

**PORT CLINTON CITY COUNCIL**

**PLANNING AND DEVELOPMENT COMMITTEE**

**Meeting Minutes**

**June 7, 2016**

1. CALL TO ORDER – Mr. Below called the meeting to order at 5:32 pm. Present were committee members Gabe Below (Chair), Roseann Hickman, and Joel Freedman, Auditor Cole Hatfield, Safety-Service Director Tracy Colston, Councilman Margaret Phillips, and Rick Noderer.
2. COMMUNITY REINVESTMENT AREA (CRA) DRAFT ORDINANCE
  - a. Mr. Below provided copies of and read the summary of the Ohio Community Reinvestment Area Program found on the Ohio Development Services Agency (ODSA) website. Mr. Hatfield described the status of the housing survey which he requested from Main Street Port Clinton, notifications for the Port Clinton Board of Education, and other requirements to be included in the application to the ODSA.
  - b. Mr. Below provided copies of the ordinance drafted by Law Director George Wilber that included the terms and abatements for residential and commercial projects determined by the committee in 2015 found in Section 4. Mr. Below reminded the committee that he had distributed electronic copies via email prior to the meeting.
  - c. Mr. Below discussed Section 6 which identifies the designated Housing Officer for the purposes of the CRA. Mr. Below spoke about naming the City Zoning Inspector for that position given alignment between the two positions. Mr. Hatfield indicated that he spoke with Mayor Hugh Wheeler, Safety-Service Director Tracy Colston, and Zoning Inspector Kent Johnson and they were agreeable to that. Mr. Hatfield stated that he would provide additional description of job duties to Mr. Johnson. Mrs. Hickman made a motion, seconded by Mr. Freedman, to amend the ordinance to inserting City Zoning Inspector as the Housing Officer in Section 6. The motion was approved 3-0.
  - d. Mr. Below reviewed the CRA area in Section 2, terms of abatement in Section 4, and the Community Reinvestment Area Housing Council and Tax Incentive Review Council in Section 7.
  - e. Mrs. Hickman made a motion, seconded by Mr. Below, to add the CRA ordinance to the next city council agenda and to recommend waiving the three required readings and passage at the June 14<sup>th</sup> meeting. Mr. Freedman and Mr. Noderer discussed waiving the readings. Mr. Below stated that given the years of delay in getting an ordinance on the table, plus the additional time for publishing the ordinance and reviewing the application at ODSA, working to make the CRA a reality sooner rather than later would help the community be encouraging investment. Mr. Freedman stated that he would be comfortable with a first reading then waiving the remaining readings. Mr. Noderer said that there is no pressing deadline to justify waiving the readings, and that while this topic has been before the committee for a long time it is new to the public who has a right to review it. The motion failed 0-3.
  - f. Mr. Freedman made a motion to add the ordinance to the June 14<sup>th</sup> agenda. The motion was approved 3-0.
3. DOWNTOWN PARKING REQUIREMENTS
  - a. Mr. Below provided copies of the Codified Ordinance 1145.03, Off-Street Parking, and discussed Section F, Number of Spaces Required. Mr. Below said lifting mandatory parking requirements for new-use entities could be used to promote economic development in downtown.
  - b. Mr. Below referenced the email correspondence with Chief Johnson who indicated that any changes to this section of the parking requirements be limited to the downtown area. Mr. Below said this

should include the traditional downtown area, stopping at the drawbridge and not including Lakeshore Drive properties.

- c. Mr. Freedman stated that his only past concern about lifting the parking requirements was regarding handicapped parking availability. Mr. Below indicated that this would not impact availability or on-street parking downtown.
  - d. Mr. Below stated that this action would complement the new CRA and attracting investment downtown, along with the reduced sewer tap-in fees enacted by council last year.
  - e. Mr. Freedman made a motion, seconded by Mrs. Hickman, to direct the Law Director to provide a draft ordinance exempting downtown properties from the off-street parking requirements by July 15, 2016. The motion was approved 3-0.
4. ADJOURNMENT – With no further discussion, Mrs. Hickman made a motion to adjourn, seconded by Mr. Freedman. The meeting was adjourned at 6:28 pm.

Submitted by

Gabe W. Below, Chair

June 22, 2016