

# Austinburg Township

Zoning Commission Minutes  
November 2, 2022

**Members:**

Jackie Krysa, Chair  
Phil Miller, Vice-Chair  
Shara Parkomaki (absent)  
Clare Polak (absent)  
Sherry Bailey  
Laurie Robishaw, 1st Alternate

*Also Present:*  
*Rob Lapuh, Zoning Administrator*  
*Byron Dutton, Trustee Liaison*  
*John Kusar, Trustee*

Jackie opened the meeting at 5:03pm.

Jackie motioned to approve the September 7, 2022 minutes; Phil seconded. Roll call vote:

<i>Jackie - Aye</i>	<i>Shara - Not Present</i>	<i>Sherry - Aye</i>
<i>Phil - Aye</i>	<i>Clare - Not Present</i>	<i>Laurie - Abstain</i>

***Minutes approved.***

Phil motioned to approve the October 5, 2022 minutes with formatting and typographical corrections; Sherry seconded. Roll call vote:

<i>Jackie - Aye</i>	<i>Shara - Not Present</i>	<i>Sherry - Aye</i>
<i>Phil - Aye</i>	<i>Clare - Not Present</i>	<i>Laurie - Aye</i>

***Minutes approved.***

Zoning Administrator gave his report, announcing he had received a 10/17/22 letter of request from township trustees requesting “Commission look and change the building height in the AC District to 65 feet.” Trustee John Kusar was present to explain that accommodating a 5-story building will make the area more attractive and that there are no longer fire safety reasons for the current limitations. The letter also requests Commission “look at the height of the sign along the I-90 [corridor].”

Jackie brought up that it is bad business and poor leadership to have no professional planning, citing Hapersfield’s ability to attract business. Trustee Kusar responded that when the community is asked their biggest concern, never once has he had any questions about professional planning; he stated he needed something in writing so “we can have a discussion about it”. Jackie stated that CT Consultants refused to quote us because they knew you wouldn’t sign off on that. Trustee Kusar asked “When did I say no?” and said anything that needs done needs 3 quotes. Sherry volunteered to talk to Harpersfield who has done professional planning.

Commission and Trustee Kusar discussed sign heights, including the new highway sign in Madison Village and the capacities of a village versus a township. Members agreed to look for existing sign heights and maximum building heights: Phil in Conneaut, Sherry in Harpersfield, and Laurie in Madison.

Sherry asked Zoning Administrator if a person tears down an old fence and puts up a new fence, does that person need to comply with the new regulations? Zoning Administrator stated yes, if they are completely tearing down the fence and completely putting up a new one. Trustee Kusar stated that the property Sherry was referring to is zoned agriculture so they are exempt from zoning regulations.

Trustee Kusar, Trustee Dutton, and Zoning Administrator exited at 6:25pm.

Jackie suggested Commission should have by-laws and suggested Leadership Ashtabula County as a good resource; she stated most by-laws include a clause about how many meetings can be missed.

Secretary stated she would bring a year-to-date attendance record to the next regularly-scheduled meeting for Commission to review and approve for submission to Township Trustees. Jackie asked that conference attendance be included. Phil stated he was unavailable to attend that day.

Commission discussed the next proposed amendment to include adding to Section 960 LIGHTING:

D. Exemptions include Outdoor Recreational Uses because of their unique requirements for nighttime visibility and their limited hours of operation, such as, **but not limited to:** ball diamonds, playing fields, tennis courts and other similar **residential and commercial** recreational uses.

The next regularly-scheduled meeting is 5pm on Wednesday, December 7, 2022.

Laurie motioned to adjourn at 6:45pm; Sherry seconded. All present voted aye. ***Meeting adjourned.***

Respectfully Submitted,

Sarah Frank, Zoning Secretary