

# Austinburg Township

Zoning Commission Minutes  
6 April 2022

## Members:

Jackie Krysa, Chair  
Phil Miller, Vice-Chair  
Shara Parkomaki (absent)  
Clare Polak  
Sherry Bailey

*Also Present:*  
*Byron Dutton, Township Trustee Liaison*  
*Rob LaPuh, Zoning Administrator*  
*Pete Haase, Township Trustee*

Jackie opened the meeting at 5:03pm.

Sherry motioned to approve the March minutes; Phil seconded. All present voted aye.  
**Minutes approved.**

Secretary reported on township website access: the administrator obtained an SSL certificate for the website so the user no longer sees any error or insecure messages. However, the website still does not appear in search engine listings; secretary and administrator discussed and agreed to wait and monitor. Jackie asked if the zoning application could be added to the website; Zoning Administrator agreed that was a good idea.

Jackie welcomed new Township Trustee Pete Haase and said she would love for him to be the Trustee Liaison so he could learn more about the Commission.

Trustee Haase reported he plans to replace the current billboard box by the downstairs entrance with an updated sign, in response to Sherry's concerns. Trustee Haase asked to be added to the email list.

Jackie distributed handouts for 2022 Northeast Ohio Planning & Zoning Workshop and highly recommended members attend. She reported members can carpool and Township typically reimburses the fee.

Commission reviewed Shara's email report on the resolution status. Jackie asked if the current wall map was updated; Zoning Administrator answered yes.

Sherry reported that she contacted the person with concerns on Facebook and invited her to a meeting, although she is not a township resident. Sherry stated her concerns with a "halfway house" in Jefferson; Zoning Administrator responded that it is legal and can occur in this township, too.

Zoning Administrator's report included a new residence being built on Dadeyville Road, as well as a summary of his phone conversation with the county regarding electric vehicle charging stations. He said there is nothing to restrict height and the county had no restrictions in mind. Jackie suggested members create a definition for an electric vehicle charging station for the next regularly-scheduled meeting in May. Secretary emailed Jackie's information to Trustees Dutton and Haase, as requested by Jackie.

Secretary reported requests received by residents to be added to a community forum. Secretary will respond, clarifying it is only for zoning issues and send approved minutes monthly, as well as contact information, meeting details, website URL, etc. Commission agreed.

Jackie wondered how Cleveland can place a ban on new dollar stores until further study; Zoning Administrator and Trustee Dutton explained municipalities have that ability that townships do not. Jackie stated she will ask for clarification on that at the upcoming zoning conference.

Commission reviewed proposed edits to zoning code, referencing Article 9 and Vandalia Zoning Code's Table 1232-2 Screening Type Required, with Zoning Administrator and Trustees giving input. Those present discussed screening between land uses, extra verbage for an NC district building changed from residence to retail, the role of variances in such situations, the larger historical concerns in the area, and the principle that a rule created to benefit one type of resident has to work for the whole community.

Trustee Dutton stated Commission should get more focused because the zoning code is a living document, always changing, and needs to address what we are worried about today; he suggested Commission should be going before the County Planning Commission every 3 months with 3 issues. Jackie responded that they have been distracted by the Montrose issue and the County Prosecutor's office does not always respond to questions with legal approval, referencing a document from the County Prosecutor's office that they have been going back and forth on since 2019. She cited the issue of electric vehicle charging stations as a way in which Commission tries to be proactive.

Zoning Administrator suggested a different approach to screening but admitted he didn't know yet what that was. Then Commission members and Zoning Administrator together reviewed and edited Section 940 to satisfactorily address their concerns.

Phil motioned to adjourn the meeting; Jackie seconded. All present voted aye. **Meeting adjourned** at 6:55pm. The next regularly-scheduled meeting is Wednesday, May 4th at 5pm.

Respectfully Submitted,

Sarah Frank

Zoning Secretary