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LIMA-ALLEN COUNTY REGIONAL PLANNING COMMISSION

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TO:

# COMMUNITY DEVELOPMENT COMMITTEE

Mr. Jon Basinger Mr. Mark Bishop Ms. Susan Crotty Mr. Drew Fields Mr. Russ Holly Mr. Greg Kessen Mr. Tony Wilkerson Ms. Laura Bassitt Mr. Sean Chapman Mr. Tom Ekleberry Mr. Todd Gordon Mr. Dan Kaseman Mr. Lynn Mohler

FROM: Mitchell Kingsley

DATE: January 14, 2021

RE: <u>CDC Meeting</u>

There will be a meeting of the **Community Development Committee** of the Lima-Allen County Regional Planning Commission held on **Thursday, January 21, 2021**, at **3:30 p.m.** in the Conference Room of the Commission office located at 130 West North Street, Lima, Ohio.

The agenda will be as follows:

- 1. Roll Call
- 2. Approval of CDC Minutes August 20, 2020
- 3. RTA Report
- 4. DRAFT FY 2022 Unified Planning Work Program
- 5. DRAFT 2020 Fatal Crash Summary Report
- 6. DRAFT Harrod Comprehensive Plan
- 7. DRAFT Title VI Plan
- 8. DRAFT Walk.Bike.Ohio Plan
- 9. Access Ohio 2045 Plan
- 10. Other
- 11. Adjournment

To comply with Ohio Director of Health guidelines and orders limiting/prohibiting group gatherings of more than 10 persons, no in-person attendance at LACRPC meetings by the public will be available. The public can view committee meetings via the LACRPC Facebook page at <a href="https://www.facebook.com/Lima-Allen-County-Regional-Planning-Commission-114563720277180/">https://www.facebook.com/Lima-Allen-County-Regional-Planning-Commission-114563720277180/</a>. Anyone wanting to exercise Privilege-of-the-Floor, for a committee meeting, must contact the LACRPC at 419-228-1836. Meeting agendas/minutes are published on the LACRPC website; click on the "Committees" tab on the left for more meeting information.

NOTE: PLEASE CALL THE LACRPC WHETHER OR NOT YOU PLAN TO ATTEND.



# **COMMUNITY DEVELOPMENT COMMITTEE**

# January 21, 2021

There was a meeting of the **Community Development Committee** of the Lima-Allen County Regional Planning Commission held on **Thursday, January 21, 20210**, at **3:30 p.m.** in the Conference Room of the Commission office located at 130 West North Street, Lima, Ohio.

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- 10. Other
- 11. Adjournment

A quorum being present, Mitchell Kingsley brought the meeting to order and proceeded with the agenda.

### 1. ROLL CALL

| Ms. Laura Bassitt     | Village of Lafayette |
|-----------------------|----------------------|
| Mr. Mark Bishop       | Shawnee Township     |
| Ms. Susan Crotty      | City of Lima         |
| Mr. Tom Ekleberry     | Village of Harrod    |
| Mr. Dan Kaseman       | Village of Elida     |
| Mr. Greg Kessen       | Perry Township       |
| Mr. Mitchell Kingsley | Village of Bluffton  |
|                       | -                    |

### <u>GUESTS</u>

Ms. Karen Garland Allen County Regional Transit Authority

### **STAFF**

| Mr. Shane Coleman  | Lima-Allen County Regional Planning Commission |
|--------------------|--|
| Mr. Adam Haunhorst | Lima-Allen County Regional Planning Commission |

### 2. APPROVAL OF CDC MINUTES - August 20, 2020

### Motion 01 (01-21-21) CDC

Susan Crotty made the motion to approve the CDC minutes of August 20, 2020. Seconded by Greg Kessen; motion carried.

### 3. RTA REPORT

Karen Garland reported that the Committee should have received the ridership information via email. Allen County Regional Transit Authority (ACRTA) experienced a decline in ridership in 2020 due to the COVID-19 pandemic. The past few months, RTA has gotten back on track in

# 3. RTA REPORT (Continued)

ridership numbers. RTA is currently working with businesses in Bluffton as well as with the Mayor of Bluffton. RTA is also working with Delphos businesses and its Mayor to possibly develop shuttle services to both municipalities for jobs access. The plan is to possibly begin these services in either May or June. Karen Garland stated that RTA is looking at several new transportation ideas to determine where the Agency currently is and where it would like to go. Mitchell Kingsley asked if these possible new routes would be considered fixed routes. Karen Garland replied in the affirmative and reported that there would be pick-up points and passengers would be taken from Lima to Bluffton or Delphos and passengers from Bluffton or Delphos would be taken to Lima. Mitchell Kingsley asked if these routes may use an 18-passenger bus. The routes would be re-evaluated after a time and if a larger bus required, then the type of buses will be changed.

### Motion 02 (01-21-21) CDC

Greg Kessen made the motion to accept the RTA Report. Seconded by Dan Kaseman; motion carried.

# 4. DRAFT FY 2022 UNIFIED PLANNING WORK PROGRAM

Shane Coleman reported that the Lima-Allen County Regional Planning Commission (LACRPC) is required to develop a Unified Planning Work Program (UPWP) each year. The document is currently in a draft status. The "official" draft should be available later next week and will be posted to the RPC website for review after going through the internal Committee structure next week. Shane Coleman stated that many on this Committee are familiar with the UPWP. The first portion contains the Introduction as well as the history of the RPC and what the Agency does. It also lists the Agency's requirements as per the Ohio Department of Transportation (ODOT), Federal Highway Administration (FHWA) and Federal Transit Authority (FTA). It also lays out the structure of the RPC with the internal structure, representatives and Commission members as well as the members of the various Committees and what each Committee does. Shane Coleman reported that it explains the transportation planning process, the FAST Act and planning factors and federal and state planning requirements. These items are included in the UPWP each year. The next portion contains the actual work program itself. The 100 series represents local work. Sub-Category 105 represents Information Services and includes the Census data. Sub-Category 201 represents Emergency Services Planning for EMA, D.A.R.E., Criminal Justice, etc. Sub-Category 205 represents the Safe Communities Grant through the Ohio Department of Public Safety (ODPS). Evelyn Smith has been managing the grant locally since its inception. She is in the process of retiring and her last day is next Friday, January 29<sup>th</sup>. She has been in and out of the office helping to train the new employee hired to fill her position. Shane Coleman reported that Sub-Category 415 represents the Community Development Block Grant (CDBG) program that the Agency administers for the Commissioner's. Sub-Category 501 represents zoning regulations, Sub-Category 505 represents Subdivision regulations and finally, Sub-Category 510 represents floodplain regulations. The last three sub-categories have kept staff very busy over the past year as there have been numerous lot splits and land divisions and has continued into this year. Shane Coleman reported that the next section represents the ODOT portion. Under the 600 Series, Sub-Category 601 represents Short-Range Planning and deals with the Public Participation Plan (PPP), data collection for ODOT, Title VI, Environmental Justice (EJ), Completion Report, the UPWP, High Crash Intersections, Roadside Safety Audits (RSA), etc. Sub-Category 602 represents the Transportation Improvement Program (TIP). A TIP must be developed every 4 years. Also included is TIP maintenance such as the TIP/STIP amendments and the List of Obligated Projects. Shane Coleman reported that Sub-Category 605 represents Surveillance activities. Recently, the RPC has been allowed access to a

# 4. DRAFT FY 2022 UNIFIED PLANNING WORK PROGRAM (Continued)

program called Streetlight which is data gathering software that ODOT has a membership for. The use of Streetlight has been added to the UPWP. Streetlight allows staff to analyze traffic, bike and pedestrian activities and a bus component is being added to the software. The software utilizes cellphone GPS data to compile data and map out the data. Adam Haunhorst stated that Streetlight is continually adding functionalities to its software which will expand on what staff may be able to do and use it for. Mitchell Kingsley asked if Streetlight is going to be able to replace traffic counts. Adam Haunhorst replied that actual traffic counts may never be replaced because data should always be able to be verified. StreetLight can help to augment data and assist in obtaining more traffic counts and increase the frequency of counts. Shane Coleman reported that Sub-Category 605.8 represents looking at alternative forms of transportation such as biking, hiking, etc. The MPO also works to implement Complete Streets policies, establish active transportation policies, support Safe Routes to Schools (SRTS) programming, energy efficiency as well as partner with other entities to develop and implement community vision plans in an effort to realize more equitable, healthy, safe and livable communities. Shane Coleman stated that staff will continue to work with the West Ohio Community Action partnership (WOCAP) and the Department of Housing and Urban Development (HUD) through the Lima Housing Task force under this category. This category also includes ADA Transition Plans and staff has been in conversations with the Village of Bluffton as well as the Village of Spencerville and the City of Delphos administrators pertaining to Ada Transition Plans. Shane Coleman stated that this UPWP begins July 1, 2021. Shane Coleman stated that the UWP next moves on to the Long-Range Transportation Planning and the modeling and efforts staff works on to assist ODOT's Long-Range modeling. RPC's 2040 Long-Range Transportation Plan (LRTP) is currently in place but within 2 years, staff will begin working on a new LRTP. Shane Coleman reported that Sub-Category 610.4 represents Long-Range Planning which includes a comprehensive overview and view of communities, transportation, housing, subdivisions and anything that will affect transportation. Staff has just begun the process of updating the Village of Elida Comprehensive Plan, completed the Village of Harrod Comprehensive Plan and had begun working on a City of Lima Comprehensive Plan. Shane Coleman reported that Sub-Categories 674 and 675 represent the RPC's work for and with RTA as well as RTA's work with the RPC. The end of the document will contain all of the financial tables, resolution(s) accepting the document, Title VI compliance information and the RPC organizational chart. The draft document should be available on the website later next week after going through the internal Committee structure. Greg Kessen asked when the final document would be available. Shane Coleman stated that after the draft is released, there is a 30-day comment period and after that, staff will include any comments, suggestions, etc. and then the final document will go through the internal Committee structure to be finalized in either February or March. Mitchell Kingsley asked who was taking Evelyn Smith's position. Shane Coleman replied that the young man's name is John Kesner.

### Motion 03 (01-21-21) CDC

Susan Crotty made the motion to accept the DRAFT FY 2022 Unified Planning Work Program. Seconded by Greg Kessen; motion carried.

# 5. DRAFT 2020 FATAL CRASH SUMMARY REPORT

Shane Coleman reported that this report is also in a draft status and as 2020 just completed, staff is just beginning to compile the data. The draft will go through the internal Committee structure next week and available on the website late next week. Adam Haunhorst presented a PowerPoint presentation and reported that Allen County experienced 10 fatal crashes which resulted in 10 fatalities. Allen County was up 3 crashes and 1 fatality from 2009. The Lima urbanized area accounts for 60% to 70% of all fatal crashes which includes Lima, Elida,

# 5. DRAFT 2020 FATAL CRASH SUMMARY REPORT (Continued)

portions of Shawnee and portions of Bath. Shawnee Township experienced the highest number of fatalities at 4 followed by 2 in the city of Lima and 2 in Marion Township. Adam Haunhorst reported that the blue line on the map of Allen County depicts the Lima urbanized area. Six of the ten fatal crashes had alcohol as a contributing factor in the crash and four of the fatal crashes involved excess speed. Of the alcohol related crashes, six of the ten occurred during nighttime hours. Adam Haunhorst reported that seat belts do help to save lives and almost without exception, those that were not wearing seat belts passed away. This is the first year in almost a decade that there were no motorcycle fatalities but there was almost a 400% increase in pedestrian fatalities (from 0 to 4). Greg Kessen asked if there were any specific statistics on pedestrian fatalities and why they occurred such as jaywalking, etc. Adam Haunhorst replied that one was a hit/skip in Lima therefore, there is no specific information available, two are suspected suicides but nothing has been confirmed and the final was a man that was believed to be intoxicated and tripped and fell off the median outside of Fazoli's on Elida road and fell into oncoming traffic. Adam Haunhorst stated that there was another suspected suicide in Marion Township whereby the driver of a vehicle drove his vehicle head-on into a pole. Another was a drowning on Buckeye Road whereby, the driver drove off the road into a pond near the refinery. His injuries were not considered fatal but he could not exit the vehicle and drowned. Shane Coleman stated that staff is working to "condense" the information in the reports to eliminate redundancies. Any information that staff has gathered will be available upon request. Staff is working to include the performance measures in these crash reports that the MPO is required to work towards achieving. Adam Haunhorst stated that staff is addressing the topics most frequently requested and are topics most frequently part of discussions such as impaired driving, pedestrian safety, distracted driving, etc. Staff continues to collect the data but the redundant data is not included in the document. Mitchell Kingsley asked about bike /fatalities. Adam Haunhorst replied that there were no bike fatalities in 2020.

### Motion 04 (01-21-21) CDC

Mark Bishop made the motion to accept the DRAFT 2020 Fatal Crash Summary Report . Seconded by Laura Bassitt; motion carried.

# 6. DRAFT HARROD COMPREHENSIVE PLAN

Shane Coleman reported that staff has been working with the Village of Harrod on their Comprehensive Plan since early summer. Cody, Adam and Dode, part of the RPC staff as well as the Mayor of Harrod and Tom Ekleberry have worked hard on compiling this document. Shane Coleman reported that staff collected data, there were community surveys conducted, Village council members took surveys to many of the village residents to complete in person. Staff participated in numerous discussions with village officials. The draft of the document is located on the RPC website. The document was out for public review for 30 days and staff is awaiting any comments. Shane Coleman reported that Sections 2-6 discusses the site situation, climate, soils, land use patterns, etc. Section 3 discusses population, families, households, poverty, education, etc. Section 4 reviews infrastructure such as housing, waterlines and sewer lines, rental costs, vacancies, waste water, stormwater, transportation, etc. Section 5 reviews the environment. Shane Coleman stated that Section 6 reviews the economy and the economic state of the village. Section 7 reviews projections and action plans. Section 8 goes over the planning process in a little more depth, summarize the document and discuss recommendations. Staff anticipates bringing the final version through the internal Committee structure in February. Mitchell Kingsley asked what the advantages to having a comprehensive plan might be. Shane Coleman replied that is provides a perspective of where a city or village is, the demographics and dynamics and setting up a vision of where the city or village would like to go; a vision for land use and development in the future based on current infrastructure. A

# 6. DRAFT HARROD COMPREHENSIVE PLAN (Continued)

comprehensive plan also assists a city or village when looking to apply for grant funds for various projects as data is already at "your fingertips". It also helps to stir up enthusiasm from residents and maybe get residents to begin talking about their community. Mitchell Kingsley stated that the Village of Bluffton has applied for several grants for active transportation projects (bike paths) and the village used its Master Plan to help complete those grant applications. The Master Plan is not as comprehensive but it was still a great help. Maybe Bluffton should consider having a comprehensive plan developed. Dan Kaseman asked if there were any villages within Allen county that do not have a comprehensive plan in place. Adam Haunhorst stated that most of the townships and several of the villages do have comprehensive plans in place and staff has recently updated several of them. Shane Coleman stated that the website has the Plans listed. Adam Haunhorst stated that the comprehensive plans also factor in to zoning requests and the DCC's recommendations for said zoning requests.

# Motion 05 (01-21-21) CDC

Susan Crotty made the motion to accept the DRAFT Harrod Comprehensive Plan. Seconded by Greg Kessen; motion carried.

# 7. DRAFT TITLE VI PLAN

Shane Coleman reported that staff is in the process of working on the update to the Title VI Plan. Staff received notice from ODOT pertaining to some updates that were required. Title VI relates to the RPC's involvement in the public involvement process, avoiding discrimination in anything that the Agency does, how the RPC deals with those of Limited English Proficiency (LEP), etc. The RPC must certify its compliance with Title VI, complete an EJ Analysis for individual projects as part of the TIP and the LRTP process. No action is required.

# 8. DRAFT WALK.BIKE.OHIO PLAN

Shane Coleman reported that the Walk.Bike.Ohio Plan is out now in a draft status. The Plan is hyperlinked on the agenda emailed today for the meeting so that Committee members have the opportunity to go and look the Plan over. ODOT is requesting feedback now through Friday, February 26, 2021. This is ODOT's first statewide plan for active modes of transportation. The document is the culmination of 2-years' worth of discussions with partner agencies and residents across the state. Shane Coleman stated that the Walk.Bike.Ohio Plan will support the 2045 Access Ohio Plan in the active transportation portion of the states LRTP. No action required.

# 9. ACCESS OHIO 2045 PLAN

Shane Coleman reported that the Access Ohio 2045 Plan is now out in its final version as of December 2020. Access Ohio 2045 is the latest long-range statewide transportation plan and forms the basis of Ohio's multi-modal transportation investment and policy decisions for the next 25-years. The Plan looks at transit needs, walk/bike Ohio program, transportation asset management plan, Transport Ohio which is the state's freight plan, Ohio airports and the Ohio Airports Focus Study, State of Ohio Rail Plan and takes into consideration the Ohio Maritime Strategy. Shane Coleman reported that the goals of the Plan revolve around safety to reduce fatalities and serious injuries, how to enhance the security of the transportation system and how to respond to and recover from a national disaster or emergencies or other incidents. The Plan also addresses preservation and how to maintain the current assets in good repair, efficiency and reliability and how to increase both as people and freight are moved across the state and how do we improve the efficiencies of different modes that the Plan addresses. Shane Coleman

# 9. ACCESS OHIO 2045 PLAN (Continued)

stated that the Plan talks about mobility and accessibility, enhancing public transportation and other mobility services and improve mobility for those that have lack of access to or are unable to use motor vehicles. The Plan deals with economic competitiveness, how to improve access to jobs, how to enhance freight mobility and how to provide transportation access to attractions (tourism). The Plan also deals with quality-of-life, how to coordinate transportation policy and investments with community visions and how do we advance transportation policy and investments to improve public health. And finally, the Plan addresses the environment in how to reduce air-quality emissions related to transportation in the system and how do we minimize or mitigate impacts transportation on built or natural environments. Shane Coleman stated that the document is in a final status and is available for review and comment by the general public. No action required.

# 10. <u>OTHER</u>

a. <u>Hyperlinks in Meeting Agendas</u>

Shane Coleman stated that in order to keep Committee members up-to-date when documents are not yet ready, another meeting agenda may be emailed out to Committee members that includes hyperlinks to documents thereby enabling Committee members to click on the link and view the documents on the website. This was done to today's meeting.

b. Public Participation Plan

Shane Coleman reported that staff is in the process of updating the Public Participation Plan (PPP). The draft is on the website for review and comment. The document has been condensed to some degree but the Agency will always maintain the level of transparency that it always has. The previous Plan locked the Agency in to a whole list of activities that the Agency was required to do to meet the PPP goals. The requirements have been reduced and placed in a "toolbox"; if the Agency can meet its requirements using 3, 4 or 5 tools, why use 12?

# c. New Logo

Shane Coleman reported that the RPC has begun to use a new logo that was approved by the Executive committee a couple of months ago. The new logo is live and the RPC has begun to use it. The new logo is on the website. Mitchell Kingsley stated that the RPC is phasing out the old logo on hard copies of items. Shane Coleman replied in the affirmative and stated that the new logo will soon be showing up on the RPC letterhead and envelopes.

### 11. ADJOURNMENT

# Motion 06 (01-21-21) CDC

Greg Kessen made the motion that the meeting be adjourned. Seconded by Susan Crotty; motion carried.

|  |  | 9 Russ Holly<br>10 Dan Kaseman   | ļ   |   |  |  | 5 Susan Crothy   | 4 Sean Chanman   |  |   | NAME<br>(Signature of Member)    |
|--|--|--|---|---|--|--|--|--|--|---|----------------------------------|
| Cridersville, OH 45817<br>Gjk78@hotmail.com                    | Elida, OH 45807<br>dmkaseman@gmail.com | 5515 DeLong Road<br>Lima, OH 45806<br><u>trusteeruss@shawneetownship.com</u> | 408 W. Grand<br>Lima, OH 45801<br>Todd.gordon@cityhall.lima.oh.us | 1150 N. Cable Road, #B<br>Lima, OH 45805<br><u>drew@i-pkg.com</u> | 224 N. Uak Street, PO Box 267<br>Harrod, OH 45850<br><u>Tomekleberry@aol.com</u> | Lima, OH 45801<br>Susan.crotty@cityhall.lima.oh.us | Spencerville, OH 45887<br>schapman@spencervilleoh.com        | 2030 FL Amanda Road<br>Lima, OH 45804<br><u>zoning@shawneetownship.com</u> | 225 E. Sugar Street<br>PO Box 7184<br>Lafayette, OH 45854<br><u>villageoflafayette@yahpp.com</u> | Elida, OH 45807<br>J2basinger@watchtv.net | MAILING<br>and<br>E-MAIL ADDRESS |
| 419-221-2412 (twp)<br>419-234-5082 (cell)<br>419-221-37721 (H) | 419-235-5687 (cell)                    | 419-991-8706 (W)<br>567-204-3074 (cell)                                      | 419-296-4992  | 419-222-6071  | 419-648-7995   | 419-221-5146 (W)                                   | 419-647-2024 (Fax)<br>419-647-2024 (Fax)<br>419-647-4335 (H) | 419-991-8706 (W)   | 419-649-8801 (work)<br>419-303-9185 (cell)   | 419-296-5040 (H)                          | TELEPHONE NO.                    |
| Perry Township   | Village of Elida                       | Shawnee Township   | City of Lima  | City of Lima  | Village of Harrod  | City of Lima                                       | Village of Spencerville                                      | Shawnee Township   | Village of Lafayette   | Monroe Township                           | REPRESENTING                     |
| □Yes □No   | □Yes ⊡No                               | ⊡Yes ⊡No   | DYes DNo  | □Yes □No  | . □Yes ⊡No   | □Yes □No   | □Yes □No   |  | □Yes □No   | □Yes □No                                  | ELDERLY<br>(65+)                 |
| □Yes □No   | □Yes □No                               | □Yes □No   | □Yes □No  | □Yes □No  | □Yes □No   | ⊡Yes □No   | □Yes □No   | □Yes □No   | □Yes □No   | □Yes □No                                  | DISABLED                         |
| □Yes □No   | □Yes □No                               | □Yes □No   | □Yes □No  | □Yes □No  | □Yes □No   | □Yes □No   | □Yes □No   | □Yes □No   | □Yes □No   | □Yes □No                                  | MINORITY                         |

# CDC MEETING Thursday, January 21, 2021 3:30 p.m.

| 24 |          | 23       | 22       | 21       | 20       | 19       | 18       | 17       | 16       | 15   | 14 J  | i   | 3                                |
|----|----------|----------|----------|----------|----------|----------|----------|----------|----------|--|---|---|----------------------------------|
|    |          |          |          |          |          |          |          |          |          |  | Lynn Mohler<br>Tonv Wilkerson                                   |   | NAME<br>(Signature of Member)    |
|    |          |          |          |          |          |          |          |          |          | Lima, OH 45807<br>Tony.wilkerson@cityhall.lima.oh.us | 2700 Whippoorwill<br>Elida, OH 45807<br>Lynn mohler@hotmail.com | 313 Campus Drive<br>Bluffton, OH 45817<br><u>kingsleym@bluffton.edu</u> | MAILING<br>and<br>E-MAIL ADDRESS |
|    |          |          |          |          |          |          |          |          |          | 419-228-7100   | 419-331-8651 (twp)<br>419-236-8460 (cell)<br>419-339-9061 (H)   | 419-3582066   | TELEPHONE NO.                    |
| 0  |          |          |          |          |          |          |          |          |          | City of Lima   | American Township   | Village of Bluffton   | REPRESENTING                     |
|    | □Yes □No | □Yes □No | □Yes □No | □Yes ⊡No | □Yes □No | □Yes □No | ⊡Yes ⊡No | □Yes □No | □Yes □No | □Yes □No   | □Yes □No  | ⊡Yes ⊡No  | ELDERLY<br>(65+)                 |
|    | □Yes □No   | ⊡Yes ⊡No  | □Yes □No  | DISABLED                         |
|    | ⊡Yes ⊡No | ⊡Yes ⊡No | □Yes □No | ⊡Yes □No | □Yes □No   | □Yes □No  | □Yes □No  | MINORITY                         |