

Austinburg Township

Zoning Commission Minutes
July 2, 2025

Members:

Laurie Robishaw, Chair
David Gottwig, Vice-Chair
Diego Moreno
Clare Polak
Lisa Vicente (absent)
Teresa Gottwig, Alternate
Shara Parkomaki, Alternate (absent)

Also Present:

Byron Dutton, Trustee Liaison (late arrival)
Pete Haase, Trustee
Rob LaPuh, Zoning Administrator
Sarah Frank, Zoning Secretary

Chair opened the meeting at 6:07pm.

Chair requested roll call attendance:

<i>Laurie Robishaw - Present</i>	<i>Clare Polak - Present</i>	<i>Shara Parkomaki - Not Present</i>
<i>David Gottwig - Present</i>	<i>Lisa Vicente - Not Present</i>	<i>Teresa Gottwig - Present</i>
<i>Diego Moreno - Present</i>		

Clare motioned to approve 5/7/25 meeting; David seconded. Roll call vote:

<i>Laurie - Abstain</i>	<i>Clare - Aye</i>	<i>Shara - Not Present</i>
<i>David - Aye</i>	<i>Lisa - Not Present</i>	<i>Teresa - Aye</i>
<i>Diego - Aye</i>		<u>Minutes approved.</u>

David motioned to approve 6/4/25 minutes; Laurie seconded. Roll call vote:

<i>Laurie - Aye</i>	<i>Clare - Aye</i>	<i>Shara - Not Present</i>
<i>David - Aye</i>	<i>Lisa - Not Present</i>	<i>Teresa - Aye</i>
<i>Diego - Aye</i>		<u>Minutes approved.</u>

Chair tabled reporting and discussion on Northeast Ohio 2025 Planning and Zoning Workshop on June 13, 2025, in Niles, Ohio. Chair reported that she sent information learned about wetland property tax to Trustee Liaison Dutton.

Zoning Administrator reported Tod Mullins, VP Operations / General Manager, of Montrose Auto, plans to submit drawings soon and break ground within 3 months in Austinburg.

Zoning Administrator reported a winery with bungalows is planned on the corner of Mechanicsville Rd. and State Route 307. Since multiple units on the same parcel are not currently permitted in the text, he expects owner will apply for a variance and split the parcel to keep the winery separate from the B&B. Zoning Administrator requested Commission's feedback; Chair requested each member have opportunity to give a response. David suggested any language be setup well to avoid future abuse. Teresa was concerned about more business

without addressing needed infrastructure. Diego wondered about the relevancy of Harpersfield regulations. Clare liked language which prevented the property from being parceled off. Laurie stated her concern this would pop up everywhere and she didn't think residents wanted that. Commission discussed a conditional use variance that had to be attached to a minimum standard and could not be sold off individually.

Commission reviewed and edited Multi-Unit Retail Building drafted amendment titled "Zoning for a Multipurpose Building" updated 6/4/25, including crosswalks and safety concerns in Access and Circulation, Maximum Building Height (only applying to Multi-Unit Retail) and Allowable Districts (IOP vs. I-90 Overlay).

Chair raised Solar Panels in a *Commercial* Area so that Township is aware and can enforce minimal requirements on permits, plans, and maintenance; Chair stated only reason bringing it up because she has read that commercial solar suppliers and companies often go out of business and frequently change names. Commission discussed Township's ability to ban them. Chair suggested address it, write up regulations, and decide then how to vote; Commission agreed.

Commission discussed a potential Heritage District's goals to prevent chain stores in the downtown, maintain a pedestrian flow, and to attract businesses that will serve the local area. Commission reviewed strategies, including lot size, business maximum building size, parcel splits, that would not create additional burdens.

David reported that he emailed Scott Yamamoto, County Auditor on 6/23/25 to request a date to go over the township GIS mapping and prints; he agreed to attend Commission's regularly-scheduled meeting on 8/6/25.

David motioned to adjourn the meeting; Diego seconded. Roll call vote:

Laurie - Aye

Clare - Aye

Shara - Not Present

David - Aye

Lisa - Not Present

Teresa - Aye

Diego - Aye

Meeting adjourned 7:33pm

Respectfully Submitted,

Sarah Frank

Sarah Frank, Secretary