

PORT CLINTON CITY COUNCIL

PLANNING AND DEVELOPMENT COMMITTEE

Meeting Minutes

May 3, 2016

1. CALL TO ORDER – Mr. Below called the meeting to order at 5:33 pm. Present were committee members Gabe Below (Chair), Roseann Hickman, and Joel Freedman, Safety-Service Director Tracy Colston, and Rick Noderer.
2. COMMUNITY REINVESTMENT AREA (CRA) DRAFT ORDINANCE – Mr. Below referenced the motion approved at the April 26th meeting. Mr. Colston indicated that Mr. Wilber was out the rest of the week. Mr. Below said he hoped to have the ordinance ready for its first reading at the second council meeting in May.
3. TARGET MARKET ANALYSIS (TMA)
 - a. Mr. Below discussed examples from Sylvania, Ohio and Coldwater, Michigan performed by Sharon Woods who was recommended to Mr. Below by Poggemeyer Design Group. Mr. Below said the Sylvania study included recommendations on square footage for all retail categories, and on relocations which seemed aggressive. Mr. Below said the Coldwater study focused on feasibility of a research and technology park within the city.
 - b. Mr. Below reviewed several questions from his notes: (1) For what is there market support in PC? (2) What is the optimal retail strategy? (3) Where do we have gaps? (4) What is PC's income profile, accessibility to travelers and affluent households in the region, and are we accessible and appealing to moderate-income local households?
 - c. Mr. Colston asked if the TMAs gave cost per square foot. Mrs. Hickman said it can vary, and that it was the challenge with downtown building owners.
 - d. Mr. Noderer asked if state funding would be available to conduct the research. Mr. Below stated that Jamie Bier-Grant at OCIC said there may be an opportunity to co-fund.
 - e. Mr. Below asked Mr. Colston what steps the city could take should it choose to pursue such a study. Mr. Colston indicated that developing a Request for Qualifications (RFQ), the Request for Proposals (RFP), then interviewing respondents would be the process. Mr. Below asked if doing so at this time would be overly burdensome, to which Mr. Colston replied no.
 - f. Mr. Hickman said she would reach out to Jamie Bier-Grant and State Representative Steve Arndt to discuss.
4. RIVERFRONT PLANNING GRANT
 - a. Mr. Colston stated that he is meeting with riverfront property owners next week with Greg Telecky of Poggemeyer next week to get a sense of what will be possible in the Riverwalk design.
 - b. Mr. Freedman asked about a possible open-container area. Mr. Below said a version was discussed and approved last year by the state for larger cities, but unfortunately Port Clinton would not be eligible. Mr. Below said the idea was that larger cities have the resources to deal with open container areas, although seasonal locations like Port Clinton that swell with visitors still have the capacity to handle larger numbers of people but are left out of this opportunity for economic development.
 - c. Mr. Below said the next conceptual drawings for the riverwalk are expected in the end of May or early June.

5. DOWNTOWN PARKING REQUIREMENTS – Mr. Below provided the handout from last year’s committee meeting with Gabe DeFreitas who reported on benefits of easing parking restrictions in the downtown core. Mr. Below asked if there were any immediate objections, and there were none. Mr. Below stated the committee would take up this topic at the next meeting.

6. ANNEXATION
 - a. Mr. Below discussed the sometimes unusual boundaries of the city limits and how the city could potential increase revenue by considering annexation of select adjacent properties where it made sense.
 - b. Mr. Below referenced Fremont Road across from the school garage, West Third Street near the cemetery, and Ottawa Drive. Mr. Below said that the city police and fire departments likely service these areas, but that residents are not contributing income tax despite living in what feels like the city but technically is not.
 - c. Mr. Noderer referenced land south of State Route 2 that is within the city limits.
 - d. Mr. Colston said he would check on West Third Street.

7. ADJOURNMENT – With no further discussion, Mr. Freedman made a motion to adjourn, seconded by Mrs. Hickman. The meeting was adjourned at 6:30pm.

Submitted by

Gabe W. Below, Chair

May 10, 2016