

Austinburg Township

Zoning Commission Minutes
March 6, 2024

Members:

David Gottwig, Chair
Laurie Robishaw, Vice-Chair
Clare Polak
Phil Miller
Shara Parkomaki (absent)

Also Present:
Byron Dutton, Trustee Liaison
Sarah Frank, Zoning Secretary
Rob LaPuh, Zoning Administrator

Chair opened the meeting at 5:04pm.

Chair requested roll call attendance:

Clare - Present

Shara - Not Present

David - Present

Laurie - Present

Phil - Present

Secretary read aloud the minutes from January 3, 2024, meeting. Laurie motioned to approve the minutes with the correction of Clare's motion and Laurie's second to nominate David as Chair; Clare seconded. All present voted aye. ***Minutes approved with correction.***

Secretary read aloud the minutes from February 7, 2024, meeting. Laurie motioned to approve the minutes; Clare seconded. All present voted aye. ***Minutes approved.***

Laurie reviewed her drafted documents with Commission: "i.90 overlay with coordinates v2" and "Austinburg I-90 Overlay District Write Up". Rob praised Laurie for the work done on the proposed maps; Commission members agreed. Commission edited draft and finalized for approval at next meeting:

In recognition of the distinct characteristics and constraints presented by the areas surrounding interstate and limited access highways, specific regulations are hereby established for the Interstate 90 Overlay District. The geographical scope of this district is delineated by the following coordinates within Austinburg Township. It is important to note that these coordinates provide approximate boundaries of the Interstate 90 Overlay District. ***The property owner or purchaser must verify, through survey, the precise legal coordinates of a specific lot. The coordinates provided below are estimations used to identify approximate boundaries for the creation of an overlay district within Austinburg Township.***

Latitude/Longitude Coordinates for approximate boundaries for lots that fall within the Austinburg Interstate 90 Overlay District:

- A. 41.781945, -80.868425
- B. 41.779817, -80.868442
- C. 41.781970, -80.864670
- D. 41.781831, -80.863294
- E. 41.782110, -80.847086
- F. 41.789267, -80.842682
- G. 41.789241, -80.863446

(See Fig. XX Interstate 90 Overlay District Map).

*****Attach Map**

Commission discussed placement of amendment and teleconference options for member attendance. In addition, Secretary reviewed Robert's Rules: "If a quorum is not present, the chair waits until there is one, or until, after a reasonable time, there appears to be no prospect that a quorum will assemble. If a quorum cannot be obtained, the chair calls the meeting to order, announces the absence of a quorum, and entertains a motion to adjourn or one of the other motions allowed, as described above." (RONR, 11th ed., p. 349) David stated he realized an error was made in the February meeting; in the future, he stated he will adjourn a meeting without a quorum and no business of any matter will be discussed.

Laurie motioned to schedule an additional meeting on March 27 5pm to vote on the amendment submission; Clare seconded. All present voted aye. ***Motion passed.***

Laurie motioned to adjourn; David seconded. All present voted aye. ***Meeting adjourned at 6:15pm .***

Respectfully Submitted,

Sarah Frank

Sarah Frank, Secretary