## **Austinburg Township**

Zoning Commission Minutes

January 3, 2024 - Annual Organizational Meeting

**Members:** 

David Gottwig, Chair

Laurie Robishaw, Vice-Chair

Clare Polak Phil Miller

Shara Parkomaki (absent)

Also Present:

Byron Dutton, Trustee Liaison Rob LaPuh, Zoning Administrator

Sarah Frank, Zoning Secretary

Chair opened the meeting at 5:04pm.

Chair requested roll call attendance:

Clare - Present Shara - Not Present

David - Present

Laurie - Present Phil - Present

Clare motioned to nominate David as Chair; Laurie seconded. All present voted aye. *Nomination approved.* 

Clare motioned to nominate Laurie as Vice-Chair; Phil seconded. All present voted aye. *Nomination approved.* 

Trustee Liaison Dutton announced the work on a new township website. Dutton requested Secretary email Commission and ZBA members' names, offices, terms, and alternate vacancies to Trustee John Kusar.

Secretary read aloud the minutes from October 4, 2023, meeting. Laurie motioned to approve the minutes; David seconded. All present voted aye. *Minutes approved*.

Clare announced she has a potential member she will invite to attend a meeting.

Secretary printed materials for Zoning Administrator to file changes at the county recorder's office.

Commission reviewed goals for year and agreed creation of an overlay district is priority.

Commission reviewed "I90 Overlay District Map" created by Laurie and discussed potential boundaries of an overlay district.

Commission reviewed "Corrected proposed writing for OD"; Laurie will edit it and email it to Secretary and Commission to review as a potential new Article.

Commission discussed County Planning Commission, Township's sewage treatment plant status, and Harpersfield zoning hearing.

Laurie motioned to adjourn; Clare seconded. All present voted aye. Meeting adjourned at 6:30pm.

Respectfully Submitted,

## Sarah Frank

Sarah Frank, Secretary