail sales	P	P	P	P	

Section 350.06 B – Additional Use/Building Regulations, Commercial Districts

Section 350.06 Existing:

SECTION 350.06 SUPPLEMENTAL USE/BUILDING REGULATIONS.

- A. In R-O, V-C, and C-I district, the exterior building walls that face a public street or the main parking area shall include architectural features such as windows, piers, columns, defined bays or an undulation of the building so that such exterior building wall is divided by such feature(s) into segments not more than 20 feet in length.
- B. In the V-C District, because of the unique character of the area within the district, buildings should maintain the existing small-scale residential character of the village center by complying with the following building characteristics.
 - 1. Buildings should present a vertical emphasis with a minimum height of 22 feet or two stories, to maintain the existing character of the area.
 - 2. To maintain the residential scale, building roofs shall have a minimum pitch of 6 feet rise for each 12 feet of horizontal run.
 - 3. The arrangement, proportion and design details of windows, doors, porches and other architectural details should be consistent with the patterns currently existing in the district.
 - 4. Mechanical equipment, service areas, trash receptacles and other accessory structures shall be screened from view from adjacent parcels according to Chapter 430.05.
- C. In the V-C district, deliveries shall occur only between the hours of 6:00 a.m. and 10:00 p.m.

Section 350.06 Proposed (shown in bold):

SECTION 350.06 **ADDITIONAL** USE/BUILDING REGULATIONS.

- A. In R-O, V-C, and C-I district, the exterior building walls that face a public street or the main parking area shall include architectural features such as windows, piers, columns, defined bays or an undulation of the building so that such exterior building wall is divided by such feature(s) into segments not more than 20 feet in length.
- B. In the V-C District, because of the unique character of the area within the district, buildings should maintain the existing small-scale residential character of the village center by complying with the following building characteristics.
 - 1. Buildings should present a vertical emphasis with a minimum height of 22 feet or two stories, to maintain the existing character of the area.
 - 2. To maintain the residential scale, building roofs shall have a minimum pitch of 6 feet rise for each 12 feet of horizontal run.
 - 3. The arrangement, proportion and design details of windows, doors, porches and other architectural details should be consistent with the patterns currently existing in the district.
 - 4. Mechanical equipment, service areas, trash receptacles and other accessory structures shall be screened from view from adjacent parcels according to Chapter 430.05.
 - 5. **The drive-thru function, design, and appearance shall be according to 390.06 J 1&2.**
- C. In the V-C district, deliveries shall occur only between the hours of 6:00 a.m. and 10:00 p.m.

Section 390.06 J – Drive-Thru Facilities in Association with a Permitted Use

Section 390.06 J Existing:

J. Drive-Thru Facilities in Association with a Permitted Use shall comply with the following:

1. Such facility and associated access drives should be located so as to be the least disruptive to pedestrian traffic;
2. For locations where such facility abuts a residential district an additional buffer area may be required.

Section 390.06 J Proposed (shown in bold):

J. Drive-Thru Facilities in Association with a Permitted Use shall comply with the following:

1. Such facility and associated access drives should be located so as to be the least disruptive to pedestrian **and vehicular** traffic **and the architectural character of the district**.
2. For locations where such facility abuts a residential district an additional buffer area may be required.

Section 310.09 D – Additional Regulations for Accessory Buildings, Residential Districts

Section 310.09 D Existing:

1. Accessory buildings that are detached from the principal building shall comply with the setback requirements of Schedule 310.09 and shall be located a minimum of 20 feet from the principal building.
2. All other accessory buildings shall be attached to the principal building, shall be made structurally a part thereof, and shall comply with the setback requirements for principal buildings set forth in Schedule 310.05.

Section 310.09 D Proposed (shown in bold):

1. Accessory buildings that are detached from the principal building shall comply with the setback requirements of Schedule 310.09 and shall be located a minimum of 20 feet from the principal building.
2. All other accessory buildings shall be attached to the principal building, shall be made structurally a part thereof, and shall comply with the setback requirements for principal buildings set forth in Schedule 310.05.
3. **Any building or structure requiring a county building permit shall also require a township zoning permit, and all buildings or structures shall meet all zoning setback requirements.**

There were no comments or concerns from the public. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

The Public Hearing closed at 6:10 PM.

FISCAL OFFICER

Resolution No. 2016-179 - Motion by Dave McIntyre and seconded by Joe Paulus to pay bills on file with the Fiscal Officer. Upon roll call the vote as follows: Linda Hankins, yea, Joe Paulus, yea, Dave McIntyre, yea.

CITIZENS COMMENTS

Dave Bosko had a few questions about the gas well on the eastside of the park. He asked if it is on township property, if it is active, and if the township receives the royalties. The gas well is on park property, is active and the township receives no royalties. The previous landowner kept the mineral rights. Mr. Bosko also asked if the corn field is park property. Which, it is not.

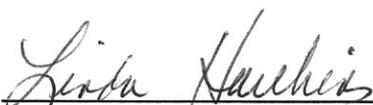
Christy Wise asked Bill if she could have the amended version of the park plan. Bill said he believes Soil & Water still has the document. He will contact them.

NEW BUSINESS

The Community Expo is Saturday, October 29th at NEOMED. Linda and Dave will be participating. Linda asked Jordan for several Comprehensive Land Use Plan documents for residents to view. Bill asked the Board if they would like the Road Department trucks available for viewing. The Board agreed for the Road Department to participate in Touch the Truck Event at the Community Expo. Chief Palmer and Bill will be meeting with the NEOMED Police Chief on Thursday to find out where to park the trucks.

Resolution No. 2016-180 - There being no further business before the Board of Trustees, Chairman Paulus adjourned the meeting at 6:17 p.m.

Respectfully submitted,



Linda Hankins, Chairperson



JoAnn Townend, Fiscal Officer