

**Austinburg Township, Ohio**  
**Zoning Commission**  
**Regular Meeting**  
**September 4, 2019**

The Members of the Austinburg Township Zoning Commission met on September 4, 2019. Present were Vice Chair Ms. Jackie Krysa, Mr. Rob Lapuh, Ms. Clare Polak and Ms. Shara Parkomaki. Also present were Township Trustee Byron Dutton and Secretary Dolores Allen. Chairman Phillip Miller and Zoning Inspector John Beninato were not present.

The meeting was called to order at 5:20 p.m. Ms. Parkomaki and Ms. Krysa discussed obtaining a comprehensive plan. CT Consultants, Cleveland State University and another business (name not provided) have been contacted to provide a quote for the comprehensive plan. Cleveland State University declined to provide a quote citing the Township as not being a good fit for their speciality . CT Consultants and the other business (name unknown) have not replied.

Ms. Parkomaki provided documentation from Ms. Switzer of the Ashtabula County Planning Commission (attached hereto) on definitions from Kingston Township relevant for definitions on child day care. Ms. Switzer recommends we follow Kingston Township's lead on definitions for child day cares. Ms. Parkomaki recommended our definitions remove any specific ORC Codes.

Ms. Parkomaki purchased the Planners Dictionary for \$25.00 from the APA to allow Austinburg Township Zoning to have the most current guidelines.

The Zoning Commission will address definitions/text amendments on the following: Day Care Center (both child and adult), institution for human medical care, personal care facility, residential day care, and family group homes. Child day care (as currently listed in the Austinburg Zoning Book) will be considered to remove from conditional uses and added to permitted uses.

Secretary is to contact website administrator to have the prior approved Minutes put online from March 2018 to the present time.

Secretary is to update official Zoning List.

Clare Polak made a MOTION to adjourn the meeting. Ms. Krysa seconded. All voted aye; none were opposed. The MOTION carried. The meeting was adjourned at 5:57 PM.

The next Regular Meeting will be Wednesday, October 2, 2019 at 5:15 PM.

Respectfully submitted,

Dolores Allen

Zoning Secretary