

MINUTES OF SUBDIVISION REVIEW COMMITTEE MEETING
April 6, 2026

CALL TO ORDER

The Subdivision Review Subcommittee of the Stark County Regional Planning Commission met in regular session at 1:30 p.m. on Monday, April 6, 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
Todd Clark, Stark Soil & Water Conservation District
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
Curtis Bungard, Subdivision Engineer
Corine Valentine, Regional Planner II
Bob Nau, Executive Director
Susan Nason, Administrative Assistant

Others:

Grant Weirich, Neff & Associates (Dollar General)
William Owen, Foundry DGU/ Dollar General
Mike Boylan, Leecrest
G. Giltz, Pav's Beanery
Nik Pappas, Pav's
Sergio Lizarraga, Pav's
Mike Kendall, GBC Design
Jen Schumacher, Hammontree & Assoc.

MINUTES OF MARCH 2, 2026

Chapin moved, Clark seconded, and the motion was carried to **approve** the minutes of the March 2, 2026, meeting.

SITE IMPROVEMENT PLAN REVIEW

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

American Engineering & Metalworking aka AEM (Rev - 2)
(51,450 sf bldg.)
NW ¼ Section 31, Lake Township

Cozy moved, Davis seconded, and the motion carried with one abstention (Wilkinson) to recommend **conditional approval** of the above-noted *site improvement plan*, subject to the following conditions:

1. Stark County Subdivision Engineer's condition:
 - a. Provide final plans including a grading plan and a utility plan with water services, roof drains, catch basins, and sanitary shown. Indicate how the site's storm water is being collected and directed. Please email .pdf electronic files rather than paper copies to cdbungard@starkcountyohio.gov.
2. Stark County Sanitary Engineer's condition:
 - a. The sanitary sewers, existing and proposed, intended to serve the structure on the site must be shown. Contact Tom Davis (330-451-2335) with questions.
3. Stark Soil & Water Conservation District's condition:
 - a. Previously reviewed and approved project is under an existing NOI. Please submit revisions directly to our office for review. Per the Stark SWCD Checklist, a revised Storm Water Pollution Prevention Plan (SWP3) submitted for review after plan approval will be re-billed based on disturbed acreage. Contact with any questions (330-451-7645).
4. Lake Township Zoning Department's condition:
 - a. The Lake Township Zoning Resolution requires a one-hundred foot (100) rear yard setback when industrial adjoins a residentially zoned parcel. Contact Brian Koher (330-877-9479) 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) In location map, include "St. NW" with Highland Park reference; 2) Call out the distance to the nearest intersection of Meridian and Highland Park; 3) Correct the address on side title bar and plan view as the 4762 Meridian Cir. address shown is not an issued address; 4) Show phone number for owner/developer; 5) Show method in which boundaries are derived; 6) Correct all 4 directionals and the NW & SW Section 32 references on bottom right of plan view; 7) Provide instrument number for existing water line easement reference (located on parcel 2002836); 8) Correct parcel numbers for parcel 2003397 and 10016087; 9) Show/label existing easements on subject tract, including location, width and purpose (FirstEnergy Corp. easement: Instr # 202502240005889, 20 ft. sanitary easement: Instr # 202407220024162, AEP easement: Instr # 201508210033018); and 10) Show the proposed use of building. ***More significant changes may require a revised site improvement plan review.***

Other comments/reports:

Stark County House Numbering: Must obtain house number for new construction. Contact RPC for issuance **after** approval of the site plan has been received.

Stark County Building Department: No flood plain on site.

AEP Ohio: No conflicts. Each developer is encouraged to notify AEP at 1-800-672-2231 for any needed relocations or to apply for electric service.

North Canton Water Department: Contact the North Canton Water Department (330-499-8223) when appropriate to provide water service to the new building. AEM is an existing customer. A private extension was installed in 2024 south from Meridian Circle NW that ends with a private fire hydrant near the NW corner of the proposed building.

Cramers' Inc.

(21,957 sf bldg., walkways, paving and parking)

SW ¼ Section 13, Perry Township

Wilkinson 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 condition:
 - a. 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. Please email .pdf electronic files rather than paper copies to cdbungard@starkcountyohio.gov.
2. Stark County Engineer's condition:
 - a. Our office will require some form of physical barrier to delineate the access drive from the proposed parking area, please reach out to Mike Chapin of the Stark County Engineer's Office (330-477-6781) for more information.
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. Perry Township Zoning Department's condition:
 - a. Approximately 35 parking spaces for a building with a floor area of 21,957 square feet are shown. Article IX Parking and Loading Requirements in Section 901.1M states that warehouses, industrial and manufacturing facilities are to have 1 parking space per 500 square feet of floor area. In this case, approximately 44 spaces. A variance for parking will be needed unless 14 spaces can be added to the parking plan. Contact Jeff Whytsell (330-833-2141) with questions.
5. RPC Staff's conditions:
 - a. Submit three (3) 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 reflect existing property lines of subject tract; 2) Call out the distance to the nearest intersection; 3) Sheet SP101 depicts a different square footage for the proposed building, update sheets accordingly; 4) Correct owner, RGS Real Estate LLC's zip code and show phone number; 5) Show/label right-of-way lines for Southway; 6) Show structure and type of building on parcel 4316457, as it is within 50 feet of subject tract's property line; 7) Show type of building on parcel 4301403; 8) Correct parcel number

4301663; 9) Show/label width of proposed walkways and 10) **Only** submit those pages that have been modified. *More significant changes may require a revised site improvement plan review.*

Other comments/reports:

Stark County Sanitary Engineer: No objection. The Applicant shall contact the Permit Office (330-451-2304) in order to proceed.

Stark County House Numbering: Must obtain house number for new construction. Contact RPC for issuance **after** approval of the site plan has been received.

Stark County Building Department: No flood plain on site.

Canton Water Department: The Canton Water Department will not be providing water service to this project.

AEP Ohio: No conflicts. Each developer is encouraged to notify AEP at 1-800-672-2231 for any needed relocations or to apply for electric service.

Dollar General - Kent/SR 43 & Market

(10,640 sf bldg., dumpster enclosure, walkways, paving and parking)

NW ¼ Section 3, Plain Township

Davis moved, Wilkinson 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 condition:
 - a. 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. Please email .pdf electronic files rather than paper copies to cdbungard@starkcountyohio.gov.
2. Stark County Engineer's conditions:
 - a. The sight distance analysis indicates limited visibility at the site due to the close proximity to the nearest intersection. To minimize conflicts with the existing left-turn storage for Market Ave./SR 43, our office will require the primary access to Market Ave. to utilize the existing entrance/exit, as it also provides greater spacing from the Market Ave./SR 43 intersection.
 - b. A Highway use permit will be required for any work within the county right of way. Please contact Don Bendetta or Charlie Harris (330-477-6781) with questions regarding the permit.
3. Stark County Health Department's condition:
 - a. Proposed sewage treatment system has been reviewed and approved. Retail Food Establishment (RFE) plan review is required. Contact Brittney Baltzley (330-451-1440) for more information.
4. Stark Soil & Water Conservation District's conditions:
 - 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.

- b. Predominately hydric, wetland soils noted on-site. Existing National Wetlands Inventory polygons identified on-site. A wetland delineation and verification/ approval letter from the appropriate agency will be required for this site. See page 6 of the SWCD checklist for additional information. Contact with any questions (330-451-7645). Checklist attached. (Checklist provided).
- 5. Plain Township Zoning Department's condition:
 - a. The Board of Zoning Appeals' approval of a variance for having eight (8) fewer parking spaces than the number of off-street parking spaces required per the Plain Township Zoning Resolution is required. Contact Charles Shalenberger (330-492-4686) with questions.
- 6. Canton Water Department's conditions:
 - a. Referencing page C4.0, the water service will be with a tap, not a cut-in valve.
 - b. Add the enclosed detail C094. Detail attached. (Attachment provided).
 - c. Submit the approved utility plan and the proposed plumbing plan to the Canton Building Department for review and approval. Contact CWD (330-489-3310) with questions.
- 7. RPC Staff's conditions:
 - a. Submit three (3) 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) On location map, adjust street name labeling (Market and Kent/SR 43) for legibility; 2) Show quarter section (03 NW), tract (11) and range (8); 3) Show owner, Stark Mini Storage LLC's address and phone number; 4) Show method in which boundaries are derived; 5) Show/label quarter section line; 6) Show/label location and types of buildings on adjacent lands located within 50 feet of subject tract's property line (parcels 5200130 and 5214997); 7) Show/label dimensions of proposed building; and 8) **Only** submit those pages that have been modified. ***More significant changes may require a revised site improvement plan review.***

Other comments/reports:

ODOT: The applicant will need to apply for an ODOT e-permit for removal of the existing drive apron to SR 43. The SR 43 right-of-way is required to be seeded and restored.

Stark County Sanitary Engineer: The Stark County Metropolitan Sewer District has no sewers within 1,000 feet of the site.

Stark County House Numbering: Must obtain house number for new construction. Contact Health Department for issuance **after** approval of the site plan has been received.

Stark County Building Department: No flood plain on site.

Lake Center Christian School – Gymnasium

(Approx. 14,850 sf addition, 1,200 sf bldg., soccer field, softball field, walkways, paving and parking)
NW ¼ Section 9, Lake Township

Cozy moved, Chapin seconded, and the motion carried with one abstention (Wilkinson) 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 final plans including a grading plan and a utility plan with water services, roof drains, catch basins, and sanitary shown. Indicate how the site's storm water is being collected and directed.
 - 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 sewers, existing and proposed, intended to serve the structure on the site must be shown. Contact Tom Davis (330-451-2335) with questions.
3. Stark Soil & Water Conservation District's condition:
 - a. Further information/detail is required. This project appears to be part of a larger common plan of development. Please contact our office directly (330-451-7645) to discuss scope of project and additional details. Additional information can be emailed to SWCDPLANS@starkcountyohio.gov.
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) Call out the distance to the nearest intersection; 2) Show phone number for owner/developer; 3) Correct the quarter section reference in top right of plan view (shows as SE Quarter Section 4, should be SW directional); 4) Correct the spelling of Edison Access Street; 5) Show/label right-of-way line for eastern side of Kaufman; 6) Show quarter section line breaks (lower right corner and upper left corner of plan view); 7) Show/label existing and proposed utilities and easements, including location, type and size; 8) Show/label adjacent owners of unplatted land and plat name, lot range, book/page and individual lot numbers of adjacent platted lands; 9) Label the types of buildings on adjacent land within 50 feet of subject tract's property lines; and 10) Show/label dimensions of proposed parking spaces, walkways and softball field. ***More significant changes may require a revised site improvement plan review.***

Other comments/reports:

Stark County House Numbering: Must obtain house number for new construction. Contact RPC to discuss numbers and for the issuance **after** approval of the site plan has been received.

Stark County Building Department: No flood plain on site.

Pav's Beanery - Easton/Plain

(800 sf bldg., dumpster enclosure, patio, walkways, paving, parking and access drive)
SE ¼ Section 11, Plain Township

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

1. Stark County Engineer's conditions:
 - a. Please provide additional information to the County Engineer's Office regarding site traffic generation, including projected peak-hour volumes and the expected timing of that peak period. Turning movement counts should also be included. This information can be submitted to Mike Chapin at the County Engineer's Office.
 - b. A Highway Use permit will be required for any work within the county right of way. Please contact Don Bendetta or Charlie Harris (330-477-6781) with questions regarding the permit.
2. Stark County Health Department's condition:
 - a. Food Service Operation (FSO) plan review is required. Contact Brittney Baltzley (330-451-1440) for more information.
3. Plain Township Zoning Department's condition:
 - a. The Board of Zoning Appeals' approval of a Planned Commercial Complex for two (2) or more uses as permitted in this district is required. Contact Charles Shalenberger (330-492-4686) with questions.
4. Canton Water Department's conditions:
 - a. Referencing page C3.0, Note 6, replace the second sentence with "See the attached Acceptable Water Service Materials List on page C-__."
 - b. Attach the enclosed Acceptable WS Materials_2025 to either page C3.0 or C3.2. Acceptable Materials List attached. (Attachment provided).
 - c. Submit the approved utility plan and the proposed plumbing plan to the Canton Building Department for review and approval. Contact CWD (330-489-3310) with questions.
5. RPC Staff's conditions:
 - a. Submit four (4) 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) The location map is referencing an incorrect parcel as the subject tract; 2) Call out the distance to the nearest intersection; 3) Correct lot range for Faulb Estates No. 3 (should be lots 19-30); 4) Show proposed restaurant seating capacity; and 5) **Only** submit those pages that have been modified. *More significant changes may require a revised site improvement plan review.*

Other comments/reports:

Stark County Sanitary Engineer: No objection. The Applicant shall contact the Permit Office (330-451-2304) in order to proceed.

Stark County House Numbering: Must obtain house number for new construction. Contact RPC for issuance **after** approval of the site plan has been received.

Stark County Building Department: No flood plain on site.

AEP Ohio: No conflicts. Each developer is encouraged to notify AEP at 1-800-672-2231 for any needed relocations or to apply for electric service.

Discussion:

Cozy asked if it was similar to other local Pav's; would it be just coffee or would they also offer ice cream. Pav's representatives said they only serve coffee, with flavor options inspired by their ice cream

varieties.

FINAL PLAT REVIEW

Jonelle Melnichenko presented the staff review and recommendations on the following:

Belpar No. 14

(replat of parts of lot 44 in Belpar No. 3)
SW ¼ Section 24, Jackson Township

Cozy moved, Clark 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 to reflect as David Thorley.
 - b. **All conditions and corrections must be met no later than 12 p.m. on April 9, 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 structure on the proposed parcel is served by the Stark County Metropolitan Sewer District system.

Stark County Building Department: No flood plain on site.

AEP Ohio: Existing underground high voltage would need located before excavation. Each developer is encouraged to notify AEP Ohio at 1-800-672-2231 for any needed relocations and to apply for electric service.

Frank Farms No. 3

(replat of lots 36-44 in Frank Farms No. 2)
NE ¼ Section 14, Jackson Township

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

1. Stark County Subdivision Engineer's conditions:
 - a. Prepare a blow-up view of the corner of lots 58 and 59 at the R/W as requested in the sketch review. Include the water service easement and readable details of the limits of curve C12.
 - b. Prepare a blow-up view of the corner of lots 55 and 56 at the R/W. Clarification is needed for the limits of curve C15, as requested in the sketch review.
2. RPC Staff's conditions:
 - a. Correct lot numbers on original tract drawing for Lake Cable Section L, lot 597 is missing and is causing the remaining numbers to be off.
 - b. Correct PPN for former lot 38 to 10019169.
 - c. Correct the label for Cable Bridge Circle and add the NW directional.
 - d. Provide the lot range (5-53) for Frank Farms No. 2 call out.
 - e. Add the NW directional for Cherry Blossom Circle on pages 2-3.

- f. Provide an arrow to the 20' public drainage easement running north/south and label the dimension.
- g. Correct the instrument number for sanitary sewer easement from 202501220002191 to 20241130038896.
- h. **All conditions and corrections must be met no later than 12 p.m. on April 9, 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 proposed parcels are served by the Stark County Metropolitan Sewer District system.

Stark County House Numbering: Must obtain house number for new construction. All existing numbers will need to be re-evaluated. Please contact RPC for issuance once the plat has been approved.

Stark County Building Department: No flood plain on site.

AEP Ohio: Existing underground high voltage would need located before excavation. Each developer is encouraged to notify AEP Ohio at 1-800-672-2231 for any needed relocations and to apply for electric service.

ADJOURNMENT

There being no further business, the meeting adjourned at 1:50.

Respectfully submitted,

Susan Nason