

Planning Commission Meeting Minutes
June 5, 2018

The Conneaut Planning Commission met for their regular monthly meeting on June 5, 2018, beginning at 6 pm. We were meeting in the conference room and no flag was present. Role was called; in attendance were Mr. Zingaro, Ms. Notte, Mr. Sedmak, Mrs. Parlongo, and Mrs. Spencer, and Mrs. Gaugh Also in attendance; Mr. Jim Hockaday, City Manager and Mr. Kyle Smith, City Law Director

Mr. Zingaro asked if everyone reviewed the minutes from the May 1, 2018 meeting and if there were any corrections. No corrections were needed. Mrs. Parlongo made motion to approve the minutes and Mrs. Gaugh second the motion. Roll was called, all approved. Motion carries.

OLD BUSINESS – Revised draft - OFF-STREET PARKING ORDINANCE NO. 14-18

AN ORDINANCE TO DELETE SECTION 1133.06- OFF-STREET PARKING AND LOADING FACILITIES OF THE CODIFIED ORDINANCES IN ITS ENTIRETY AND CREATE CHAPTER 1134 – OFF-STREET PARKING, AND NOT DECLARING AN EMERGENCY

Mr. Zingaro asked about number 10 on page 2 if we are keeping “Stacking Space” - **Mr. Smith** replied “No” we will take that out.

Ms. Notte asked on page 3 Section 1134.04 one piece I did not see referenced from the old ordinance 1133.06(5) “All non-residential parking facilities shall provide for a turn-around space which will permit vehicles to enter the highway going forward” are we leaving that piece out or is it cared for somewhere else in the new ordinance. Mr. Hockaday said it is a valid point and I believe it ties into Loading Zones and other things, and the loading zone piece can be particularly tough to meet because there are businesses here in Conneaut where a truck needs to back from the street into the facility, which is virtually every facility here in the City of Conneaut. We also have a business (Dominos) that literally has to unload on the street. Mr. Smith said it has been cared for in the new ordinance.

Mr. Zingaro asked if there were any other questions and/or concerns

Ms. Notte – In Section 1134.05 Schedule of Required Parking Spaces is this based on Intel CT where they are making a recommendation to us. **Mr. Hockaday** – Yes, these come from CT and a lot of them were crafted off Euclid’s where they just did a major re-design.

Mr. Zingaro – Any other question or comments

Mr. Hockaday – on page 12 Section 1134.13 (a-h) Off-Street Loading Space – I just want to make sure that we understand when we do this we will be impinging on a good number of businesses almost all of them in the downtown. In this current “reg” you cannot show me a building where you can unload without being in a public street or in a parking lot that belongs to the public example: Gerdes (not there parking lot it belongs to the City) Key Bank- same thing, Dominos- has to unload in the street, True Value and the Rainbow have to use a public alley. Everyone needs to understand that this is going to be the single most varied section of the code that adaptive reuse will not be able to meet the Off-Street requirement because they don’t even have parking spaces.

Mrs. Gaugh – If someone sells a business --- **Mr. Hockaday**- Right and it is discontinued use and it comes into a new use – Example: Dominoes could go out and another business could come in – you would not be able to approve it for the same use it is using now.

Mr. Smith – Read Section 1134.02 Off Street Parking Facilities Required and stated that if it changes ownership they will be grandfathered in because it is not going to change anything and it's not going to change anything if it stays out of use for a period of time. Mr. Smith also stated that it is only new construction and converting or enlarging. Mr. Hockaday explained that the smallest of modifications – even adding an awning would trigger this code section and that everyone understands that.

Discussion over the old news stand, the parking area etc.

Mr. Zingaro: Asked if there was a motion to approve the Off-Street Parking Ordinance

Mrs. Spencer motioned to approve and Mrs. Parlongo second the motion. Roll was called- all approved.

Mr. Zingaro- next order of business is Ordinance No 28-18 – Site Development Plans

Mr. Smith – What this does is currently you do not have any kind of criteria on how you would approve site plans. Much discussion around what and how they would look at site plans and what they would do and how they would do it. This Ordinance helps give the Planning Commission guidelines to meet all requirements for new site plans brought before the board.

Mr. Zingaro – asked the board if they would like to table this ordinance for more review. Tabled until next meeting.

Mr. Zingaro- next order of business – Ordinance No 29-18 Duties of the Planning Commission – Mr. Smith said he would always be present at their meetings for support and guidance and for them as the Design Review Board. The board is concerned over Historical Reviews, much discussion surrounding what needs to be done. Mr. Hockaday explained there are no standards and the biggest standards is for the demolition piece where it seeks your approval but we should put a standard in there for the historical structure pieces, we need to do something that is a little more robust and current. What it currently says it that we should look at it – but it does not specify what we need to look at, just like site plans there were no guidelines or criteria in place.

Mr. Smith – Explained the three ordinances we have reviewed are a package – we want to have all of these in place so there is no confusion with the Planning Commission and Zoning Board of Appeals

Mr. Zingaro asked the board if they would like to approve or table until the next meeting
The Board agreed to table for review at the next meeting.

Discussion to schedule next meeting for June 26th and cancel July 3rd meeting – notice needs to be placed in the paper.

Mr. Zingaro - Motion to cancel the July 3rd regular meeting – Mr. Sedmak motioned & Mrs. Spencer second the motion. Roll was called - all approved.

Mr. Zingaro – Motion to schedule a Special Meeting on June 26th at 6:00 p.m. to discuss Ordinance No 28-18 and Ordinance No 29-18 – Mrs. Parlongo made motion and Mrs. Gaugh second the motion. Roll was called – all approved.

Mr. Zingaro – Is there any miscellaneous business – there was no misc. business

Any other discussions --- Mr. Zingaro entertained a motion to adjourn

Mrs.Spencer made motion and Mr. Parlongo second the motion

Roll was called – all approved

Meeting adjourned at 7:00 p.m.

Joe Zingaro, Chairperson

Melanie Shubitowski - Clerk