

OPENING CEREMONIES AND PRESENTATIONS

**I. CALL TO ORDER**

Chairman Earl Abrahamson called the meeting to order at 7:10 am.

**II. ROLL CALL**

PRESENT: Earl Abrahamson, Scott Kovash, Gene Jackson, Jason Fridrich, Shirley Dukart and Adam Ballesteros.

ABSENT: Jay Elkin

STAFF: City Planner, Walter Hadley, City/County Planner, Steven Josephson, City Attorney, Jennifer Gooss, Contract City Engineer, Craig Kubas

**STANDARD MOTIONS**

**III. MINUTES**

The minutes were removed from the agenda, no minutes to be approved.  
Earl deferred the minutes to the next meeting.

**REGULAR AGENDA**

1. No agenda items and no public hearings.
2. Shirley Dukart was welcomed as a new Planning member. Commissioner Abramson turned the meeting over to Mr. Hadley for discussion, this was not a public hearing. Adjournment took place after the discussion therefore the entire discussion was recorded and minutes were taken.
3. Work Session:

**WORK SESSION SUMMARY-JANUARY 20, 2016 PLANNING AND ZONING COMMISSION**

In the coming months Planning Department staff will be bringing forward the following for discussion and consideration by the Planning and Zoning Commission:

1. Revised minimum lot size for single-family detached units-there was discussion regarding minimum lot widths of 40 feet to 45 feet and individual lot sizes from 3,500 square feet to 5,000 square feet. The Planning and Zoning Commission's guidance was to proceed with developing changes to the zoning code;
2. Zoning Code – staff discussed potential changes to clarify certain portions of the code, update other portions, and to introduce new provision. The Planning and Zoning Commission did not object this;

3. Potential changes to the Subdivision Code-there was extensive discussion regarding assurance that developers provide required infrastructure prior to the development of platted subdivision. There was a consensus from the Commission that staff go forward with reviewing the Subdivision Ordinance and bring forward recommended changes;
4. Tracking of Subdivision development agreements, special use permits and planned unit developments-staff informed the Commission that there will be annual review to ensure all requirements are being complied with;
5. Sign Ordinance Revisions – Cleanup of the sign ordinance revisions approved in 2015. The Commission had no objections to revisions going forward;
6. ETZ Zoning Designations – Change zoning on properties that came into the ETZ in 2015 to appropriate City of Dickinson zoning district.; Requires working with the Stark County Planning and Zoning Board prior to coming to the City;
7. Performance Standards - right of way widths. Updating the minimum street frontage. Non-conforming status architectural standards for commercial properties regardless of 50% of existing site should be reevaluated. Lighting standards and decorative lights.
8. Renaissance Zone Plan amendments to increase the number of blocks-Commissioners were already aware these amendments will be coming to them;
9. Comprehensive Plan –Review policies for possible amendments;
10. Annual Application Review – Make sure application forms are up to date.
11. Urban Forestry – Three of the four members can come during the planning meeting having the planning board act as the Urban Forestry Board as well. Possibly having the planning meeting move to 7:30 a.m. and the Urban Forestry meeting at 7:00 a.m. The Commission supported this proposal.

### III. ADJOURNMENT

**MOTION:** Jason Fridrich                      **SECOND:** Adam Ballesteros

To Adjourn at 9:05 am

**DISPOSITION:** Motion carried unanimously.

**PREPARED BY:**

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**Brandy Goetz**

**APPROVED BY:**

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**Walter Hadley**