

# MINUTES

## ASHTABULA COUNTY PLANNING COMMISSION

Regular Meeting of August 16, 2021

3:00 p.m. @ Commissioner's Meeting Room, the Old Courthouse

### 1. ROLL CALL

**Members Present:** Mr. Dixon, Commissioner Ducro, Ms. Kanicki, Commissioner Kozlowski, Ms. Krysa, Mr. Likavec, Mr. McClure, Mr. Douglass

**Members Absent:** Ms. Friedstrom, Mr. Hartz, Commissioner Whittington

**Officials Present:** Mr. Jake Brand, Director Community Services & Planning and Secretary to the Planning Commission  
Mr. Jimmy Hoppel, Assistant Director Community Services & Planning  
Ms. Heidi Barringer, Recording Secretary

**Others Present:** Richard, Kimberly, and Matt Ryel – Property owners

**Mr. Douglass** called the meeting to order at 4:30 p.m., established that a quorum was present, and proceeded through the agenda.

### 2. MINUTES

**Mr. Douglass** called for a motion to approve the minutes of June 21, 2021.

**Commissioner Kozlowski** made a motion to approve the minutes and **Mr. Dixon** seconded.

**Roll Call:** Mr. Dixon, Commissioner Ducro, Ms. Kanicki, Commissioner Kozlowski, Ms. Krysa, Mr. Likavec, Mr. McClure, Mr. Douglass

**Aye:** Mr. Dixon, Commissioner Ducro, Ms. Kanicki, Commissioner Kozlowski, Ms. Krysa, Mr. Likavec, Mr. McClure, Mr. Douglass

**Nay:**

**Abstain:**

**Not Present:** Ms. Friedstrom, Mr. Hartz, Commissioner Whittington

**Mr. Douglass** called for a motion to approve the June 28, 2021 special meeting minutes.

**Mr. McClure** made a motion to accept the minutes with a correction to reflect in absence that day and **Ms. Kanicki** seconded.

**Roll Call:** Mr. Dixon, Commissioner Ducro, Ms. Kanicki, Commissioner Kozlowski, Ms. Krysa, Mr. Likavec, Mr. McClure, Mr. Douglass

**Aye:** Mr. Dixon, Commissioner Ducro, Ms. Kanicki, Commissioner Kozlowski, Ms. Krysa, Mr. Likavec, Mr. McClure, Mr. Douglass

**Nay:**

**Abstain:**

**Not Present:** Ms. Friedstrom, Mr. Hartz, Commissioner Whittington

### **3. APPROVAL OF THE AGENDA**

**Mr. Douglass** called for a motion to approve the agenda.

**Commissioner Kozlowski** moved to approve the agenda and **Mr. Likavec** seconded.

**Roll Call:** Mr. Dixon, Commissioner Ducro, Ms. Kanicki, Commissioner Kozlowski, Ms. Krysa, Mr. Likavec, Mr. McClure, Mr. Douglass

**Aye:** Mr. Dixon, Commissioner Ducro, Ms. Kanicki, Commissioner Kozlowski, Ms. Krysa, Mr. Likavec, Mr. McClure, Mr. Douglass

**Nay:**

**Abstain:**

**Not Present:** Ms. Friedstrom, Mr. Hartz, Commissioner Whittington

### **4. GENERAL CORRESPONDENCE & PLANNING COMMISSION ANNOUNCEMENTS**

**Ms. Krysa** asked Mr. Brand what the Cultivating Local Farm Economies was about.

**Mr. Brand** explained that he and Mr. Hoppel attended a four-part webinar series put on by Michigan University that covered topics like farm stays and how Michigan zoning as well as examples of farm-to-table successes. He offered to forward the information to anyone interested.

**Ms. Krysa** further inquired about the special improvement district meeting regarding Lake Erie shoreline erosion.

**Mr. Brand** explained that Lake County has implemented a Special Improvement District around shoreline erosion and this was the first meeting that talked to bordering counties. There are no residents involved at this point.

**Commissioner Ducro** said they were optimistic about being part of this co-op.

**Ms. Krysa** said she was planning on attending the virtual meeting Wednesday for the Comprehensive Plan. She asked how the response at the fair went.

**Mr. Brand** felt the fair and the meeting at the Jefferson Community Center was very well attended. He said 25 boards with the draft recommendations were put up and forty to fifty people attended. Mr. Brand thought there was good back and forth communication and the intent was to get public input.

**Ms. Krysa** wondered when the final draft was to be done.

**Mr. Brand** replied that the contract term was mid-September.

**Ms. Krysa** wanted to know if that would be online.

**Mr. Brand** responded that it would be as well as in our office.

**Commissioner Ducro** asked if the online work was the same type of stuff done in the meeting in Jefferson.

**Mr. Brand** said largely that it was but the online activities were guided and they used an online metering program called Menti.

## **DIRECTORS REPORT**

**Mr. Douglass** asked Mr. Brand if there was anything else not covered in the previous conversation on the director's report that needed to be addressed.

**Mr. Brand** said there was not.

6. **SWEARING IN – None**

7. **COMMITTEE REPORTS – None**

8. **PRESENTATIONS BY PERSON, GROUP, OR DELEGATION – None**

9. **OLD BUSINESS – None**

10. **NEW BUSINESS**

**Case Number 2021-011 –  
the Re-plat of the Sublots 82 and 83 in Stonegate Subdivision Phase 4 - Saybrook Township**

**Mr. Hoppel** explained that the applicant was seeking approval for the re-plat of the Stonegate Subdivision. He addressed a mistake on the application that stated the next step would be township approval. Mr. Hoppel made it clear that was for text amendments and this was the final decision. He went on to describe the sublots in greater detail and explained that the applicant wants to combine both lots into one. He explained that there are no substantial review comments other than minor notational matters on the plat. Mr. Hoppel stated that the Planning Department approve the re-plat with the following conditions: The addition of a

signature line for Ashtabula County Environmental Services Director Doug Starkey and the plat revise the combined lot number to 82A.

**Mr. Douglass** asked if Mr. Ryel had anything to add.

**Mr. Ryel** did not but he was willing to answer questions.

**Commissioner Ducro** asked what the purpose of combining lots was if he owned both lots.

**Mr. Ryel** said the house would be spanning across both lines and he doesn't believe the County allows that.

**Mr. Douglass** added that there's a 10' easement that goes around each property and when those are combined, the easement between the two properties would disappear.

**Mr. Douglass** called for a motion to approve, deny, or conditionally approve Case Number 2021-011.

**Commissioner Kozlowski** made a motion to approve Case Number 2021-011 for the combination of Sublots 82 & 83 in Stonegate Subdivision Phase four with the conditions that a signature line be added for Doug Starkey, Director of Ashtabula County Environmental Services and that the plat reflect the new subplot as 82A and **Commissioner Ducro** seconded.

**Roll Call:** Mr. Dixon, Commissioner Ducro, Ms. Kanicki, Commissioner Kozlowski, Ms. Krysa, Mr. Likavec, Mr. McClure, Mr. Douglass

**Aye:** Mr. Dixon, Commissioner Ducro, Ms. Kanicki, Commissioner Kozlowski, Ms. Krysa, Mr. Likavec, Mr. McClure, Mr. Douglass

**Nay:**

**Abstain:**

**Not Present:** Ms. Friedstrom, Mr. Hartz, Commissioner Whittington

11. **OTHER BUSINESS - None**

12. **GENERAL PUBLIC DISCUSSION - None**

13. **UPCOMING MEETINGS**

Executive Committee: Monday, September 13, 2021, at 10:30 a.m.  
Regular Meeting: Monday, September 20, 2021, at 4:30 p.m.

14. **ADJOURNMENT**

Hearing no further business, **Mr. Douglass** adjourned the meeting at 4:46 p.m.

Respectfully Submitted,

Heidi Barringer, Recording Secretary

*Minutes to be approved for August 16, 2021*

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**William Douglass, Chair**

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***Jake Brand, Director***

Secretary to Ashtabula County Planning Commission

Attachments in Journal

Director's Report