

Austinburg Township

Zoning Commission

January 7, 2026

Members:

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

Teresa Gottwig, Alternate
Shara Parkomaki, Alternate (absent)

Also Present:

*Pete Haase, Township Trustee
Rob LaPuh, Zoning Administrator
Sarah Frank, Zoning Secretary*

Chair opened the meeting at 6:20pm to give the opportunity for a late member to participate.

Chair requested roll call attendance:

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

*Clare Polak - Not Present
Lisa Vicente - Present*

*Shara Parkomaki - Not Present
Teresa Gottwig - Present*

Diego nominated Laurie for Chair; Teresa seconded. Roll call vote:

*Laurie - Aye
David - Aye
Diego - Aye*

*Clare - Not Present
Lisa - Aye*

*Shara - Not Present
Teresa - Aye*

Nomination approved.

Laurie nominated David for Vice-Chair; Diego seconded. Diego asked for the role defined; Laurie explained. Roll call vote:

*Laurie - Aye
David - Aye
Diego - Aye*

*Clare - Not Present
Lisa - Aye*

*Shara - Not Present
Teresa - Aye*

Nomination approved.

Lisa questioned why some present had no vote. Chair, Vice-Chair, and Zoning Administrator clarified roles of Zoning Administrator and Trustee. Chair offered further training from the recent conference for newer members.

David motioned to approve 12/3/25 meeting minutes; Teresa seconded. Roll call vote:

*Laurie - Aye
David - Aye
Diego - Aye*

*Clare - Not Present
Lisa - Aye*

*Shara - Not Present
Teresa - Aye*

Minutes approved.

Zoning Administrator reported the Mill Creek Rd. property owner with a zoning infraction was served but it was refused; some clean-up and much snow cover has occurred since. He also reported the future hotel across from Hampton plans to break ground in March or April.

David presented current map draft from County Auditor's office; Commission discussed the format. Chair explained final draft of map must be certified by Township Trustees. David will send the electronic final version to Zoning Secretary to forward to Township Trustees for certification before updating the website and printed materials.

Chair announced Township Trustees' Public Hearing regarding Commission's proposed amendment on Multi-Unit Retail is scheduled 1/20/26; she plans to attend.

Chair reported she received a reply from Nick Bundren, Land and Liberty Coalition Ohio senior field manager, regarding bond writing for solar panels. Commission discussed his offer to give an educational presentation, the roles around a bond, and its feasible enforcement. Chair concluded Commission will write it and request the presentation, focusing on actual proposed text rather than a sales pitch. Trustee Haase suggested they invite Christine Davis, County Assistant Prosecutor. Chair recommended Secretary resend current draft for member review and a draft be submitted in the future to Township Trustees for feedback.

Vice-Chair requested any discussion on this year's goals, suggesting focusing on 2-3 items unless there is a request from Township Trustees. Chair listed flag lots road frontage, air bnb's, by-laws, and signage.

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

Laurie - Aye

Clare - Not Present

Shara - Not Present

David - Aye

Lisa - Aye

Teresa - Aye

Diego - Aye

Meeting adjourned 7:15pm

Respectfully Submitted,

Sarah Frank

Sarah Frank, Secretary