

MINUTES OF SUBDIVISION REVIEW COMMITTEE MEETING
June 8, 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, June 8, 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
Nicole Wilkinson, Lake Township Resident

RPC Staff:

Jonelle Melnichenko, Chief of Planning
Curtis Bungard, Subdivision Engineer
Abdullah Alanazi, Engineering Technician
Corine Valentine, Regional Planner II
Nicole Blunk, Senior Regional Planner
Bob Nau, Executive Director
Chloe Garner, Intern
Lauren Durr, Intern
Susan Nason, Administrative Assistant

Others:

David Hayes, Partner Land
Patrick Long, Lake Highlands
Mike Kendall, GBC Design

MINUTES OF MAY 4, 2026

Clark moved, Wilkinson seconded, and the motion was carried to **approve** the minutes of the May 4, 2026, meeting.

SITE IMPROVEMENT PLAN REVIEW

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

6517 Promler

(11,840 sf bldg., retaining wall, ramp, paving & parking)
NW ¼ Section 13, Jackson Township

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

1. Jackson Township Zoning Department's condition:

- a. Per the applicant, the building will be utilized for a warehouse. Based on the square footage of the building, 12 parking spaces will be required for the warehouse and must be shown on the site plan. Upon the parking being shown in compliance with zoning there would be no objection to the site plan.

2. RPC Staff's conditions:

Submit two (2) paper copy **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) Label the roadways within the location map for nearest intersection; 2) Provide township tract, range & distance to the nearest intersection; 3) Provide the owners address & phone number; 4) Provide the distance & bearings along all property lines & method delivered; 5) Show/label all adjacent right-of-way lines & centerlines; 6) Provide the NW directional for Promler; 7) Show/label the wood area on the subject tract; 8) Provide plat name, book & page, lot range & individual lot numbers for subject tract & adjacent platted areas; 9) Provide dimensions of all improvements & use of building; 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 Engineering Department: No objection to this site improvement plan. 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.

Jackson Township Fire Department: A fire hydrant shall be within 400 feet of all portions of the proposed building.

North Canton Engineering Department: The existing building is served by a separate 1" tap and 1" copper service line. Please have the applicant contact the City of North Canton Water Department at 330-499-8223 option 4 when they are ready for the city to install the proposed 2" tap, 2" copper service line to the R/W and lastly set the 2" service box for the proposed building.

Bennetts Express

(8,432 sf bldg.)

SW ¼ Section 35, Tuscarawas 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 conditions:
 - a. Provide bearings for all property lines shown on the site plan.
 - b. Provide a final plan showing utility connections and roof drain. Discharge roof on-site with separation from the neighboring property lines.

- c. Show adjacent property structures within 50' of the property.
 - d. Show and label quarter section lines along Poorman St SW.
 - e. Provide the owner's phone number on the site plan.
 - f. Please email .pdf electronic files rather than paper copies to cdbungard@starkcountyohio.gov.
2. Stark County Health Department's conditions:
 - a. Please provide information to the Health Department to determine if additional wastewater flow will be generated on this property, which may necessitate a septic system upgrade or new system.
 - b. The Health Department review and approval is required to ensure existing sewage treatment system is not impacted by proposal and area for future replacement is reserved.
 - c. Please consult the Stark County Building Department to determine if a restroom will be required for this structure.
 - d. Contact Todd Paulus at 330-451-1475 with any questions.
3. RPC Staff's conditions:

Submit two (2) paper copy **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) Provide the township tract, range & distance to nearest intersection; 2) Provide the address of the plan preparer; 3) Provide the bearings, distances, & method derived; 4) Show/label the centerline of Poorman; 5) Show/label the septic area; 6) Show structures on adjacent property within 50' of the subject tracts property lines & provide the use; 7) Provide owners of adjacent properties; and 9) Must meet setback requirements (25 foot rear yard). ***More significant changes may require a revised site improvement plan review.***

Other comments/reports:

Stark County Sanitary Engineer: The site is not served by the Stark County Metropolitan Sewer District system.

Stark County House Numbering: Must obtain house number for new construction. Contact the Stark County Health Department for issuance. The house number will not be issued until **after** approval of the site plan has been received.

Stark County Building Department: No flood plain on site.

PRELIMINARY PLAN REVIEW

Melnichenko presented the staff review and recommendations on the following:

Belden Reserves

SE & SW ¼ Section 25, Jackson Township

The following variances were received for this project:

Section 520.3: Street Right-of-Way Widths

Cozy moved, Davis seconded, and the motion carried with one abstention (Wilkinson) to recommend **approval** of the variance request of Section 520.3.

Discussion:

Davis asked whether Jackson Township Fire Department had weighed in on this as Sanitary Engineering would require a Cul de Sac or a Turnaround. Melnichenko noted his question would be addressed in the subsequent variances.

Section 520.8: Dead End Streets, Cul-de-Sacs, and Turnarounds

Davis moved, Cozy seconded, and the motion carried with one abstention (Wilkinson) to recommend **conditional approval** of the variance request of Section 520.8 subject to the following conditions: a T-type turnaround being placed at the end of the proposed dead-end street that meets the turnaround radius requirements for a road intersection (25' RW-10.5'=14.5' road radius), adequate width being provided for the turnaround, pavement design thickness being the same as the main road for multifamily street, and wetlands being affected by the installation of the turnaround being shown; the emergency access road to Dressler is not an acceptable turnaround, as originally proposed, because it is too far from the end of the street.

Section 520.8.A.1: Permanent Dead-End Street Length

Cozy moved, Davis seconded, and the motion carried with one abstention (Wilkinson) to recommend **conditional approval** of the variance request of Section 520.8.A.1 subject to the following condition: an approved turnaround being placed at the end of the dead-end street

Davis moved, Cozy 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 Preliminary Plan that has been signed by the Township Zoning Inspector.
 - b. Correct the typical section to show the roadway materials and thickness matching what was constructed in the field.
 - c. Add a gravel shoulder to the unconfined asphalt edges of the typical roadway section. We have allowed full depth gravel shoulders at the roadway wedge with a width of three feet.
 - d. Show the proposed turn around at the dead-end street. Show the proposed contours for the same.
 - e. Show the wetlands affected by the proposed turn around.
 - f. Change the label of the gravel access road from "Prop. Emergency Turnaround" to "Proposed Emergency Access Drive"
 - g. Show a proposed easement for the emergency access drive.
 - h. Show proposed easements for the storm sewers and Storm Water Management Basins.
 - i. Determine the sight distance triangles for the access at Montgomery. Remove or relocate the proposed landscaping mounds accordingly.
 - j. Relocate the proposed 7x3x3 monument sign outside of the sight distance triangle and outside the proposed R/W.
 - k. Indicate the proposed R/W radii where the proposed road meets Montgomery St. NW.
 - l. Indicate the 12' utility easement outside of the proposed R/W.
 - m. 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, unless variances have been granted. Furnish construction final plans and related design information

- to the Subdivision Engineer, which sufficiently show how these requirements will be met. Construction plan review fees shall apply.
- n. This roadway was built as a condominium roadway without design review, inspection, or testing from the Subdivision Engineer. Onsite investigation of the work shall be required. Testing such as pavement cores, and sewer televising may be needed for approval. Work items found to be deficient or incomplete will require completion prior to platting the property. Alternatively, an acceptable performance bond may be posted if the property is platted before final acceptance.
 - o. Please send PDF electronic files by email rather than paper copies to cdbungard@starkcountyohio.gov.
2. Stark County Sanitary Engineer's condition:
 - a. Landowner must grant the Board of Stark County Commissioners the sanitary sewer easement shown in the construction plans for Private Extension No. 2024.01. Contact Tom Davis (330-451-2335) with questions.
 3. Stark County House Numbering's condition:
 - a. Correct "Belden Reserve Dr. NW" to "Belden Reserve Cir. NW". Street name has been reserved. Post office may require cluster boxes for new allotments.
 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 at SWCDPlans@StarkCountyOhio.gov.
 - b. Predominately hydric, wetland soils noted on-site. Both streams and riverine wetlands indicated 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 Todd Clark at 330-451-7645 for questions. (Checklist attached). (Checklist provided).
 5. Jackson Township Zoning Department's conditions:
 - a. Due to being an R-3 PUD development, a summary table showing the required zoning data and the proposed site data, including but not limited to, maximum building and paving coverage, total acres of the development, number of dwelling lots, minimum square footage of dwellings, minimum lot size required and provided, and the linear footage of each landscaping mound, width, height, and number of shrubs provided per mound. Mounding is required where the rear of the units abut an R-R, R-1, or R-1 A district and/or an existing road right of way. Mounds are required to be at least 5 ft. in width, no less than 4 ft. or more than 6 ft. in height and have at least 10 shrubs for every 100 linear feet of mound.
 - b. The plan must be approved by the Jackson Township Trustees as a revision to a previously approved R-3 Planned Unit Development District prior to any final zoning approval. Contact Joni Poindexter at 330-832-8023 for questions.
 6. RPC Staff's conditions:
 - a. The following information is required to be shown and labeled on the plan, in accordance with Sections 410 and 520 of the Stark County Subdivision Regulations: 1) Include the 25 SW ¼ section in the location description; 2) Provide the Monterey Heights No. 2 subdivision, plat book & page, lot range, & individual lot number for the tract to the south; 3) Update the owner of PPN 1702442 to the north; 4) Show/label right of way lines & centerline of Belden Reserve; 5) Update Belden Reserve Dr. to Belden Reserve Cir. & label the roadway width; 6)

- Provide a chart with total acreage, number of lots, typical lot size, acreage in lots, acreage in open space, acreage in roadway, & water & sewer provider; and 7) Provide a turnaround at the end of the permanent dead-end street.
- 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: A Right of Way Permit will be required for any work done within the County Road right-of-way, as well as a driveway permit for any improvements to access drive on Dressler Rd. Please contact Don Bendetta or Charlie Harris (330-477-6781) with questions regarding the permits.

Stark County Building Department: No flood plain on site.

FINAL PLAT REVIEW

Melnichenko presented the staff review and recommendations on the following:

Berkshire Farms No. 8

(replat of lot 56 in Berkshire Farms No. 2 & lot 89 in Berkshire Farms No. 6)
SW ¼ Section 8, Jackson Township

Cozy moved, Wilkinson 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 the owner of PPN 10012222
 - b. Update the distance along Emerson Cir. NW.
 - c. **All conditions and corrections must be met no later than 12 p.m. on June 11, 2026, or the plat will be denied.**

Comments/reports:

Stark County Sanitary Engineer: The proposed parcels are served by the Stark County Metropolitan Sewer District system. Contact Tom Davis (330-451-2335) with questions.

Stark County Auditor: Executed deeds are required to transfer.

Stark County Building Department: No flood plain on site.

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

Dimmerling Estates No. 3

(replat of lots 20 & 21 in Dimmerling Estates No. 1)
SW ¼ Section 34, Nimishillen Township

Davis moved, Wilkinson seconded, and the motion carried to recommend **approval** of the above-noted *final plat*.

Comments/reports:

Stark County Sanitary Engineer: The proposed parcel is not served by the Stark County Metropolitan Sewer District system.

Stark County Building Department: No flood plain on site.

Downs & Hinton's Acreage Allotment No. 4 (Rev – 2)

(replat of part of lots 6 & 7 in Downs & Hinton's Acreage Allotment)

SW ¼ Section 26, Plain Township

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

1. Stark County Subdivision Engineer's conditions:
 - a. Provide owner signatures and completed notarization on the acknowledgement page.
 - b. Provide a copy of the referenced RW exception recorded in Vol. 1679, Page 550, or revise the reference if incorrect.
 - c. Revise the plat title to remove the reference to the Southwest Quarter outside of lots 6 & 7 if none exist outside of Lots 6 and 7.
 - d. Please email PDF electronic files rather than paper copies. Contact Curtis Bungard (330-451-7366) with questions.
2. RPC Staff's conditions:
 - a. Correct spelling of RPC President's last name (should be 'Thorley').
 - b. In 'Area To Be Dedicated' section, parcel 5206109 (Letter 'B') should depict the owners to be the co-trustees of the Thomas H. Kell Rev. Trust.
 - c. **All conditions and corrections must be met no later than 12 p.m. on June 11, 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 structures on the proposed parcels are connected to the Stark County Metropolitan Sewer District system.

Stark County Building Department: No flood plain on site.

Plain Township Zoning Department: Approval of the final plat is recommended as it meets the requirements of the Plain Township Zoning Resolution. Please note the following setback variances have been granted by the Board of Zoning Appeals:

- Appeal #412-86-A: East side setback of 16 feet and west side setback of 17 feet at parcel 5206110.
- Appeal #659-90-A: East side setback of 21 feet and rear lot line setback of 17 feet at parcel 5206110.

- Appeal #1011-00-A: East side setback of 15 feet, west side setback of 15 feet, and rear lot line setback of 15 feet at parcel 5217480.

Portview No. 4

(replat of lot 16 and part of vacated Astrojet St. NW in Portview No. 2)
SW ¼ Section 2, Jackson 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. Stark County Subdivision Engineer's conditions:
 - a. Provide original surveyor signature and seal on the final plat.
 - b. Provide owner's signature and complete notarization on the acknowledgement page.
 - c. Revise the plat title to read "all" of vacated Astrojet St. NW, not "part."
 - d. Verify and revise the subdivision reference shown as "Portview No.3, P.B.36, Page 128, Lots 29-38" to read "Portview No. 2..." on the parent tract detail.
 - e. Contact Curtis Bungard (330-451-7366) with questions.
2. RPC Staff's conditions:
 - a. Correct the owner's middle initial under "Owners" section (should be 'E').
 - b. **All conditions and corrections must be met no later than 12 p.m. on June 11, 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 parcel is not served by the Stark County Metropolitan Sewer District system.

Stark County Building Department: No flood plain on site.

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

Sparwood Farms No. 3

(replat of Blocks A & B in Sparwood Farms No. 1 and part of the NE ¼ Section 2, Plain Township)
NE ¼ Section 2, Plain Township

Cozy moved, Davis seconded, and the motion carried with one abstention (Wilkinson) to recommend **approval** of the above-noted *final plat*.

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(s) for new construction. Corner lots must designate which street the front door will face. Please contact RPC for issuance after the plat has been recorded.

Stark County Building Department: No flood plain on site.

VARIANCE REQUEST

Blunk presented the staff review and recommendations on the following:

Lake Highlands, Ltd.

Proposal to create more than five lots without a plat and sale of land within Lake Highlands Subdivision.
NW ¼ Section 17, Lake Twp

Section 310.A.4: Minor Subdivisions (lot splits)

Cozy moved, Davis seconded, and the motion carried with one abstention (Wilkinson) to recommend **conditional approval** of the above-noted *variance request* of Section 310.A.4 subject to the following condition: the 0.38- acre parcel be platted within the Lake Highlands Subdivision.

Discussion:

Davis inquired about the proposed water and sewer connections and whether a performance bond was in place for the subdivision improvements. Mike Kendall (GBC Design) and Patrick Long (Lake Highlands) confirmed that, while the intent is to connect to the new subdivision utilities, existing water and sewer lines along Mogadore Road are available through existing easements if the subdivision utilities are not completed or accepted by Stark County. Long acknowledged this contingency. Davis deferred any additional conditions.

Section 720: Sale of Land within Subdivisions

Cozy moved, Davis seconded, and the motion carried with one abstention (Wilkinson) to recommend **approval** of the above-noted *variance request* of Section 720.

Comments/reports:

Stark County Health Department: Proposed tract(s) must be provided with sanitary sewer.

Stark County House Numbering: It should be noted that a house number for the model home will be issued to Mogadore, however, if the house will be facing the local road within the subdivision, a new number must be issued once the road is platted.

Stark County Building Department: No flood plain on site.

Ryan A. & Hannah B. Raber and Gabriel J. Weaver

Proposal to permit a parcel to have less than the required lot frontage
SW ¼ Section 32, Tuscarawas Township

Section 312.A.4.g.1: Large Lot Developments (lot splits)

Cozy moved, Davis seconded, and the motion carried with one abstention (Wilkinson) to recommend **conditional approval** of the above-noted *variance request* of Section 312.A.4.g.1 subject to the following conditions: an updated survey be provided showing the existing access easement and review and approval from the Stark County Health Department be completed.

1. ODOT's condition:

- a. Provide an updated survey reflecting the existing access easement since the common drive is shared by several parcels. Contact Thomas Brett 330-786-4893 with questions.
2. Stark County Health Department's condition:
 - a. Health Department review and approval is required to ensure existing sewage treatment system is not impacted by the proposed split and area for future replacement is reserved. Contact Todd Paulus with questions at 330-493-9904 x 2022.

Comments/reports:

Stark County Building Department: No flood plain on site.

ADJOURNMENT

There being no further business, the meeting adjourned at 2:01 p.m.

Respectfully submitted,

Susan Nason