

**JOINT COM DEV & FINANCE COMMITTEE MEETING MINUTES from
MONDAY, JANUARY 10TH, 2022 [meeting began at 6:30 P.M.]**

CD PRESENT: Chair Callahan, Mitchell, Lipian, Oswald, Schneider

FINANCE PRESENT: Chair Stewart, Tollett, Cerra, Davis, Schneider

OTHERS PRESENT: Law Dir Deery, Safety Service Dir Brubaker, Finance Dir Pileski, Asst Finance Dir Farrell, Asst Dir Calvert, CD Dir Scott, Building Official Farkas, WWPC Superintendent Korzan, Councilperson Corbin

Since this Meeting is a JOINT Meeting, Chair Callahan called CD to order and Chair Stewart called Finance to order at 6:12 P.M.

1. Approval of the DECEMBER 13TH, 2021 JOINT Community Development / Finance Meeting Minutes.

Moved by Mrs. Mitchell, second by Mr. Cerra to approve the above meeting minutes.

MOTION CARRIED

2. The matter of a Housing Revolving Loan Fund Administrative Agreement.

Referred By: Community Development Director Scott

Director Scott said this revolving loan fund agreement is a requirement with the State as part of their Community Housing Impact Preservation Program. The City is required to deposit any program income that it receives from a specific program into a different account. The agreement states that the City will do that and will abide by the rules. Any program income that is received through this has to go back into the same activity. The CHIP Program is for private owner rehabs, funds for that would go back into this account to be available to do additional private owner rehabs.

Director Scott requests that this be passed as an emergency because the agreement is due back to the State on January 21st.

COMMUNITY DEVELOPMENT:

Mrs. Mitchell moved, second by Mr. Lipian to authorize an ordinance approving the 'said' Loan Fund Administration Agreement.

MOTION CARRIED COMMITTEE REPORT WRITTEN

FINANCE:

Mr. Tollett moved, second by Mr. Cerra to authorize an ordinance approving the 'said' Loan Fund Administration Agreement.

MOTION CARRIED COMMITTEE REPORT WRITTEN

3. The matter of a Comprehensive Plan and Planning & Zoning Code update.

Referred By: Assistant Director Calvert

Director Calvert said a comprehensive plan is a long-term planning process that helps inform the City how to make investments in the community. It also helps to meet community needs over the long-term. A comprehensive land use plan looks out 20 years and is renewed with a smaller scale update every five years to make sure everything is on the same path.

It will take a look at where we're at today, the current state of where the City is, where the infrastructure is, where market opportunities are, where developments are happening. Then it will project into the future using community input, market information, expertise on projected analytics of where we'll be 20 years from now.

It will serve as a guide to help make informed decisions like; you don't want to tear up a road that was just paved 2 years ago, those kind of things.

It will help with community input, what the needs are and make sure the actions are in alignment. It will make applying for grants easier because it shows and demonstrates that we've gone through these things and that we have a vision in mind as a community and we know where we're headed.

This process is usually a 20-year span. Based on research, the most current plan on file is from 1972. Obviously the City has changed a lot since then. It's basically the 50-year anniversary of the last 'Land Use Plan'.

Dir Calvert said they are requesting permission to go out for bid for this. One of the important things that comes out of the comprehensive plan is zoning updates.

So a lot of times we see spot zoning, someone want to zone or re-zone one parcel in the middle of what used to be a residential neighborhood. Some of those are obsolete and some are conflicting because we've been piece-mailing them together for many years. Zoning Dir Farkas is here to join her so he can give some specific examples of how it disrupts the zoning process.

Zoning Dir Farkas said he's completed some research in the zoning code. The zoning code is antiquated, it's been hodgepoded over the years. The most recent general provision update in the zoning code was in 1997. Many things have changed, districts have adjusted, businesses are being diversified, they're changing their aspects in regards as to what they plan to do.

Examples; there are storage facilities, but we have no specific definition for an outside storage facility, it technically calls for it to be located inside, similar to the new U-haul next to the Olive Garden on West River Rd. This doesn't address what's being requested for outside storage. He's being asked for spaces for outside storage containers, like shipping containers that you see on large vessels. These seem to be quite popular. Our zoning code does not address that.

Another request is for 'Tiny Homes', there is a TV program called 'Tiny Homes' and they are becoming popular, they are like little sheds. Our zoning code does not address anything to do with 'tiny homes'. Nor does it prohibit them, unless it's in a trailer park district.

He has had to, over the years, make decisions based on what he has to work with to say, unfortunately this does not fit, or it has to go in this type of district, but he has no specific code section to point to. He's not accustomed to that, being the Building Official, he has specific sections that he points out.

Other changes that conflict are with the Design Review package, which contradicts itself with the Zoning Code, it's like 2 different languages. They are constantly presenting applications to Planning Commission where a waiver is needed or a variance is needed. These definitely need to be upgraded.

Another thing that needs to be addressed is the Light Industrial District. It governs storage of specific material but it doesn't address anything outside. It says, there can be storage, but in the same sentence it says it has to be conducted wholly and entirely inside a building. It contradicts itself, doesn't make sense. It doesn't fit what we're currently doing. With that, the last revision he looked at was something in the contractor registration, which was from 1957. It's so outdated and doesn't fit anything that the code requires. He thinks a complete 'overhaul' would be a positive influence.

Chair Stewart said, obviously this is overdue. The budget for this is estimated to be \$200,000, where would that be coming from?

Finance Dir Pileski said that would come out of the General Fund, much like when we update the Codified Ordinances.

Chair Stewart asked what the time-line would be for this?

Dir Calvert said this is a big undertaking. This will take a year - plus. They will hold several community engagement sessions and forums over time. There will be a lot of research, will have to review codes and ordinances that govern specific sections. The City of Lorain did the same thing and it took them two years to complete. It is a lengthy process.

Mrs. Mitchell asked if the consultant that we hire will help with the language and the writing and revisions of the zoning code?

Dir Calvert said yes, and it will be a group effort. There will be a City leadership team which will include members of City Council, City staff, the Law Dept and Planning Commission, which will all be involved in the process, but it would be led by Consultants, different ones with different areas of expertise.

Mr. Oswald said this is interesting. He asked how they will chose people from the community to sit on these committees and give input and ruled by the consultants. He thinks input of people in the City will really help with the outcome.

Dir Calvert said they will put together a task team, an in-house project team that will look at all angles and will look for who really has the capacity and willingness and knowledge to serve on the core team. The feedback will be open to the entire community, we will want as much input and feedback as we can get. This plan will not negate other plans, it actually will coordinate them all together. All the master plans will be merged all together and make them more cohesive through this comprehensive plan.

Mr. Schneider said he sees a great value in this. He's was on Planning Commission for the past 6 years and he sees numerous things that should be a no-brainer and instead has to go thru the steps of a variance or waiver by the Planning Commission.

Mr. Oswald said hopefully people will show up at these community meetings and give some input. His problem is when he gets complaints, say like an issue with a pod. Mr. Farkas will say, there is nothing on the books for that. We're trying to help our citizens and we try to fix things even if it's only for one person. He agrees that this is needed and is a good thing and to get it going as quick as possible.

Chair Callahan said it will be good to get everyone involved in getting feedback.

COMMUNITY DEVELOPMENT:

Mr. Oswald moved, second by Mr. Schneider to authorize an ordinance approving the pursuit of the 'said' comprehensive updates.

MOTION CARRIED COMMITTEE REPORT WRITTEN

FINANCE:

Mr. Tollett moved, second by Mr. Schneider to authorize an ordinance approving the pursuit of the 'said' comprehensive updates.

MOTION CARRIED COMMITTEE REPORT WRITTEN

Mrs. Mitchell moved and second by Mr. Schneider to adjourn this evening's Community Development portion of the Meeting at 7:45 P.M.

MOTION CARRIED

[The evening's meetings continued with the Finance Committee Meeting].

Respectfully submitted by,

*Colleen Rosado,
Council Clerk Secretary*

CMR/