

Austinburg Township

Zoning Commission Minutes

October 1, 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:
Rob LaPuh, Zoning Administrator
Sarah Frank, Zoning Secretary

Chair opened the meeting at 6:15pm.

Chair requested roll call attendance:

Laurie Robishaw - Present
David Gottwig - Present
Diego Moreno - Present

Clare Polak - Present
Lisa Vicente - Not Present

Shara Parkomaki - Not Present
Teresa Gottwig - Present

David motioned to approve 9/3/25 meeting minutes; Clare seconded. Roll call vote:

Laurie - Aye
David - Aye
Diego - Abstain

Clare - Aye
Lisa - Not Present

Shara - Not Present
Teresa - Aye

Minutes approved.

Zoning Administrator reported received signage permit application from Burger King and a call regarding a potential new hotel.

Chair reviewed Township Trustees approved hiring County Planning Office to draw new map. David stated he will reply to email from Ashtabula County Planning and Development and CC Chair and Secretary. Secretary stated she will send her drafted table titled "Map Amendments 2012-2024" with amendment filing number, effective date, and amendment changes to the map, including parcel numbers.

Commission reviewed and edited Multi-Unit Retail Building drafted amendment titled "Zoning for a Multipurpose Building". David motioned to add the definition to Article 2 and the row to Section 810 Accommodating Commercial; Clare seconded. Roll call vote:

Laurie - Aye
David - Aye
Diego - Aye

Clare - Aye
Lisa - Not Present
Shara - Not Present

Teresa - Aye

Motion approved.

In accordance with ORC, Commission discussed and agreed to schedule public hearing within 20-40 days for 11/5/25 6pm. Sec will send notification.

Chair distributed "Ohio Solar Ordinance Guidebook" by Land and Liberty Coalition. Commission discussed proposed draft amendment "Solar Panels / Systems for Commercial Use". Some members preferred regulations and some members preferred prohibition; Commission discussed property rights and Land Use Policy in Article 1. Chair stated Commission should draft regulations that permit it with restrictions and let members vote.

Chair reviewed her notes "Discussion Topics for Air BNB's/PDU/ADU" and Commission discussed drafting regulations to protect and address potential business inquiries.

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

Laurie - Aye
David - Aye
Diego - Aye

Clare - Aye
Lisa - Not Present

Shara - Not Present
Teresa - Aye

Meeting adjourned 7:41 pm

Respectfully Submitted,

Sarah Frank

Sarah Frank, Secretary