

**CITY OF MUNROE FALLS
PLANNING COMMISSION MEETING MINUTES
WEDNESDAY, OCTOBER 26, 2016**

Call to Order:

Mr. Bush called the meeting to order at 7:01 p.m.

Roll Call:

Members of Planning Commission present: Jake Bush, Joseph Halpin, Mike Hyrnick, Bob Pitz, and Jenny Markovich.

Also Present: Service Director Jim Bowery.

Approval of Minutes:

Mr. Hyrnick moved, and Mr. Pitz seconded, to approve the meeting minutes from Wednesday, September 28, 2016.

Mr. Hyrnick corrected that on page 5 in the second and fourth paragraphs, it was Mr. Hyrnick, not Mr. Halpin, who brought up the issue of a turn lane into Steeplechase.

Mrs. Markovich corrected that under Old Business on page 4, the second sentence should read as follows: "Mr. Kostoff (not Mr. Bush) also spoke with Mr. Bush (not Mr. Kostoff)..."

Mr. Hyrnick moved that the September 28, 2016 minutes be approved as corrected, seconded by Mr. Halpin.

Roll call:

Mr. Bush-yes

Mr. Halpin-yes

Mr. Hyrnick-yes

Mr. Pitz-yes

Ms. Markovich-yes

Mr. Iona-(absent)

The motion passed, and the September 28, 2016 Planning Commission Meeting minutes were approved as corrected.

Mayor's Report:

No report

Community Development Committee Report (as reported by Jenny Markovich):

- Armed Forces Banner Program: The 2016 banners are scheduled to be removed after Veterans Day, November 11, 2016, or when weather permits, by the City of Stow. Plans are underway for the 2017 season. Sponsorship forms will be available on January 9, 2017 and will be due no later than March 31, 2017. Currently both cities are considering sponsoring an essay contest for 5th through 8th graders, and the purpose of the contest is to have students write an essay explaining the reason why their family member or friend should have a banner hung in their honor. There would be one winner from each city; more information will follow.
- Last Friday, October 21, the City hosted a Business Breakfast at the Lehner Community Center, and it was very well attended.
- Safe Routes to School: Riverview Elementary and the City hosted the school's first Walk to School Day on October 5. The event was in support of the 20th Annual Walk to School Day organized by the National Safe Routes to School Program. There were approximately 200 students who participated and 30+ volunteers who helped.
- The Chamber of Commerce Economic Development Committee will be hosting a Business Breakfast on Thursday, November 3 from 7:30 to 9:00 a.m. at the Stratford Place Training Room. The topic will be Effective Practices for Dealing with Active Threats in the Workplace. The speaker will be Officer Ryan Schultz from the Stow Police Department. Reservations are required, and there is a \$5.00 fee to attend.

FOR ALL PERSONS WITH DISABILITIES:

The City of Munroe Falls is committed to ensuring that persons with disabilities can participate fully and fairly in City programs, activities, and services. If you are a person with a disability who needs a reasonable accommodation, contact the Clerk of Council 48 hours in advance to make necessary arrangements.

- The City received \$9.52 from the Textile Recycling program in August. Simple Recycling has informed the City that they have seen a 40% decrease in volume of textiles collected since our first month of collection, which was June 2015.
- The season is complete for the Farmer's Market. Last week was the final week for the season.
- Anyone interested in nominating their favorite business for Business of the Month can contact City Hall for a form, or it can be obtained on the City's website.
- On Thursday, November 3 there is a Lunch and Learn topic at the Lehner Center: Recognizing a Stroke and Heart Attack, presented by Beth Rohrer, Primary Stroke Coordinator for the Western Reserve Hospital. Contact City Hall to make a reservation.
- Information was received from Dr. Jeffrey Hartmann, the principal for Stow High School, that last night the school board agreed to be the fiscal agent for the NOPE (Narcotics Overdose Prevention & Education) Chapter of Northeastern Ohio. This is the first chapter in Ohio. They are looking for 35 to 40 people who are interested in being trained for the NOPE Program to give presentations at Summit County Schools.
- Leaf pickup is ongoing.

Items for Consideration:

None

Persons to Appear Before Commission:

None

Old Business:

Review of signage ordinance draft.

Mrs. Markovich said that she spoke with Attorney Tom Kostoff and he had not completed the draft ordinance regarding the electronic signage. He is hoping to have it completed by Friday, November 11 for Planning Commission to discuss on November 30. In addition, Mr. Kostoff mentioned that in Chapter 12 of the City Charter it mentions rules and regulations for the Planning Commission, so he asked if Planning Commission had any rules set up. Mrs. Markovich said she does not believe any specific rules are set up for the Planning Commission. The Charter says that you "shall have rules and regulations" for the Planning Commission and Board of Zoning Appeals. Mr. Kostoff is going to see what the rules are for neighboring communities.

It was decided by Planning Commission that they will discuss the subject of rules and regulations after they have finished discussing the electronic signage ordinance.


Mr. Pitz asked how long building permits are valid. Mr. Bowery said we would have to check with the Stow Building Department, but typically if no work is done in six months they can pull the permit. Mr. Bowery added that he does not know if that is a written rule though; that may be on a case-by-case basis.

New Business:

None

Adjournment:

Mr. Hyrnick made a motion to adjourn the meeting at 7:19 p.m., seconded by Mr. Halpin. A voice vote was taken and passed unanimously.



Chairman