

Planning Commission

Minutes

August 19, 2020

Call to Order @ 6:37 PM by John Clark

Pledge of Allegiance

Roll Call: John Clark, chair; Mayor Clark; Tammy Meyer; Scott Weaver; Wes Hawkins; John Trew, Village Administrator, Michele Stuck, Solicitor; Maryann Fabian, Administrative Assistant

Approval of previous minutes June 2020 motioned by Scott, second Wes. All voted yes.

Citizens: Dan Tillett discussed the East Side of town improvement material. There is a grant proposal that is in two parts. The first part is the most important, to take the sidewalk area up, 13'4" is the inside of the curb to the front step. That creates a 5'4" curb height at the curb level, then a retaining wall. Then a patio with a railing & steps on the south end. On the north end is a walk that goes thru an existing walk. There would be a graduated walk up to the height that would come up to the ADA (American Disability Act) level. It would start in the green space and be north of the building. ADA access to all the stores. Two places where there are access breaks to others stairs.

The second part of the grant would be to take the stores fronts restore them back to the original faces and add low e insulated glass. All doors would go to the original doors.

The Mayor asked, have property owners have been talked to and they are all on board with this? Along with letters of intent? Has he met with Tod and Lisa? Joe Brown is on board with this, Jeff Benner talked with Mocny. Dan said he has met with Lisa, but not met with Tod. Edie emailed Tod. The Mayor asked, what kind of funding were they going for? Are you wanting the village to apply for these grants? Dan said that the grant did not need to be applied for yet. They were (Lisa) looking at different sources. Village would apply for grant, and village would be responsible for the other portion. Wes asked for clarification, if the Village were to apply for it would the village be on the hook for the matching portion. Dan said that the village will not sign the grant proposal until they knew where the money was coming from. The Mayor states that the Village cannot improve private property. The sidewalk is on the public right-of way per Michele. Anything beyond the steps is on private property. John Clark asked if the property owners would have a stake in this also. Dan stated he would like to see that, but it would be hard for them.

John Trew asked if there is any money in the proposal for the water and sewer lines, and services coming out. Dan said that there is, but not a lot.

Wes asked what does Dan want from us today? Just a conversation but not anything else done. Would Planning Commission be willing to send it to council once we have the paperwork? The timeline is a year or two. Garrettsville was able to get CDBG (Community Development Block Grant) money, is this a possibility? Governor Joyce want to make a meeting with Mayor in two weeks – August 31st Monday. John Clark stated that there would be no reason not to go for it. John Clark asked to be CC (carbon copy), along with the rest of planning commission, when emails go around concerning this. Scott asked that the information comes from Dan Tillett so we are not left out of the loop. Mayor will reach out to Lisa and Tod, to know what they are thinking. The group would like to get it done right away. They want another mural – but they don't want it to be so expensive, because it is a beautification of the Village. It will be less expensive if it is a non-profit. The mural is a continuation of the other mural in the village. 32 square feet, so it will need a variance. Wes asked, when will BZA (Board of Zoning Affairs) new chair be voted on? He thought the Vice President of the

DMRC (Downtown Mantua Revitalization Corporation) is conflict of interest to be a chair of the BZA. DMRC has nothing to do with the mural. If it is over lapping then there is a problem. If DMRC is not part of the mural then they will have to be full price.

Zoning Inspector's Report turned in and on file (see attached)

New Business:

Review of Caryn Stutzman's application for lot combination.

John explains, everything is simple. She had an accessory building on another lot (illegal) and she wants to combine the two lots together. It is permissible and legal. They have gotten a zoning permit for this. John Clark says that we will agree to this, but she still has to abide by the rules for the accessory building and supply more information. Motion to send this to council. Motioned by Mayor second by Wes. All vote yes. Caryn Stutzman will be notified that she has to apply for a permit for the accessory building.

Review Ordinance 2020-31 Council sent back for review of sections 610.05(C and D).

Complaint by a council member was site plan there were 18 different questions they need to address. Upset that plans had to be stamped by engineer, and the number of blueprints needed. They threatened to go to the State because the State is not as restrictive. Wes wants to table this until that councilperson is here to talk for herself. Scott said we should maintain how it was written, and we should not change it. Council has the opportunity to amend anything we move forward. The Planning Commission has the option to take no action today. Wes makes a motion to send back as is, Linda second All voted yes.

Landmark Committee request for review of street post signs and quote (John T to contact Dist. 4, village can't deviate from State Regulations)

John contacted the District 4, and is going to talk to them again.

Edie Benner request for review of 450.09 lighted signage (discussion on possible changes).

John Clarks stated that it is open for discussion. The Planning Commission talked about it in July. John Clark asked for questions and comments. Wes said that we do need to make signs back lit, gas station okay, and bank okay. Wes stated that Mantua Village is one step looking like Vegas because of the signs. The Village can put line in sand, and change the ordinance stating from this day forward it will be different. Mayor states said to members to review and makes suggestions next month. The committee can come back with what we want to discuss and change. – 450.16 (Alteration and Removal of Nonconforming Signs).

Wes filed a complaint with planning about maintenance violations at the park. Weeds under and around playground equipment, broken picnic tables, tree stump needs grinding, brick memorial needs work, etc.

Old Business: Work on what the fee for rental inspections will be and should the inspector be certified/licensed per council's request. Also work on boarding houses and multifamily homes in RR (residential rural). **Kim Ule to attend meeting ON HOLD due to Covid19.** Mayor to resend proposal to committee members. Wes said that there was a bulk discount that if it was so many square feet, but Kim Ule never gave us anything in writing. Scott asked if we should look for someone else. There is no one else interested. The city of Kent will do it for \$25/unit. Council wanted a licensed person, and the Council has put the constraints on the people and increases the cost. We want it to be self-sustaining, and not come from the general fund. Wes said that the resident was paying the inspector.

Review Maintenance Code section 480.00 REVIEW ALL SECTIONS WE HAD STOPPED AT 480-12 (a).

480.12(A) (1) discussed dilapidated automobiles. Generally we've permitted parking vehicles in the open as long as they're registered with valid plates. We may want to look at this.

480.12 (A) (2) no changes

480.12(b) Trees, grass and shrubbery:

(1) All trees, shrubs or plants should be trimmed of dead, decayed or broken portions thereof and the debris properly disposed of.

(2) Grass and weeds ~~on improved parcels~~ shall be maintained, controlled and cut on a regular basis. Grass or weeds in excess of 9 inches in height constitute a public nuisance and health risk. [*"On improved parcels" was stricken, but no new language was added*]

480.12(C) (1) no changes

480.12(C) (2) no changes

480.12(d) no changes

480.12(e) Ground-Surface Hazards: Holes, cracks, excavations, breaks, projection and obstructions ~~at any place on the premises in the public right-of-way~~ which are a hazard to persons using the premises shall not be permitted. [*"at any place on the premises" was stricken and replaced with "in the public right of way"*]

480.12(f) no changes

480.12(f) Sidewalks: Shall be maintained in good repair in accordance with Village Ordinance No. 1995-25
One of the Mayors neighbors wants to know what the regulations are for the sidewalks (per John Clark). Residents are responsible for the sidewalks. Planning is supposed to come up with letters to replace sidewalks, not the Village Administrator nor the Zoning Inspector, to let residents know they need to replace the sidewalk. It is the 913.03 Service Code. The next time the Planning commission needs to review sidewalks for repair is April 2021. John Trew stated that contract bids would come in, and then the residents would pay for the repairs. Wes said that he knew of someone and Scott told Wes to go ahead and get quotes.

Matts Rd Bridge-Businesses – Council approved applying for Ohio Municipal Bridge funding. Grant submitted. Also, applying for the Ohio Bridge Partnership. Received word on October 29, 2019 that we did not get funding for the Municipal Bridge Program. We still have a chance at the Ohio Bridge Partnership Program.

No updates.

Zoning/Maintenance issues

4587 W. Franklin, Kirt/ Tabatha Teter residential construction w/o permits letter from P.C. (Portage County) Bldg. Department. Letter sent per John Trew

10730 First St., Christopher Mathew's construction w/o permits letter from P.C. Bldg. Depart.
Letter sent per John Trew

4474 W. Prospect, Scot Angle lawn and house. This resident was off this list and then put back on again.

4741 E. Prospect, Lucas Randall 8188 Cooley Rd., Ravenna, Ohio 44266

4934 Canada Rd, Jenny August RR multifamily, needs a variance per John Trew.
John said that he has to double check to see if the letter was sent.

Motion to adjourn by Scott, second by Wes. All voted yes.

Adjourn by John Clark @ 8:30 PM