

# Austinburg Township

Zoning Commission Minutes

05 May 2021

## Members:

Shara Parkomaki, Chair

Clare Polak, Vice-Chair

Jackie Krysa

Jeff Piatek

Phil Miller

Also Present:

Byron Dutton, Trustee Liaison

Rob LaPuh, Zoning Administrator

## Handouts:

1. 4-7-21 Minutes

**Agenda:** Shara opened the meeting at 5:06pm.

1. Review Zoning Administrator's Monthly Update - Rob reported only 2 accessory permits. Commission requested Rob cc any reports he makes to the trustees to the Commission, too.
2. Review & approve April minutes - Shara corrected a name in item #7 to Heidi Berrigner. Phil motioned to approve the minutes as corrected; Clare seconded. All voted aye; minutes approved.
3. Past Minutes - Secretary reported 3 minutes documents still missing from 2018. Commission agreed she should contact previous secretary to find them. Secretary plans to post 2018-2020 online as soon as is all found and make a plan with Fiscal Secretary to post minutes on an ongoing basis.
4. Review new meeting start time - Since the newsletter meeting time is outdated in the newsletter, Secretary will remind Trustee Liaison to update it before the next issue is printed before Austinburg Country Days. Shara will check the Gazette to ensure it has been updated and is printed correctly.
5. County website updates re austinburg - Shara reported she sent updates to Heidi Barringer who then confirmed she received and will post online.
6. Notification of Public Hearings - Zoning Code vs. ORC - This issue was tabled.
7. Township Trustees' 11/16/20 Zoning Amendment follow-up
  - a. Update from Byron regarding paper/digital map - Byron submitted an electronic file of the map's previous version. Secretary will email the file to Shara so she can make changes by hand in order to file it at the recorder's office.

- b. Discuss zoning map & color coding - Commission discussed various long-term methods for updating map. Jackie suggested checking how other townships do this, such as Harpersfield. Jeff pointed out that map changes occur very rarely. Shara requested trustees respond to future amendments with a formal resolution letter for filing at the recorder's office.
8. Consider submitting proposed amendment: Shara motioned to add the changes as stated below to the zoning code; Phil seconded. All voted aye; motion passed.

***Under Article 8 Zoning District NC- Neighborhood Commercial District item number 14***

***REMOVE words "Group homes: Class I Type A, Class II Type B" and replace with Group Residential Facilities***

***Under Article 8 Zoning District NC- Neighborhood Commercial District item number 30***

***REMOVE words "Group homes, Class I Type B" and replace with Group Residential Facilities***

***Under Article 8 Zoning District R-2 Multi-Family District Permitted Uses item number 8***

***REMOVE words "Group homes, Class I Type B" and replace with Group Residential Facilities***

***Under Article 8 Zoning District R-2 Multi-Family District Conditional Uses item-s number 4***

***REMOVE words "Group Homes: Class I, Type A, Class II, Type A, B (See Section 1000.80-85) and replace with the words removed***

9. Discuss revamping entire sign section - Commission discussed whether to submit currently proposed changes as an amendment now or whether to add additional signage regulations. Byron suggested sign regulations could be a "hot topic"; Commission decided to propose any sign changes separately.
10. Adjourn - Commission agreed to reschedule July's regularly-scheduled meeting to July 14; Shara states she will probably be unable to attend any July meeting. The next regularly-scheduled meeting is June 2 when Commission plans to immediately submit proposed amendment to the County Planning Commission; Jackie will be unable to attend. Phil motioned to adjourn; Clare seconded. All voted aye; meeting adjourned at 6:15pm.

Respectfully Submitted,

Sarah Frank