

**PAINESVILLE TOWNSHIP ZONING COMMISSION
MEETING MINUTES**

Monday, December 13, 2021

Painesville Township Office 55 Nye Rd. Painesville Twp., OH, 44077

Present: Ted Galuschik, Amy Cossick, John Haught, Bailey MacKnight
Absent: Darrell Webster
Zoning Inspector: Harley DeLeon
Legal Counsel: Jason Hartzell

Chairman Ted Galuschik called the meeting to order at 6:30 P.M. The Pledge of Allegiance was recited. A roll call revealed that a quorum was present.

Public Comment: None

Regular Meeting:

Chairman asked if the Members had any additional comments or edits to the November 8, 2021 Meeting. Hearing no other edits or comments, Chairman entertained a motion to approve the **November 8, 2021 Meeting Minutes**.

Members needed clarification from Legal regarding voting for the November 8, 2021 Meeting Minutes, as one Member had been absent for the November 8, 2021 Meeting, and one Member was currently not present.

Legal Advisor Jason Hartzell let the Members know that Meeting Minutes could be approved or acknowledged with or without voting.

Chairman asked Legal that if a correction needed to be made on the Meeting Minutes at the current meeting, could the Members approve the correction.

Legal Advisor Jason Hartzell replied yes, as a quorum was present.

Chairman accepted the **November 8, Meeting Minutes** as read.

Public Hearing: None

Site Plan/Architectural Reviews: None

New Business: None

Old Business:

- **Case 20-ZC-07:** Section 28 Rewrite sign section.

Chairman reminded the Members that Draft 9 had been received at the November Meeting, and discussions were to take place between Legal, members, and staff.

Zoning Inspector Harley DeLeon let the Members know that Darrell Webster had worked through the mathematical formulas for calculating total square footage for letter sign height in Section 28. Errors had been found within the formulas. Harley DeLeon continued that she had a discussion with Dave Radachy of the Lake County Planning Commission pertaining to the errors, and possibly removing the

formulas from Section 28.

Chairman suggested only regulating the size of the sign, not the wording within the sign, leaving the size of the wording up to the maker of the sign.

A discussion was held regarding the difference between development sign and grouping sign in Definitions of Section 28 Draft 9.

Chairman asked if these signs are permanent or non-permanent.

Zoning Inspector Harley DeLeon replied both are non-permanent.

A discussion was held regarding what type of organizations were a part of Event Signs, either profit or non-profit. Chairman asked if wording could be improved to not leave out either group. Members discussed that the definition read as both groups were included.

A discussion was held regarding the definition for Temporary Signs, and possibly adding a time frame. Zoning Inspector Harley DeLeon reminded the Members that there are time frame regulations within Section 28. Harley DeLeon let the Members know that Legal Advisor Jason Hartzell had emailed her his suggestions for Section 28, she would forward that information to the Members for the January Meeting.

Bailey MacKnight let the Members know that some signs had time frame regulations, and some did not; suggesting looking at the ones that did not have time frames and adding them.

Chairman suggested that the Members look this over and discuss at the next meeting.

A discussion was held regarding projecting sign length from a building, changing the text to match Definitions

Zoning Inspector Harley DeLeon suggested not regulating in Definitions, but to regulate within the text pertaining to projecting signs.

A discussion was held regarding how the text could be interpreted for portable signs with moving parts, and signs attached to trailers and what not.

Legal Advisor Jason Hartzell replied the text could be read as two separate regulations.

Chairman let Harley DeLeon know that on page 10 of Draft 9 for Section 28, there would need to be a relettering done.

John Haught needed clarification on what needed to be reviewed for discussion at the January Meeting. Members replied that it was time frames for some Temporary Signs.

Chairman would like to table the discussion for **Case 20-ZC-07** until the January 10, 2022 Meeting.

Dispensation of Closed Public Hearings: None

Items being held for Public Hearing: None

Zoning Inspector's Report:

Zoning Inspector Harley DeLeon let the Members know that someone has been hired for the Full Time Zoning Inspector position. Harley DeLeon continued that informal discussions have been made on the Casement Park Project, and the Commission may see amendment applications for the project hopefully soon. Harley DeLeon gave some information pertaining to the project.

Harley DeLeon also let the Member's know of a fpud application coming in needing to be held for Public Hearing at the January 10, 2022 meeting. Harley DeLeon let the Members know that the Trustees have been in discussion over the application, and had concerns that were being addressed prior to the Commission receiving the application.

A discussion was held regarding when a Legal Notice would need to be sent and published in the News Paper for the Public Hearing.

A discussion was held with Legal Advisor Jason Hartzell, regarding setting a Public Hearing without receiving the application prior to the hearing.

A discussion was held regarding having a Special Public Hearing Meeting in January after the January 10, 2022 Meeting.

Harley DeLeon replied that there would be an extra cost for the Special Meeting, including the Legal Notice, and Trustee Meeting which pushes the application to the end of January; that the applicant was trying to avoid a later time frame.

John Haught asked if the Public Hearing Procedure was being changed.

A discussion was held regarding the procedures for applications concerning the Zoning Commission.

A discussion was held regarding the public and contiguous neighbors of the rezoning property.

John Haught commented that the Commission's duty was to give all the information needed to the Public.

A discussion was held regarding possibly needing to change the Agenda to fit the January Public Hearing.

Bailey MacKnight asked if the applicant wanted the Public Hearing some time in January or on January 10.

Harley DeLeon replied January 10, 2022.

A discussion was held regarding the Member's concerns getting the application to review.

Amy Cossick asked if a Meeting could be held January 3, 2022 and have a Public Hearing on January 10, 2022, would it affect the Legal Notice.

Zoning Inspector Harley DeLeon replied the Legal Notice would be affected.

A discussion was held regarding the practices being followed for Public Hearings.

Bailey MacKnight commented that the Members would feel better to go over the application prior to the Public Hearing.

A discussion was held with Legal regarding having a Special Meeting prior to the January 10, 2022 Meeting and possibly having it electronically.

Legal Advisor Jason Hartzell replied the Members would have to have the meeting in person.

Chairman asked if there would be an adequate time frame for a Legal Notice if a Special Meeting was set for December 20, 2021.

Harley DeLeon replied yes.

Chairman asked the Members their thoughts concerning a Special Meeting to only set a Public Hearing for the January 10, 2022 Meeting.

The Members agreed to hold a Special Meeting Monday December 20, 2021.

Zoning Secretary Rachel Muro asked what time.

A discussion was held regarding having the Special Meeting at 5:30 P.M. or 6:30 P.M. The Members agreed to have the meeting at 6:30 P.M.

Chairman set a **Special Meeting** for Monday, December 20, 2021 at 6:30 P.M.

Any Further Business to come before the Commission:

Bailey MacKnight let the Members know that he would be stepping down from his Zoning Commission position. His last meeting would be the December 20, 2021 Meeting. He thanked the Members.

Chairman adjourned the meeting at 7:49 P.M.

Special Meeting will be on Monday, December 20, 2021.

Next Official Meeting will be on Monday, January 20, 2022.

Respectfully submitted,



Ted Galuschik, Chairman

Rachel Muro, Zoning Secretary