

Austinburg Township

Zoning Commission Minutes
1 June 2022

Members:

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

Also Present:
Byron Dutton, Township Trustee Liaison
Rob LaPuh, Zoning Administrator
Laurie Robishaw, 1st Alternate

Jackie opened the meeting at 5:02pm.

Sherry motioned to approve the May 12, 2022, minutes; Jackie seconded. Roll call vote:

<i>Jackie - Aye</i>	<i>Shara - Abstain</i>	<i>Sherry - Aye</i>
<i>Phil - Aye</i>	<i>Clare - Not Present</i>	Minutes approved.

Zoning Administrator reported on a new house on Lampson Road and some correspondence with businesses regarding regulations.

Trustee Liaison Dutton confirmed 1st Alternate Laurie Robishaw as confirmed at the trustees' meeting, as well as answered Secretary's questions that no term of expiration was assigned. He also agreed with Secretary's interpretation of ORC that an absent member gave the alternate the right to vote, regardless if quorum of regular members is present. Secretary stated she will update the website with updated membership.

Jackie reminded members to send receipts from the 2022 Northeast Ohio Planning & Zoning Workshop on June 24 to Fiscal Officer for reimbursement.

Jackie asked Sherry her report on lighting. Sherry stated her concerns that voters might vote out zoning that she considered very important, then highlighted the information from her meeting with Harpersfield Zoning Administrator Marty Pitkin that she emailed Commission on 5/12/22. Sherry also suggested Township consider a sales tax to generate income from new business; Trustee Liaison Dutton responded that is not permitted. Laurie reported seeing Townships make businesses responsible for sidewalks and wondered if an exterior architectural requirement could include landscaping. Trustee Liaison Dutton explained the Township's relationship to ODOT in regards to sidewalk maintenance, including the cost prohibitive idea to extend the Greenway Trail sidewalk access to the hotel.

Commission and those present reviewed lighting drafted edits, referring to Harpersfield, Vandalia, and Mentor zoning texts. Shara said it scared her to be drafting legal code, even knowing it would be reviewed by planning professionals. Trustee Liaison Dutton responded that the Prosecutor's Office is there to protect us, so we should do the best we can for what we are trying to accomplish.

Commission reviewed summary of drafts and timeline for planned amendment; Zoning Administrator suggested scheduling an additional meeting in June to meet the timeline criteria in a quicker manner. Secretary requested a work session before final vote to ensure the accuracy of the amendment. Commission scheduled June 8 as a work session and June 22 as an additional meeting.

Jackie motioned to adjourn; Phil seconded. All present voted aye. **Meeting adjourned at 7:00pm.**

Respectfully Submitted,

Sarah Frank, Zoning Secretary