

MINUTES OF THE SUBDIVISION REVIEW SUBCOMMITTEE MEETING
February 2, 2026

The Subdivision Review Subcommittee of the Stark County Regional Planning Commission met in regular session at 1:30 p.m. on Monday, February 2, 2026, in the Stark County Regional Planning Commission Conference Room, 201 3rd St. NE, Suite 201. Those present were:

SUBDIVISION REVIEW SUBCOMMITTEE MEMBERS/ALTERNATES:

Todd Paulus, Stark County Health Department
Mark Cozy, City of Canal Fulton
Tom Davis, Stark County Sanitary Engineer
Jason Haines, City of Massillon
Nicole Wilkinson, Lake Township Resident
Mike Chapin, Stark County Engineer

RPC STAFF:

Jonelle Melnichenko, Chief of Planning
Nicole Blunk, Senior Regional Planner
Curtis Bungard, Subdivision Engineer
Corine Valentine, Regional Planner II
Susan Nason, Administrative Assistant

OTHERS:

(see attached)

MINUTES OF JANUARY 5, 2026

Davis moved, Chapin seconded, and the motion carried to **approve** the minutes of the January 5, 2026 meeting.

Corine Valentine presented the staff review and recommendations on the following:

SITE IMPROVEMENT PLAN REVIEW

Mears Nissan – Tuscarawas/SR 172 & Woodlawn

(26,113 sf bldg., retaining wall, trash enclosure, tire storage, walkways, paving & parking)
SW ¼ Section 12, Perry Township

Section 430.3.A: Site Improvement Plan - Sheet Size

Cozy moved, Wilkinson seconded, and the motion carried to recommend **approval** of the variance request of Section 430.3.A.

Haines moved, Davis seconded, and the motion carried to recommend **conditional approval** of the above-noted *site improvement plan*, subject to the following conditions:

1. ODOT's conditions:
 - a. Label the width of the main drive on SR 172.
 - b. Label the SR 172 right-of-way.
 - c. Proposed work within the state right-of-way, including the proposed drive apron removals and main drive width reduction, will require an ODOT e-permit. Contact Thomas Brett (330-

786-4893) with questions.

2. Stark County Subdivision Engineer's conditions:
 - a. Provide a final grading plan and utility plan showing how the site's storm water is being collected and directed. Include existing on-site utilities to be removed. Show proposed roof drains, finish floor elevations, pipe inverts, and any parking lot storm sewers. Show the size of existing receiving streams and storm sewers.
 - b. Do not blind tie storm sewers into the existing storm sewer as shown on Sht. C2.
 - c. Indicate if the new site increases or decreases the impervious areas. Provide a storm water management report showing how any increased runoff is being controlled. If water quality storage is required, be sure to "stack" the water quality control volume separately from the flood control volumes in the calculations.
 - d. Please email PDF electronic files rather than paper copies to cdbungard@starkcountyohio.gov.
3. Stark Soil & Water Conservation District's condition:
 - a. The Ohio EPA Construction General Permit will be required for this site as it is to disturb greater than 1 acre. A Storm Water Pollution Prevention Plan (SWP3) must be submitted and include all items listed in the SWCD checklist. Please submit directly to our office. Contact with any questions (330-451-7645). Checklist attached. (Checklist Provided).
4. RPC Staff's conditions:
 - a. Submit two (2) paper copies **and an electronic version** of the revised site improvement plan, with minor changes made to comply with the above conditions, and with the following shown/labeled on the plan in accordance with Sec. 430 of the Stark County Subdivision Regulations: 1) Location map should show the nearest intersection (Tuscarawas/SR 172 & Mt. Marie). Consider zooming in on map to allow details adjacent to subject tract to be shown; 2) Show quarter section, township tract (10) and range (9); 3) Correct the spelling of Mt. Marie Avenue on sheet 1; 4) Show owner's phone number; 5) Show/label quarter section line that runs along centerline of Woodlawn; 6) Show/label all centerlines and right-of-way lines of adjacent streets; 7) Show/label road width for Woodlawn; 8) Show/label Mt. Marie Place subdivision name, lot range (1-44), book/page and individual lot numbers; 9) Show/label lot range (lots 1-3) for Rosepiller replat reference; and 10) Show/label dimensions of proposed building and walkways. ***More significant changes may require a revised site improvement plan review.***

Other comments/reports:

Stark County Sanitary Engineer: The existing structure shall be disconnected from the sanitary sewer under permit and inspection by the Sanitary Engineer prior to its demolition. The Applicant shall contact the Permit Office (330-451-2304) in order to proceed.

Stark County House Numbering: Must obtain house numbers for new construction. Contact RPC (330-451-7389) for issuance **after** approval of the site plan has been received.

Stark County Building Department: No flood plain on site.

Perry Township Zoning Department: It appears the parcels are being combined into a single parcel. All setbacks for a commercial property appear to meet local regulations, as well as ingress/egress requirements, parking spaces and buffers.

Sander Contracting

(Approx. 5,910 sf bldg., dumpster enclosure, walkways, paving, parking & 2 access drives)

NE ¼ Section 9, Jackson Township

Cozy moved, Chapin seconded, and the motion carried to recommend **conditional approval** of the above-noted *site improvement plan*, subject to the following conditions:

1. Stark County Subdivision Engineer's conditions:
 - a. Provide a final grading plan and utility plan showing how the site's storm water is being collected and directed. Show proposed roof drains, finish floor elevations, and any parking lot storm sewers.
 - b. Provide a storm water management report showing how the increased runoff is being controlled. If water quality storage is required, be sure to "stack" the water quality control volume separately from the flood control volumes in the calculations.
 - c. Please email PDF electronic files rather than paper copies to cdbungard@starkcountyohio.gov.
2. Stark County Sanitary Engineer's condition:
 - a. The sanitary main, service and building sewers intended to serve the proposed structure on the site must be shown. Contact Tom Davis (330-451-2335) with questions.
3. Stark Soil & Water Conservation District's condition:
 - a. The Ohio EPA Construction General Permit will be required for this site as it is to disturb greater than 1 acre. A Storm Water Pollution Prevention Plan (SWP3) must be submitted and include all items listed in the SWCD checklist. Please submit directly to our office. Contact with any questions (330-451-7645). Checklist attached. (Checklist provided).
4. Jackson Township Zoning Department's conditions:
 - a. A 20 ft. front parking setback is required along the street frontage and a 10 ft. parking setback is required along the secondary street. Due to only showing a 10 ft. parking setback along Wales, it appears that Braucher will be considered the street frontage; however, the parking setback of 20 ft. along Braucher is not being met per the site plan.
 - b. Landscaping of 3 trees and 12 shrubs for every 100 ft. of linear frontage is required within the front parking setback and buffering along the west side of the property where it abuts a residential property.
 - c. The site plan would have to meet the parking setbacks and a landscaping plan meeting the landscaping requirements would need to be submitted prior to zoning approval. Contact Joni Poindexter (330-832-8023) with questions.
5. RPC Staff's conditions:
 - a. Submit two (2) paper copies **and an electronic version** of the revised site improvement plan, with minor changes made to comply with the above conditions, and with the following shown/labeled on the plan in accordance with Sec. 430 of the Stark County Subdivision Regulations: 1) Correct the spelling of Poplarwood in location map; 2) Show property lines as they exist in location map; 3) Show contour lines; 4) Indicate the seating capacity for proposed bar; and 5) Show/label plat names, book/page, lot ranges and individual lot numbers of adjacent platted lands to the north and west of subject tract. ***More significant changes may require a revised site improvement plan review.***

Other comments/reports:

Stark County Engineer's Office: The driveway spacing does not meet the Stark County Access Management Regulations for full access drives; however, based on the anticipated low traffic volumes, the Stark County Engineer's Office does not believe it is necessary to limit access beyond what is proposed. Please coordinate with Jackson Township to confirm access along Braucher Street.

Stark County House Numbering: Must obtain house numbers for new construction. Contact RPC (330-451-7389) for issuance **after** approval of the site plan has been received.

Stark County Building Department: No flood plain on site.

PRELIMINARY PLAN REVIEW

Frank Farms (Rev)

NE ¼ Section 14, Jackson Township

Wilkinson stated she would be abstaining from voting on all variances and overall recommendation for this project. Paulus asked it to be reflected in the record.

Section 410.3.A: Preliminary Plan Sheet Size

Cozy moved, Chapin seconded, and the motion carried with one abstention (Wilkinson) to recommend **approval** of the variance request of Section 410.3.A.

Section 520.1: Street Arrangement to the North

Chapin moved, Cozy seconded, and the motion carried with one abstention (Wilkinson) to recommend **approval** of the variance request of Section 520.1.

Section 530.4: Double Frontage for Lots 24 and 25

Cozy moved, Chapin seconded, and the motion carried with one abstention (Wilkinson) to recommend **conditional approval** of the variance request of Section 530.4, subject to a restriction being placed on the final plat restricting access to Lake Bridge Ave. NW only.

Chapin moved, Haines seconded, and the motion carried with one abstention (Wilkinson) to recommend **conditional approval** of the above-noted *preliminary plan*, subject to the following conditions:

1. Stark County Subdivision Engineer's conditions:
 - a. Provide a copy of the Preliminary Plan, which has been signed by the Jackson Township Zoning Inspector.
 - b. All public improvements required for this proposed allotment shall be provided by the developer and shall be in accordance with the Stark County Subdivision Regulations. Construction plans and related design information shall be furnished to the Subdivision Engineer, which sufficiently shows how these requirements will be met.
 - c. Provide revised construction plans for Frank Farms No. 2 showing the additional locations of the storm, sanitary and waterline connections for each house.
 - d. No open-cut excavations will be permitted within the new road. Note to use boring for all road crossings. Note to contact the Subdivision Engineer as well as the appropriate utility when making all new lateral connections.
 - e. Note to provide controlled density fill for all open excavations within three feet of the existing new roadway and curbs.
 - f. Provide revised construction plans for Frank Farms No. 3.

- g. Please email PDF electronic files rather than paper copies to cdbungard@starkcountyohio.gov.
2. Stark Soil & Water Conservation District's condition:
- a. A Storm Water Pollution Prevention Plan (SWP3) was previously submitted and approved by Stark SWCD for this project. Please supply our office with the updated digital civil and SWP3 plan sets. If this requires an additional review based on needed SWP3 modifications, please resubmit it with a letter explaining that changes that occurred to our office.
3. RPC Staff's conditions:
- a. The following information is required to be shown and labeled on the plan, in accordance with Section 410 of the Stark County Subdivision Regulations: 1) Provide a seal for an Ohio licensed design professional; 2) Show/label all existing easements; 3) Provide the lot ranges for all adjacent subdivisions; and 4) Provide a breakdown of acreage and number of lots for lots platted and lots remaining within the revised layout of the subdivision.
- b. Submit three (3) copies of the revised preliminary plan with minor changes required to comply with the above conditions, and which have been signed by the Jackson Township Zoning Inspector. More significant changes may require full review and approval of a revised plan.

Other comments/reports:

Stark County Engineer: Must comply with Jackson Township for access regulations.

Stark County Sanitary Engineer: Sanitary sewer service, and any necessary downstream capacity upgrades, will be provided by the developer under the design, construction and permitting regulations of this department, the City of Massillon and the Ohio EPA.

Stark County House Numbering: Street names have been reserved. The post office may require cluster mailboxes for new allotments.

Stark County Building Department: No flood plain on site.

Nicole Blunk presented the staff review and recommendations on the following:

FINAL PLAT REVIEW

Deibel's Grove Allotment No. 2 (Rev)

(replat of lots 6 – 9 in Deibel's Grove Allotment)

NE ¼ Section 21, Pike Township

Wilkinson moved, Davis seconded, and the motion carried to recommend **conditional approval** of the above-noted *final plat*, subject to the following conditions:

1. RPC Staff's conditions:
- a. Update RPC President's name to David Thorley.
- b. Endorsements need updated from the year 2025 to 2026.
- c. **All conditions and corrections must be met no later than 12 p.m. on February 5, 2026, or the plat will be denied. Please schedule a time with RPC to make the appropriate corrections.**

Comments/reports:

Stark County Sanitary Engineer: The parcels are not served by the Stark County Metropolitan Sewer District system.

Stark County Health Department: Health Department review has been completed. No objection.

Stark County House Numbering: Must obtain house number for new construction. Please contact Health Department for issuance once the plat has been recorded.

Stark County Building Department: No flood plain on site.

Northwood Park No. 5

(Replat of lots 51 – 55 in Northwood Park)

SW ¼ Section 28, Jackson Township

Cozy moved, Chapin seconded, and the motion carried to recommend **conditional approval** of the above-noted *final plat*, subject to the following conditions:

1. Stark County Auditor's condition:
 - a. Acreage breakdown of parent lots omitted.
2. RPC Staff's conditions:
 - a. Update RPC President's name to David Thorley.
 - b. Endorsements need updated from the year 2025 to 2026.
 - c. **All conditions and corrections must be met no later than 12 p.m. on February 5, 2026, or the plat will be denied. Please schedule a time with RPC to make the appropriate corrections.**

Comments/reports:

Stark County Sanitary Engineer: The existing parcels are within the Stark County Metropolitan Sewer District.

Stark County House Numbering: Must obtain house numbers for new construction. Please contact RPC for issuance once the plat has been recorded.

Stark County Building Department: No flood plain on site.

There being no further business, the meeting adjourned at 1:48 pm.

Respectfully submitted,

Susan Nason



**STARK COUNTY
REGIONAL PLANNING
COMMISSION**

Meeting Subdivision Review

Date 02/02/2026

Place *RPC*

Time 1:30 pm

Sign in below, showing interest represented. Please Print.

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