## **Austinburg Township**

Zoning Commission Minutes **December 4, 2024** 

**Members:** 

David Gottwig, Chair Laurie Robishaw, Vice-Chair Clare Polak Phil Miller

Shara Parkomaki (absent) Teresa Gottwig, Alternate Also Present:

Byron Dutton, Trustee Liaison Sarah Frank, Zoning Secretary

Chair opened the meeting at 6:02pm. Chair requested roll call attendance:

Clare - PresentShara - Not PresentDavid - PresentLaurie - PresentPhil - PresentTeresa - Present

Laurie motioned to approve minutes of the November 6, 2024, meeting; Clare seconded. Voice vote taken: <u>Minutes</u>

## approved.

Zoning Administrator was unable to attend so there was no report. Laurie reported her conversation with a current medical marijuana dispensary owner. Trustee Liaison Dutton reported that Fiscal Officer had submitted to the county prosecutor the question of how current township regulations on medical marijuana dispensaries are affected by recent state regulations on recreational marijuana dispensaries.

Chair reported that members met on 11/26/24 for a work session to review letter from Township Trustees dated 8/19/24 requesting Commission "to research and propose regulations" regarding strip plaza in the AC District. Chair reviewed their suggested edits to "Zoning for a multipurpose building" and Commission continued discussion on building setback minimum requirements and how to encourage small businesses. Since this was requested by Township Trustees, Chair stated this issue should be focused on most in future meetings; members agreed.

Commission agreed to replace on the next meeting's agenda Solar Farms with Solar Panels within Residential Areas.

Commission reviewed Township Trustees' forwarded 11/20/24 letter from Randall Barnes, Director of Environmental Health, Ashtabula County Health Department re: Frontage and Acreage Changes and Requirements. Trustee Liaison Dutton explained the background to the letter, including flag lots, multi-generational properties, and historical reasons for sewage regulations. Township Trustees have not responded to the letter, themselves, but some were in attendance at the referenced October meeting in Jefferson. Commission discussed prioritization of the rural setting and a 2 acre lot size minimum with removal of frontage requirement.

Since Phil's term expires this year and he is not seeking renewal, he stated he learned a lot and enjoyed his time on the Commission. Commission thanked him and invited him to return.

Commission reviewed "2024 Member Attendance" and agreed to recommend to Trustee Liaison Dutton that stipends be distributed based on meeting dates rather than meetings (since multiple meetings sometimes occurred on the same date).

Secretary reviewed Court News Ohio article "Township Mailing Lists are Public Records" shared from Shara. Secretary will send article to Byron's updated email address.

Phil motioned to adjourn; Laurie seconded. Voice vote taken: motion passed. Meeting adjourned at 7:42pm.

Respectfully Submitted,

## Sarah Frank

Sarah Frank, Secretary