

CONCORD TOWNSHIP BOARD OF TRUSTEES

DATE: January 17, 2018
TIME: 7:30 PM

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF MINUTES:
 - December 20, 2017 Regular Trustees Meeting
 - December 29, 2017 Special Meeting
 - January 3, 2018 Regular Trustees Meeting - tabled
- V. ELECTED OFFICIAL REPORTS:
 - A. FISCAL OFFICER – Amy Dawson
 - B. TRUSTEES
 - Mr. Galloway –
 - Mrs. Luhta –
 - Mr. Malchesky -
- VI. DEPARTMENT REPORTS:
 - A. ADMINISTRATION DEPT. – Chris Galloway
- VII. AUDIENCE:
- VIII. OLD BUSINESS:
- IX. NEW BUSINESS:
 - A. VOTE – RESOLUTION 2018-04, ENTER INTO A MONTH TO MONTH LEASE AGREEMENT FOR THE REAL PROPERTY LOCATED AT 9911 OLD JOHNNYCAKE ROAD
 - B. VOTE –RESOLUTION 2018-05, AUTHORIZING FISCAL OFFICER TO CLOSE & DISSOLVE THE POLICE PROTECTION FUND #2193
 - C. VOTE – RESOLUTION 2018-06, TRANSFER OF MONIES FROM THE FIRE LEVY FUND (2191), TO THE GENERAL FUND (100), TO PAY BACK THE TEMPORARY TRANSFER OF FUNDS PREVIOUSLY AUTHORIZED IN RESOLUTION 2015-40
 - D. VOTE – RESOLUTION 2018-07, ENTER INTO AN AGREEMENT FOR ANCILLARY AND ON-CALL PART-TIME, LANDSCAPING SERVICES, AT \$25.00 PER HOUR, WITH MATTHEW S. SEYNES
 - E. VOTE – ENTER INTO A PROFESSIONAL SERVICES AGREEMENT, AS NEEDED, WITH HULL & ASSOCIATES, NOT TO EXCEED \$25,000, FOR THE 2018 CALENDAR YEAR
 - F. VOTE – RESOLUTION 2018-09, ENTER INTO A CONTRACT WITH COSTAR GROUP TO PROVIDE COMMERCIAL REAL ESTATE DATA SERVICES
 - G. VOTE – FIRE DEPT. RESOLUTION 2018-08, AUTHORIZING THE CONCORD TOWNSHIP TRUSTEES TO ENTER INTO A CONTRACT WITH MEDICAL REPAIR INC.,
 - H. VOTE – FIRE DEPT. REQUEST FOR RICHARD SHEPPARD’S STEP INCREASE EFFECTIVE 2/5/2018
 - I. VOTE – FIRE DEPT. CONDITIONAL OFFER TO PART-TIME FIREFIGHTER, MICHAEL BRUSH, PENDING BACKGROUND CHECK AND PHYSICALS
 - J. VOTE – FIRE DEPT. P.O. #7-2018, TO ALADTEC FOR RENEWAL OF SCHEDULING SOFTWARE IN THE AMOUNT OF \$3,600
 - K. VOTE – APPROVAL OF THE SUMMERWOOD SUBDIVISION PHASE NO. 3-A, FINAL PLAT
 - L. VOTE – SET PUBLIC HEARING FOR THE PROPOSED TEXT AMENDMENTS TO THE CONCORD TOWNSHIP ZONING RESOLUTION, AS RECOMMENDED BY THE ZONING COMMISSION AND FURTHER OUTLINED IN THE ATTACHED LETTER DATED JANUARY 12, 2018.
 - M. FUTURE MEETINGS & ANNOUNCEMENTS:

TUES.	1/23	7:00 PM	ZONING COMMISSION MEETING / Town Hall
TUES.	2/6	12:00 PM	STAFF MEETING / Conference Rm
		7:00 PM	ZONING COMMISSION MEETING / Town Hall
WED.	2/7	6:30 PM	TRUSTEE OFFICE HOURS / Conference Room
		7:30 PM	TRUSTEE MEETING / Town Hall



Concord Township, *Lake County, Ohio*

Trustees

Christopher A. Galloway
Caroline N. Luhta
Paul R. Malchesky
trustees@concordtwp.com

Fiscal Officer

Amy L. Dawson
(440) 354-7516
(440) 350-0904 FAX
adawson@concordtwp.com

Administrator

Kathy Mitchell
(440) 354-7513
(440) 354-7511 FAX
kmitchell@concordtwp.com

Fire Chief

Matt Sabo
11600 Concord-Hambden Rd.
(440) 354-7503
(440) 354-7507 FAX
firechief@concordtwp.com

Recreation Director

Community Center
Debra L. Bechel-Esker
7671 Auburn Rd.
(440) 639-4650
(440) 639-4654 FAX
desker@concordtwp.com

Service Director

Frank A. Kraska
(440) 350-3226
(440) 357-4463 FAX
fkraska@concordtwp.com

Planning & Zoning Director/ Zoning Inspector

Heather Freeman, AICP
(440) 354-7506
(440) 350-0904 FAX
hfreeman@concordtwp.com

January 12, 2018

Christopher Galloway, Chairman
Concord Township Board of Trustees
7229 Ravenna Road
Concord Township, OH 44077

RE: Proposed Zoning Text Amendments

Dear Mr. Galloway,

At their meeting on January 2, 2018, the Zoning Commission held a public hearing on proposed zoning text amendments to the Concord Township Zoning Resolution as outlined below. The Zoning Commission voted unanimously to recommend **approval**, as modified by the Zoning Commission, by a vote of 5 ayes and 0 nays.

Amendment #1 - Section V – Definitions. Section 5.02 add new definitions for terms related to parking, urban winery, and modify others.

Amendment #2 - Section XI - Zoning Permits. Revise Section 11.01 to require zoning permits for porches, retaining walls, and change in occupancy of a vacant commercial building. Revise all other sections to include headings and reorganize existing provisions.

Amendment #3 - Section XIII - Conditional Use Permits. Revise Section 13.06 to eliminate reference to R-5 district. Revise sections 13.07, 13.08, 13.11, and 13.12 to reference compliance with all parking regulations in Section XXIX. Revise 13.12, 13.14 to eliminate the need for additional parking lot screening in excess of what is required in Section 38. Revise 13.16 to reference sign and parking regulations. Revise Sections 13.17, 13.25, 13.26, and 13.28 for compliance with the waiting space requirements in Section XXIX. Revise 13.33 to require adequate parking for outside dining. Revise 13.36 to include urban winery.

Amendment #4 - Section XV - Residential Districts. Revise table 15.02-1 to reference off-street parking. Revise Table 15.03-1 to clarify accessory building requirements for lots 2 acres and greater. Revise Section 15.03 (I), to require that all residential districts comply with the parking regulations in Section 29.

Modify Section 15.05 to clarify that minimum “residential” floor area are set forth in table 15.05-1, and off-street parking regulated in Section 29. Revise 15.04 (C)(e) to require dwellings to be setback 36 feet from the curb of a private street in the R-3 district.

Amendment #5 - Section XVI - R-2 PUD & RCD. Revise Section 16.07 (C) to reference Section 13 for a conditional use permit for a commercial center, and site plan review. Revise Section 16.09 to require a commercial center in a PUD to meet the requirements of Section 29. Revise 16.12, Township Preliminary Plan, 16.13, Approval, and 16.14 Final Development Plan. Revise zoning permit process in Section 16.15 to reference Section XI. Clarify section 16.16 for minor or major modifications to an approved development plan. Revise 16.24(C)(4), to require a landscape plan to be submitted for any open space area disturbed during construction. Revise sections 16.29, 16.30 and 16.31.

Amendment #6 - Section XXII - Commercial and Industrial Districts. Revise Section 22.03 Table of Uses to expand the use districts to allow microbrewery, microdistillery, urban winery, and personal services. Remove drive-thru facilities as conditional use in the Capital District. Revise Table 22.04 to clarify that the building heights are maximums and move the footnote reference next to the term to which it applies. Revise 22.09(A) to require where feasible loading docks to be located on facades that do not face public right-of-ways.

Amendment #7 - Section XXIX - Off-Street Parking. Revise Section 29.01 to add new purpose statements related to green infrastructure and reducing impervious surfaces in parking areas. Revise sections 29.02 Applicability, 29.03 General Standards, 29.04 Off-street parking requirements, 29.05 alternative parking options, 29.06 parking lot design standards, 29.07 access drive regulations, 29.08 bicycle parking, 29.09 waiting space requirements, and 29.10 parking in residential districts.

Amendment #8 - Section XXXIV – Fence. Revise Section 34.02 to require all properties to obtain a zoning permit for construction of fences.

Amendment #9 - Section XXXVI - Site Plan Review. Revise Section 36.01 to include purpose and intent and renumber the subsequent sections. Revise 36 .02 to require all site plans to be reviewed by Zoning Commission. Revise Section 36.04 required plan items to be submitted. New Section 36.08, significance of an approved plan. Revise 36.10 to add new standards for minor and major modifications.

Amendment #10 - Section XXXVII - Design Standards. Revise Section 37.03 (A) to specify accessory uses subject to design review. Revise 37.04 to include “or as otherwise required in this resolution.” Revise 37.05 (K), lighting to renumber the section as 37.06.

Amendment #11 - Section XXXVIII - Landscaping and Screening. Revise Sections 38.02, 38.03, 38.05, 38.06 (A), 38.07, 38.08, 38.10, and 38.12 as modified.

The proposed zoning text amendments, as modified by the Zoning Commission, are attached for your review. Also included is the recommendation of the Lake County Planning Commission. For your reference, proposed changes to the Zoning Resolution text are denoted as follows: blue underlined text is new, and red strikethrough text is deleted.

The Board of Trustees must now schedule a public hearing for consideration of the proposed amendments, as recommended by the Zoning Commission. The hearing must be held within thirty (30) days of receipt of this recommendation, while allowing sufficient time for legal notice.

Respectfully Submitted,



Heather Freeman, AICP
Secretary, Zoning Commission

cc: Connie Luhta, Trustee (with attachments)
Paul Malchesky, Trustee (with attachments)
Kathy Mitchell, Administrator
Michael Lucas, Township Legal Advisor
Amy Dawson, Fiscal Officer
Andy Lingenfelter, Zoning Commission Chairperson