

Austinburg Township

Zoning Commission

March 4, 2026

Members:

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

Teresa Gottwig, Alternate (absent)
Shara Parkomaki, Alternate (absent)

Also Present:

Byron Dutton, Township Trustee
Liaison
Pete Haase, Township Trustee
Rob LaPuh, Zoning Administrator
Sarah Frank, Zoning Secretary

Chair opened the meeting at 6:02pm.

Chair requested roll call attendance:

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

Clare Polak - Present
Lisa Vicente - Not Present
(but arrived later)

Shara Parkomaki - Not Present
Teresa Gottwig - Not Present

David motioned to approve 2/4/26 meeting minutes; Clare seconded. Roll call vote:

Laurie - Aye
David - Aye
Diego - Aye

Clare - Aye
Lisa - Aye

Shara - Not Present
Teresa - Not Present

Minutes approved.

Zoning Administrator reported Verizon is submitting documentation for approval of a new cell tower on Allen Road with a completion date years out. Trustee Liaison and Zoning Administrator discussed the presence of documentation showing a disturbed cell tower will topple, rather than collapse. Zoning Administrator also reported Montrose's current process to split its 30 acres into 5 acre parcels. Those present questioned if Montrose encountered complications from a non-compete clause but Zoning Administrator suggested the current plan is likely still for a dealership alongside parcels for sale for other businesses.

David reported print-outs of the updated map were distributed to Zoning Administrator and Township Trustees. Zoning Administrator would like to see parcels and streets included on it before the wall map is replaced. Secretary reported she requested County Planning Commission replace their online Austinburg Zoning Text with a link to Austinburg Township Zoning webpage where the text will be updated regularly. She also requested County Planning Commission replace its old link to Township's old webpage. Both changes have been completed and confirmed.

Secretary displayed newly drafted Approved Amendment Procedural Checklist; Commission reviewed and agreed with its usage. Zoning Administrator received documents for filing the recently approved Multi-Unit Retail Amendment at County Recorder's Office.

Although Chair had planned to submit a letter with the current proposed amendment titled "Solar Panels/Systems Commercial Use" to County Prosecutor April Grabman, she decided not to at this time after attending and asking questions at the 2/17/26 meeting at the Ashtabula County Old Courthouse with Land and Liberty Coalition Ohio; Diego also attended. Commission discussed concerns with long-term risk, township responsibility and the contractual assurance a bond gives, as well as specifically the township's responsibilities for clean-up and what the township would be legally responsible for if the bond doesn't cover the entirety. Chair requested members review 3 documents she

had emailed out earlier that day: Tate Township Section 14 Solar Energy Systems, Zoning Resolution Handbook, and Bellefontaine Chapter 1166: Solar Energy Systems. Commission agreed to review, discuss, vote, and/or edit the drafted amendment titled “Solar Panel / Systems Commercial Use” at the next meeting.

Chair displayed results of member survey titled “Anonymous Agenda Priority Rating”, that requested members rate issues as low or high priority. The high priority issues that were listed highest are: comprehensive plan, heritage district, flag lots / linear requirements, B&B/AirBNB Review, and Signage Requirements. Zoning Administrator requested and review and updates, if needed, to recreational camping regulations. Commission discussed and agreed to review next the regulations on wineries, B&B/AirBNB, and Recreational Commercial.

Secretary announced and will email Ohio Farm Bureau Ashtabula’s 3/28/26 Ag Conference.

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

Laurie - Aye

Clare - Aye

Shara - Not Present

David - Aye

Lisa - Aye

Teresa - Not Present

Diego - Aye

Meeting adjourned 7:08pm

Respectfully Submitted,

Sarah Frank

Sarah Frank, Secretary