

Austinburg Township

Zoning Commission Minutes
December 7, 2022

Members:

Jackie Krysa, Chair
Phil Miller, Vice-Chair (absent)
Shara Parkomaki
Clare Polak
Sherry Bailey
Laurie Robishaw, 1st Alternate (absent)

Also Present:
Rob Lapuh, Zoning Administrator
Pete Haase, Township Trustee

Jackie opened the meeting at 5:05pm.

Commission reviewed Secretary's minutes from the last regularly-scheduled meeting on November 2. Sherry stated there were statements regarding the fencing regulations around her property from Trustee Kusar and Trustee Liaison Dutton that should be included in the minutes. Secretary responded that the minutes cannot include everything said at a meeting and she chose information pertinent to zoning. Zoning Administrator clarified that the issue is based on the Ohio Revised Code regulations, rather than on Township Zoning.

Trustee Haase stated that, since Trustees have received complaints about a conflict with her neighbors, Sherry should be removed from the Commission due to conflict of interest. Shara agreed it would be best if it is tumultuous. In issues of conflict of interest at the County Planning Commission, Jackie explained that Board members are asked to abstain. They are permitted to stay in the room but cannot vote or participate in discussion. Sherry said she wasn't even on the Commission when the fence ordinances were put in place and that several people, including Trustees, often have conflict of interests - for example, with signs. Jackie suggested that any other discussion on her personal interest on this matter should take place at a Trustee meeting.

Sherry stated she wanted the minutes to include the statement that Trustee Liaison Dutton "confirmed that even though a fence was constructed on a fence boundary, that did not give the neighbor permission to go into the neighbor's property." Jackie announced that approval of the minutes would be tabled since she and Sherry were the only members present at the previous meeting.

Zoning Administrator gave his report that there is a new addition at the Toyota building. He also distributed copies of OSU Extension Law Bulletin "Ohio's Line Fence Law: Frequently Asked Questions"

Secretary updated Commission on the steps being taken to update and correct the zoning text before it is re-printed and re-distributed. Secretary introduced and distributed the Amendment Accountability Checklist she drafted to ensure amendment tasks get completed. Zoning Administrator expressed his gratitude.

Jackie announced the County Planning Commission plans to offer training in 2023. She highly recommended people attend and she read the potential topics, including jurisdiction, role of the county vs township, conflict of interest, etc.

In response to Trustees' request to change the AC District building height to 65 feet, Commission reviewed reports from Laurie, Phil, and Sherry, regarding zoning regulations in

Madison, Conneaut, and Harpersfield, respectively. Jackie asked Sherry for the recent Harpersfield zoning revisions because she wanted to review more at the January meeting.

Sherry expressed concern for the safety and liability wherein Township has ladders not high enough to rescue people from tall buildings. Zoning Administrator assured her that responses are automatically in place for ladder trucks from the area to respond in a timely manner.

Commission reviewed lighting changes proposed at the November regularly-scheduled meeting and agreed no further revisions were needed.

Jackie requested Trustees' requests be submitted to Commission 2 weeks before a meeting so there is time to review, research, and add it to the agenda.

Jackie asked if there was any new business; Sherry said Poggemeyer Design Group is interested in giving us a quote for comprehensive planning but is in the process of moving his offices.

Sherry also stated she has a request form that she suggested residents could use to alert the Zoning Administrator to an issue. Jackie suggested she email it to the Secretary for Commission's review.

The next regularly-scheduled meeting is Wednesday, January 4, 2023, at 5pm.

Clare motioned to adjourn the meeting; Sherry seconded. All voted aye. ***Meeting adjourned at 6:20pm.***

Respectfully Submitted,

Sarah Frank, Zoning Secretary