

Planning Commission Meeting Minutes
January 8, 2019

The Conneaut Planning Commission met for their regular monthly meeting on January 8, 2019, beginning at 6 pm. The Pledge of Allegiance was recited. Role was called; in attendance were Ms. Notte, Mr. Zingaro, Mrs. Spencer, and Mrs. Gaugh and Mrs. Parlongo. Mr. Zingaro asked for a motion to excuse Mr. Sedmak. Ms. Notte made the motion and Mrs. Parlongo seconded the motion. Roll was called - all approved – motion carries.

Mr. Zingaro asked if everyone reviewed the minutes from December 4, 2018 meeting and if there were any corrections. No corrections. Mrs. Spencer made motion to approve and Mrs. Gaugh seconded the motion. Roll was called, all approved. Motion carries.

Mr. Zingaro – New Business: Election of Officers. Mr. Zingaro wanted to move to new business first. After brief discussion, Ms. Notte made a motion to retain the current officers, which was seconded by Mrs. Parlongo. All were in favor, motion carried.

Mr. Zingaro – Discussion of meeting days. Are we still meeting on the first Tuesday at 6:00? The only thing I'd like to know, is a few times during the year we had no business and the meeting was cancelled. I don't think that's good business.

Mrs. Gaugh – I don't either.

Mr. Zingaro – Regardless of whether we have new business or not, or if there's no quorum, that's the way it goes.

Mrs. Gaugh – Who cancels the meetings?

Mr. Zingaro – I just get an e-mail from Janet saying there's not going to be a meeting. The by-laws state we set the meeting time and date. The other concern I have is if we cancel a meeting, which is sometimes ok in the summertime, sometimes I think of issues, such as O'Reiley's when they said look, you said right here you were having a meeting, you didn't follow through, now you've opened the door to a technicality, and sometimes that's all it takes.

Ms. Notte – I think there's a lot we've been talking about during our sessions that we want to do proactively, we can have a discussion and ask for it to be added.

Mr. Zingaro – The other thing is that if our meeting would happen to fall on a holiday, we'll just meet the following Tuesday.

All present were in agreement.

Mr. Zingaro – One other thing is that Paul Sedmak's term expires this year, and Judy and I are up in 2020. What do they do, do they have to get a letter?

Ms. Shubitowski – Jim goes through that whole process.

Mrs. Gaugh – He said a letter is needed. I e-mailed him one.

Mr. Zingaro – Old Business – Temporary Accessory Structure, shed. OK discussion. I’m not sure if we’re ready to send it yet. Somebody said something about dog pens, first of all.

Mrs. Gaugh – We need some information.

Mr. Zingaro – We have it defined under fences.

Mrs. Gaugh – Do you know if there’s any complaints of why they’re putting that in there?

Ms. Shubitowski – I’ve never had a complaint regarding a dog pen myself. I think there was one back in 2014 in the harbor.

Ms. Notte – Makes sense, cause a lot of that is going to be a noise complaint, right, which wouldn’t have much to do with how close it is unless it’s a big lot. I’m not sure if we have standards from other cities. Does it make sense to put it here, or do we need a dog section?

Some discussion was made concerning boarding.

Mr. Zingaro – But anyway, if you’re going to have a boarding kennel, you’ll have to have a permit.

Mrs. Gaugh – I’d like to know the background on that, what brought that up when we haven’t discussed it before. Kyle might be able to answer that, or Chris.

Mr. Zingaro – Removal of that is fine.

Mrs. Gaugh – We need to remove that.

Mr. Zingaro – Remove “the shed may be located” we want five feet.

Mrs. Gaugh – Yes, five feet.

Ms. Notte – So regardless of temporary or permanent.

Mrs. Parlongo – So can it be worded that any shed has to adhere to these setbacks?

Mrs. Gaugh – Yes, because it’s a safety issue.

Ms. Notte – Does there need to be some definition on what constitutes a structure? I guess I’m trying to guess what else it could be, like a playhouse, doghouse.

Discussion turned to the types of sheds for sale on the east side and the cabooses on Lake road.

Ms. Shubitowski clarified that there was nothing defining it that restricted the caboose for use as an accessory structure, and there was precedence set with the one a few blocks down in the same area and zoning district.

Mr. Zingaro – We just need some clarification, but we definitely need to take out the one-foot clause. Should we look at the definition of temporary structures?

Ms. Shubitowski – Are you talking about temporary or movable?

Mrs. Spencer – Yes, there's two terms, they have movable in here,

Ms. Shubitowski – A construction crew that pulls in something like a mobile home on wheels to use as an office, that would be a temporary structure. She also explained that the criteria she uses to determine whether a structure is permanent or movable is if it has a permanent foundation and/or utilities.

It was discussed that utilities ran to a structure would make it permanent.

Mr. Zingaro – I'm not sure we can move on this until we get some clarification. OK, under old business 2, - septic.

Old Business

Mrs. Gaugh – We were supposed to get information.

Members stated they had asked for information from the health department, the Law Dept., Waste Water, and had asked for people to come in and talk to them, but had not gotten any.

Mr. Zingaro – so we're moving on now to the bed and breakfast. It's going to get out of control, and it's almost beyond our control.

Mrs. Gaugh – We asked for more information on that too.

Discussion ensued over existing B&B's and ones that have recently been established. The board agreed that business should be encouraged, but should be registered and safe for occupants. Ms. Notte asked what the hang-ups in the past have been. Mrs. Gaugh and Mr. Zingaro stated they were close in the past, but each time a new city manager came in, the course got altered. Mrs. Gaugh stated that one of the big problems has been in defining a bed and breakfast, and that they have been unable to get city council to agree on a definition. Mrs. Gaugh also stated that during a meeting, law director Kyle Smith said that Christine Hopkins from CT Consultants in, but that hasn't happened yet. Ms. Notte said that an action plan should be to get Ms. Hopkins into a meeting.

The comprehensive plan was then discussed.

Mrs. Spencer – Are we going to review the comprehensive plan?

Mrs. Gaugh – If we don't have any business, we should be looking at that.

Ms. Notte stressed the importance of being proactive with the plan.

Mr. Zingaro – We're supposed to be working through the changes of ordinances. We did that fast out of the gate. We did three or four or five ordinances very quickly, and then it just stopped.

Discussion on the accessory structure ordinance was officially tabled at this point, as was further discussion concerning B&B's.

Mr. Zingaro – Any word on new construction projects, like Truck World?

Ms. Shubitowski – I haven't heard anything for a while on that. I don't know where that's sitting.

Mr. Zingaro – The natural gas line going in won't affect anything with the Planning Commission?

Ms. Shubitowski – I don't think so.

Mr. Zingaro asked what was going on with the vacant home at 1128 Lake. The owner had appealed a vacant property issue before the Planning Commission and won. Ms. Shubitowski stated that Mr. Hockaday wanted this issue pursued again, and that she had gotten Todd Nagy from the county building department to look at it, and he found no cause to condemn the property. Todd deemed it to be structurally sound aside from the back porch. There has also been continual electrical service to the home, as the front porch light has remained lit. Ms. Shubitowski also commented that vacant properties such as the one at 519 Liberty are hard to get action on when the owners live out of state, pay the taxes, and have no serious structural issues apparent.

With no further business to discuss, Mr. Zingaro asked for a motion to adjourn.

Ms. Notte – Made motion

Mrs. Gaugh – Seconded the motion

Roll was called – All approved

Meeting adjourned at 6:30 p.m.

Joe Zingaro - Chair

Melanie Shubitowski- Clerk