

City of Sheffield Lake Planning Commission
Sheffield Lake, Ohio
March 20, 2019

The regular meeting of the Planning Commission was held Wednesday, March 20, 2019. Chairman Jancura called the meeting to order at 6:35 PM.

ROLL CALL OF MEMBERS:

Present: Jancura, Wells, Pugh, Eiermann, Radeff

Absent: Wright (excused)

Attending: Councilperson Gee and Superintendent Hastings

MINUTES:

February 20, 2019 – Wells/page 1 of 4 should say Kay will only be doing agenda and minutes. She continued same page, there was a brief discussion on what was before them – should be having the revisions. She continued page 2 where you see do you mean, three sentences down, should be refurbished as a residence. Pugh/page 3 of 4, down about 15 lines and the first word is omission's, it shouldn't have an apostrophe. She continued about 2/3 of the way down, it shouldn't be Pugh – change to Wells, she must have confused our voices. *Motion by Jancura/Second by Eiermann to approve grammar and punctuation corrections. Yeas All.

CORRESPONDENCE: None.

REPORT FROM COUNCIL REPRESENTATIVE: Councilman Radeff advised I don't have anything specific, but I can update us on the one for Zoning. We did have a Zoning meeting last month and there were two variances that were being asked for. One being an area variance which was denied. It was a very large variance and the citizen wanted to build another house for his father to live in. But due to the large size and the inability to show some sort of practical difficulty the Zoning Board did deny that one. The other variance was passed and it was a house on Lake Road that was in a zone where it was considered a non-conforming use and under that, if 30% or more of the house were destroyed it had to resort to commercial and could no longer be used as a residential. So, they asked for a variance to be allowed to continue to be considered a residential in that area. That was passed because the house could not be sold, and no one would be willing to insure it knowing that if it was 100% destroyed that it would no longer be able to be rebuilt. So, Zoning went ahead and approved that variance.

REPORT FROM ZONING BOARD OF APPEALS MEMBER: None.

PRESENTATION: None.

OLD BUSINESS:

Master Plan/surveys – Superintendent Hastings was given the floor for his review. He started with Existing Municipal Facilities; it is kind of broadly recommending growth

or additions. I guess what caught my mind was the condition of existing municipal facilities is sub-par. That sets me back a little bit and I am not quite sure of that, that is a strong word. I am not quite sure what sub-par is referring to, all buildings or if you are just talking sub-par as far as the space. The space is further referenced in our Police Department which is admittedly is challenged space. But as a document, I share with county and state, officials and grant sources all over and I am just a little concerned. Chairman Jancura asked are you considering like par or above par. Female member stated make a recommendation of how you think it should be. Superintendent Hastings answered I guess I would question the Board as admittedly I have had the pleasure of talking to so many of you on this, but I don't remember who was assigned to what. I am certainly not here to offend. He continued I come to work every day with quite a bit of pride, so when I see this and then I share it to outside organizations, what is sub-par referring to? Is it referring to size which is later referenced or is it referring to condition? Chairman Jancura stated it says condition. Member Eiermann asked what buildings are we referring to, are we talking about specific buildings? Is that what you would like to know because I have the same question for you, what specific municipalities? I think you are asking here what specific municipalities are we saying are sub-par? Is that your specific question? Chairman Jancura corrected no, what buildings we are considering sub-par? Member Eiermann stated that is what I just said. Councilman Radeff advised no, you said municipalities. Member Eiermann asked are those different things? So, what buildings would we consider to be sub-par and why would they be considered sub-par is what you are asking us? Superintendent Hastings answered that certainly in part is my question. In other words, I think the old Master Plan specifically said we need an addition for the Fire Department, and I wrote a grant and we have an addition to the Fire Department. Female Member stated how about the condition of existing municipalities is adequate? Member Eiermann stated what if we get specific about it then because I think that is what you will need to get grants. You don't want to say in general, like using like the Police Department is too small in there and saying hey, this is too small. Like be specific about what you are going to write, if it is just sub-par then you can write a grant for anything but that is not probably what they want. They want specifically why do you want this specifically. That's too broad for you, kind of sounds bad? Female Member stated what buildings do you feel need work? Superintendent Hastings answered there is age behind all our buildings but as far as size, the Service Department just built a building. The Community Center just added an addition which has work on the rest of it as well, we are at \$410,000.00 over there. Member Eiermann asked who wrote this section, I am not trying to point fingers here, but I just want to know because whoever wrote this obviously felt this or like got information for this. So, if they are willing to explain then maybe or was this pre-existing already. Female member stated I think that was the original language from the last Master Plan. So, with some exception the condition of existing municipal facilities is, what word do you think would describe them? Superintendent Hastings asked a single word? Female member stated or do you

think we should eliminate that line altogether, I guess is what I am asking. Superintendent Hastings answered perhaps you could eliminate it altogether because the reality is the lack of space places a burden on some departments. Female member verified what should be written there. Member Wells stated I think that would work very well and I think that the second sentence should come first. Member Eiermann stated what do you think Mr. Hastings, do you want specific buildings listed because from what I am getting from you is that while you want to be more specific a little bit, you still want it to be broad enough to cover things. Like just saying all our municipal buildings are subpar, it is not subpar but just the fact that we are saying all these buildings could use the same thing but in general not what we want to say. That is what I think I am getting from you, but I don't know if that is what you are trying to communicate. Superintendent Hastings advised effectively you are getting that because I didn't know what the Board meant by subpar. It sounds like we grabbed some old language, I am in fact pointing out that we in fact have done substantial improvements and as we have talked this through, I think keeping it broad is beneficial. That was so I can attack any building and as you move through this document there are some specific reference, like in the Police Department. Female member asked so do you feel comfortable with the final thing reading, consideration should be given to the expansion of the existing municipal buildings in anticipation of future growth and community needs. The lack of adequate space places a burden on the efficient operation of many departments within the city. Superintendent Hastings answered I like it personally, yes. He continued page 4, so we have entered the Parks & Recreation. Again, I would tell this Board that I am a 33-year employee of the city and I have a lot of pride in the city. So, when I see that we have the potential to offer citizens in the City of Sheffield Lake the opportunities the benefits of Lake Erie. I think we have it now, but we can improve upon it. Again, to me it is a wording issue. Chairman Jancura advised lakefront parks offer the citizens. Female member added the opportunity to enjoy the benefits of Lake Erie. Chairman Jancura stated then lose has to offer. Female member stated get rid of have the potential, lakefront parks offer citizens of Sheffield Lake the opportunity to enjoy the benefits of Lake Erie. Superintendent Hastings stated the rest of that is some language from the other one, aggressive approach to grants and development within the system. I agree with that and would remind the Board that we are approaching 1 million dollars over the last 3 years in lakefront parks. With the Community Center, the restrooms at the Boat Launch, the deck and the memorial so we are doing the work. Chairman Jancura asked how much of that is grant money? Superintendent Hastings answered that is total project, so the grants would have been \$500,000.00 roughly. Female member stated in all fairness to the person who wrote this, I think they did it hoping that it would give you some leeway to write additional grants if you wanted to. She asked is there a tone to it that you think is inappropriate or would like changed? Superintendent Hastings answered I do in a few spots, but I am going to share them with you tonight unless you don't want me to? Member Eiermann asked what if, a better approach be as shown previously or has

already happened because like you said you have already got grants and it has shown that things have improved. So, would you rather see that because this is already happening, and we would just like for this to continue to happen? Superintendent Hastings stated I don't think we need to pat ourselves on the back but when I write grants, I have everybody with us on administration, I am not a one-man person. I took exception to; we have the potential as if nothing exists now but a field. You know that is my perception. Female member stated well, let's go back to that and we could take out has potential. There was a brief debate on being done. Superintendent Hastings added can continue to expand. In other words, we don't just have the potential, we have the potential to expand. I don't want to belittle all the progress that has been done from this administration or the previous one along the lake. Female member asked how you would like for that to read, can continue to expand or has the potential to continue to expand. Superintendent Hastings answered either/or truthfully. My goal this evening is to bring these out for you folks to input, this is your project. Chairman Jancura stated I think has the potential to expand. Female member stated continue to expand to give credit to the fact that we have already done some things. That way we can acknowledge that we have already done a lot. Chairman Jancura stated in the same vein in the next sentence, after the word community, I think you should add further aggressive approach to grants and development within the park system could lead the community further into an economic resurgence. Superintendent Hastings advised I would agree. He advised these improvements for example, Community Center, Shell Cove Park, the restrooms at the Boat Launch. I had NOACA here on a bus tour and as I was showing them all these improvements, I secured a ¼ million-dollar grant for the bike trail to continue from the covered bridge to the Boat Launch. So, we are achieving things, you know what I mean and maybe my perceptiveness is just a little bias when I see words that strike me. Chairman Jancura stated no, I agree with it. I mean, understand we took a lot of this based off the old document and tried to update it where we can. We honestly knew that you would have changes, you know tweak the wording to give you the tools that you need to go out and get it done. Female member stated I am going to make another suggestion because I would like to acknowledge all the grant work that has been done. In the sentence before where we put continue to expand, if we keep has the potential to expand, how about a continued aggressive approach to grants because you have already written quite a few and you have been very aggressive. I would like to acknowledge that, so a continued aggressive approach to grants and development within the park system could lead the community into further economic resurgence. Superintendent Hastings stated it really ties the two Master Plans together, I agree. I mean on my humble side, I have no interest whatsoever in being acknowledged. This is just a time stamp for me and then I will be gone and somebody else will be here but to your point, it is definitely. Superintendent Hastings continued the Sheffield Lake's Parks Master Plan, there is a lot of comment on this grand addendum be included and I think that is important because the old Master Plan had very specific things that I was able to pick out. Now they are gone, however

there is reference to some supplemental documentation. I don't know what the Board's position is on that or if that is something that you would pursue in the future, but I am just saying that we have now left the parks a little less defined than the old plan. Chairman Jancura stated we have that huge addendum that I guess you didn't get that Jonathan put together. Superintendent Hastings stated maybe that is why then, so it does exist. I have probably seen it because I have worked with him through the years when he was in that trade of playgrounds and so forth. He had shared some work he had done. I just wanted to be sure that there was some guiding language, that is all as it helps. Member Eiermann stated I think he sent it to us via email. Female member asked do we want to call that something in the Master Plan, appendix A or anything? Superintendent Hastings answered yes, it would probably be beneficial as you don't want to have multiple Master Plans. Female member stated so where it says Sheffield Lake Park's Master Plan, do you want me to put appendix A next to that and we will call it appendix A? Superintendent Hastings answered I think that would be beneficial. Female member stated we will just have to ask Jonathan to write appendix A on it and then we submit it. Jonathan will not be able to come tonight, he texted me that. Superintendent Hastings advised on page 5, the first line, a Nature Bike Trail should be developed where Day's Ditch crosses Lake Road and continues south along side and crossing the water course thereby opening the state and metro park trails. I am not quite sure that I know what that means, and it might mean the grant that I just received. Is this talking about continuing the Nature Trail because currently the covered bridge and the Nature Trail stops at Lake Road. He is saying, if he wrote this. Councilperson Gee advised he has got a video on Facebook about that. Female member asked is it anywhere in his plan that he submitted. Member Eiermann asked where is Day's Ditch at, I didn't know we had one? Superintendent Hastings answered Day's Ditch is where the covered bridge is on Lake Road. Member Eiermann asked we just call it the covered bridge for short? Superintendent Hastings answered it is called the Brookside Nature Trail as what you are walking on and Day's Ditch has been on a plat since 1898. Member Eiermann stated I didn't know that we named it. Superintendent Hastings stated I guess I am just bringing it up to the Board, if this is referencing the trail to continue because those visiting from out of the city, from the Metro Park Trails and so forth get to Lake Road and they have nowhere to go. So, we have written a grant and will have a 10-foot wide trail all the way to the Boat Launch with crossing lights and pedestrian safety. So, if that is referencing that it can be removed as I will have it built within a year. Chairman Jancura stated most likely it is referencing that. Female member stated so we will remove that. Superintendent Hastings continued I highlighted the percentages that were included from the survey which is great data from people who review grants but I had some reservation that a recreation and this is at the end, would be a valuable asset and to build one would be too expensive for the city. The number 1 rule of writing grants is not to say you can't afford it. Chairman Jancura asked do you just want to strike the to build one? Superintendent Hastings answered yes because it can happen. Chairman Jancura

read additionally, the expansion or rededication that some city assets may allow for more recreational programs. Female member stated we can eliminate that line. Superintendent Hastings stated jumping to page 7, some of these comments are necessarily in my grant but just because I am a long-time employee, I have some incite. The second paragraph in, to maintain the efficiency of the Police Department a plan for systematic replacement the Police vehicles should be established, that fact exist. Female member stated okay, so we are going to take out the last line or do you want it to say that a plan exists. Member Eiermann stated there is no point in stating it if a plan exists. Female member stated I think it says something and I think it would say something to grants people too. She continued to say that a plan exists for the systematic replacement for the Police vehicles. Superintendent Hastings stated I think there is well merit in that because as soon as you said that my mind went to transportation, that as we are building the Senior Center, I really want to get senior transportation. So, as I write a grant for that I can define and show that our master plan that the vehicles that we are buying are based on a plan, a capital improvement goal. Both female members agreed I think that is a real positive too. Member Wells stated a plan for systematic replacement of Police vehicles has been established. Superintendent Hastings stated I am going off topic about senior transportation. Chairman Jancura concurred he is talking about an entirely different something that would probably go somewhere else. Superintendent Hastings stated I am saying member Wells point to acknowledge a plan in place will further illustrate our ability to accept a transportation grant for seniors and prove that we take care of our vehicles. Member Wells asked so do you want to keep that part of the sentence, a plan for systematic replacement of Police vehicles is in place? Superintendent Hastings answered yes. Member Pugh stated I don't think he means the senior center would even be in there. Superintendent Hastings explained it would be a support documentation. Member Wells stated a plan is in place which Superintendent Hastings answered yes. He continued the 4th paragraph down, it sounds like somebody got some partial information and I am not sure the significance being in a master plan. In August 2018, the basement flooded causing damage to the equipment stored and the basement now has mold and needs repair. The full story on that is that there was a broken pipe which has been completely replaced and the building was professionally cleaned by Serv Pro and this document might be in place for 10 or 12 years. I would hate to reference this mold. Chairman Jancura advised yes, let's drop that. Member Wells stated I think long term plans to expand physical facility should be considered and end it. I came here tonight with the idea to clean this up with some better information. Superintendent Hastings continued page 8, the third paragraph down the 1996 engine was refurbished in 2018 and reaching the end of its useful life. I think we have extended its useful life; it is not reaching the end that is why we refurbished it. Chairman Jancura concurred strike that and put a period after 2018. Member Eiermann stated what if we said to extend its useful life, doing things to actively keep things running. Superintendent Hastings stated in time, certainly the Chief and his department are going to want a replacement if this is

still in place 8 or 10 years ago and my experience show it will be. Member Wells asked do we have a long-term plan for replacement? Superintendent Hastings answered in the Fire Department, yes. Member Wells stated well, then that next line needs to be edited also. She continued a long-term replacement of vehicles has been developed. Superintendent Hastings advised there is a grant pending right now for a brand-new squad. He continued on page 8 for the Service Department, where it states there are 9 employees should be changed 10 actually; there are 3 assigned to Water, 3 assigned to the Roads, 3 assigned to the Parks and Labor and 1 maintenance mechanic supporting those departments which would be a total of 10. Member Eiermann stated he takes care of it all? Superintendent Hastings stated he takes care of the entire city fleet. Member Wells confirmed employees for all departments in Service. Councilperson Gee asked isn't one of them classified for stormwater for those grants? Superintendent Hastings confirmed yes technically, 1 of the Road guys is funded through stormwater utility. I don't know that that is necessary to differentiate that for these purposes. Member Wells stated then there are 2 support people in the Utility Department for the Office Operation. Superintendent Hastings answered yes, that is accurate. He continued the next paragraph down you reference the need for a certified Building Department. Obviously, we just left SAFEbuilt and have incorporated our own and I believe they are certified. Councilperson Gee advised yes. Member Wells asked has the Service Department developed a long-term plan to obtain needed equipment? Superintendent Hastings answered yes, absolutely. Member Wells continued building code should be enforced? Chairman Jancura added and a certified Building Department should be established. Member Wells continued so that all commercial, multi-family and industrial building codes can be enforced. Is that correct? Superintendent Hastings answered yes. So, a certified Building Department enforces all commercial, multi-family and industrial building codes? Superintendent Hastings answered yes. Councilperson Gee advised he is certified. Member Wells clarified let's put has been established so that all commercial, multi-family and industrial building codes can be enforced. Superintendent Hastings continued with page 9, this isn't so critical but the main roads in the city are in relatively good condition. Two of them are in failure, the pavement ratings are terrible. The good news is and to correct the 2 million dollars in road work because we have 4 million dollars in road work scheduled for 2019 which will make all our main though fares in a good classification. Member Wells stated this is not really a master plan question though, have you been down Erie Avenues since they put in their new road? Superintendent Hastings asked in Lorain? Member Wells answered yes in Lorain. Superintendent Hastings answered yes, you are talking Lake Road, yes. Member Wells asked is there any way that we can ensure that we don't use the same people to put ours in, it is terrible? Superintendent Hastings stated it is disappointing. Member Wells stated it is worse then it was when they started. Superintendent Hastings concurred yes, it has got to be a disappointment and I don't know really the dynamics behind that. Member Eiermann stated it is just a bidding process, right? Superintendent Hastings stated yes but a city to

Member Wells point has a right to refuse any bidder. Again, I don't know the dynamics behind that, point taken though. Member Pugh asked what would you like for us to do with the roads, do you want us to leave it out or do you want us to say plans are scheduled to bring them up to code? Member Wells asked main roads are currently being addressed? Superintendent Hastings stated I would say; we are breaking ground on Harris and Abbe in June/July. So, as this document moves forward that statement will be relevant and that is why I was hesitant to bring it up. Member Eiermann asked what if we said, the main roads are being addressed and we expect them to be maintained in good condition. Right now, it is being written it is being addressed but to read for the future, we expect them to stay in good condition. Superintendent Hastings advised yes, that certainly has merit. We have 1 million dollars in grant funding for this summer for roads only. Incidentally, that 2 million should become a 4 million. Member Wells clarified do we want to say work on main roads? Member Eiermann stated I said main roads are being addressed and with maintenance should stay in relatively good condition. Superintendent Hastings advised it has merit, but I mean, I am just trying to think of two years down the line if somebody else other than us is reading this, what is the value of what we are writing. Member Wells asked do you want us to just remove it? Member Eiermann stated I only add the maintenance part because in the future, I assume you are going to have to write grants to maintain the roads. Superintendent Hastings stated yes, we are already out to 2022, we will see Lake Road getting re-addressed. Member Wells stated then we really want a statement that the city works to maintain main roads within the city, so they are in relatively good condition. That way, when they are not, we go out for additional grant money. Superintendent Hastings concurred I would agree with that as well. How about the city strives to keep the main roads in the city relatively good condition? Superintendent Hastings corrected not relatively, good condition. Member Wells clarified the city strives to maintain the main roads in good condition in the city. You have the secondary streets are in various conditions. Do you want that out of there? Superintendent Hastings answered no, that has value. He reminded the 2 million should be 4 million for 2019. Member Wells thanked Superintendent Hastings for that work. Superintendent Hastings continued page 10; storm sewers, there is a comment that the existing outfalls to Lake Erie are not adequate to drain all areas effectively. I am not quite sure if that was old language brought forward or if there were some conversations perhaps that lead to that statement. Chairman Jancura stated it might be old language, are they adequate and just drop the not? Superintendent Hastings advised they are adequate, but they need maintenance. Member Wells asked so the existing outfalls to Lake Erie need maintenance to drain all areas effectively? Superintendent Hastings advised require continued maintenance. Chairman Jancura stated at the end with a comma, require continued maintenance. Member Wells repeated for clarification, existing outfalls to Lake Erie require continued maintenance to drain all area effectively. Superintendent Hastings continued moving down in that same paragraph, \$500,000 is currently slated to the Day Ditch retention pond to improve drainage in the city. I would

like to reference the actual grant which is the Water Shed Initiative. Member Wells asked do you want the \$500,000 to remain? Superintendent Hastings answered yes because the project is 1.8 million of which I have gotten a ½ million so far. So, it is going to take time to get all that money. Superintendent Hastings stated I would like to remove Day Ditch retention pond out of there because that is the second phase. The city will benefit in that Belle, Brockley, Knickerbocker and Holl will all be cleaned out and stone channel lining and improve on the flooding there. Member Wells asked so it is to improve drainage in the city? Superintendent Hastings answered yes and pollution control and algae bloom in Lake Erie. He clarified the \$500,00 is currently slated for the Water Shed Initiative to improve drainage in the city because that is with the Village of Sheffield and the Lorain County Metro Parks which is going to take time. So, I want to keep the broad language of the Water Shed Initiative because we have a stem program with kids at school. We are doing specific plans to remove nitrogen and phosphorous to stop the pollution into Lake Erie and algae bloom that you read about. So, it is a very huge project, I just didn't want to reference the retention pond because quite frankly, that is about 3 steps away. Member Wells repeated for clarification, so \$500,000 is slated for Water Shed Initiative to improve drainage in the city? Superintendent Hastings answered yes. Member Wells asked will we have access to money that the Governor referenced stated in his state of the state for algae? Superintendent Hastings answered I believe so, 1 billion dollars and I cut it out. Member Wells stated okay, that is good. Chairman Jancura asked what about the reline of sewers in Ward 4? Superintendent Hastings answered that is accurate. It is sanitary work; it is not storm sewer. Chairman Jancura asked what about the Shumaker Ditch? Superintendent Hastings answered that requires attention. Chairman Jancura asked where is that at? Superintendent Hastings answered that is Buckeye and Maple. He explained like if you are going on Richelieu, you are going over a ditch on your way to Maple. That traverses all the way down behind those homes in between Elm Street and it is terribly overgrown. So, we were in there a little bit this winter and the goal was to go in when it was frozen solid so that I could bring heavy machinery in there and it never really happened as it was another mild winter. So, it should stay in here as I could go after money for that. Superintendent Hastings stated I am not quite sure where the concept and it is repeated a couple of times of the city buying up land and it has to do with redevelopment or maybe getting enough land for an Industrial Development or Residential Development. My mind looks at the maintenance of that land and I don't know what your conversations have been, and I highlighted it because to me I am looking at a maintenance issue as somebody who would oversee that. The city is sitting on 3 million dollars' worth of land right now and it consumes a ridiculous amount of my time. I can't imagine owning 50 parcels throughout the city but that is just my two cents. Chairman Jancura stated it is a tool if we need it but if we don't use it. Superintendent Hastings stated that is a good point. Chairman Jancura stated that was the whole point behind it. Superintendent Hastings stated that is a strategy, I get it. He continued the master plan, under single family residential, we have a conflict in our

data. So, that is saying that approximately 3980 single family houses. But earlier under population, it says we have 3487 households, that is on page 2. So, we have a contradiction in data, and I tend to believe page 2. Member Wells stated I got that from the 2010 census that I redid because we talked about that back on page 2, one of the things was that we were going to ask Mr. Hastings about was whether we should keep the 2000 census in there. We talked about updating it to 2010 and then putting the updated data would be forthcoming so that he could have some leeway to use this. Superintendent Hastings stated well; I think using 3980 then would represent every single apartment in the building. So, collectively all the houses, all the apartments might equal 3980. We can leave everything where it is. Chairman Jancura stated what he is talking is going back to the residential single-family units. Superintendent Hastings answered yes, house is a house and it misleads you. Member Wells clarified 3980 units rather than houses. Superintendent Hastings answered yes. He continued page 12 there was a reference to the certified Building Department again at the bottom. Of course, we have already determined that we are certified. Member Wells stated all building codes should be enforced. Chairman Jancura added and the certified Building Department. He also changed to "should be considered" to "are being utilized". Member Wells repeated changes all building codes should be enforced and the certified Building Department and Service Department are ensuring that all residential, commercial and multi-family and industrial building codes are being enforced. Chairman Jancura stated when it says revenue from permits and fines could partially, do they? Revenue from permits and fines, do you get that money? Member Wells read revenue from permits and fines could offset the cost of this change? What is the change? Superintendent Hastings stated I think you are implying the change is the enforcement of building code that will improve the neighborhood and in enforcing that and in charging fines and fees you would further support the program. Member Eiermann stated or you offset the cost of an Inspector or a certified Building person. Chairman Jancura stated that last sentence will read revenue from permits and fines partially offsets the cost of running these departments. Do you get to keep the money? Superintendent Hastings answered truthfully the Building Department is not one of the few things I am not engaged in in this city. So, I am not sure. Chairman Jancura stated well, the Service Department is in the same thing so do you get to keep? Superintendent Hastings answered nothing and there is no certified Service Department, there is no such thing that I am aware of. So, that should be stricken. Member Wells stated if you look at the first sentence, it is the outside appearance of residential property has a great impact on the character of any city and has serious impact on property values (master plan of Sheffield Lake 2004). Then based upon that statement, it says all building codes should be enforced and the certified Building Department and the Service Department are ensuring that all residents of commercial, multi-family and industrial building codes are enforced. Revenues from permits and fines partially offset the cost of this work. Superintendent Hastings advised they certainly contribute to the department operation. Member Eiermann asked does this go

right back to the city in a slush fund? Superintendent Hastings stated slush fund – no and never, ever use that word. These fees contribute to the operation of the department. Member Wells stated so revenue from permits and fines partially offset the cost of enforcing codes, is that what you are saying? Superintendent Hastings stated revenues from permits and fines contribute to the operation of the department. Member Wells asked is that department or departments? Superintendent Hastings answered that would be departments because it is certified Building and Service are separate. Superintendent Hastings stated I only have one more comment and it just struck me as odd being in a master plan, section 5, well it is the top there. “In an effort to maintain standards and encourage improvements the city made the following revision” and you have put in this driveway stuff. I haven’t really seen specific reference to ordinances in a master plan and not saying, that it is the right or wrong thing to do. Councilperson Gee advised we change those. Superintendent Hastings concurred and stated again I feel like this document if we do it, is not going to be looked at for a decade. These things were very controversial and went on for a year of discussion and it could change. Then we have a document here that is standing the test of time with potentially outdated information. I think your point was this is what our city Ordinance Committee does, we are moving forward and have made changes and here is an example. I am just not so sure you want a specific example. Member Wells asked so the city has made ordinance revisions or just strike it all. Superintendent Hastings answered strike it all. Also, I had a lot of reservations talking so much this evening and I hope I haven’t offended anybody. Commission thanked Mr. Hastings for coming and how helpful it was. Superintendent Hastings advised I am happy that the ending includes the \$86,000 for the Lakefront Connectivity, that is excellent to reference that. Sheffield Lake was the only city to receive money on this round of TLCI. So, we did good. Member Wells thanked Mr. Hastings again for being at the meeting tonight. Councilman Radeff stated should be like a reference of the city owning Shoreway like to plan on keeping it or getting rid of it? Superintendent Hastings answered the last part of it, which is that TLCI grant, our target of that is the Shoreway Shopping Center. So, indirectly it is already there. Member Wells stated I had 3 questions that I would like you to be part of the conversation. Do we need a paragraph about the survey? In other words, we probably don’t want to get into a lot of detail about the survey because we didn’t have a lot of response but don’t, we need a paragraph that says that we conducted, and we conducted it at this time. At least a paragraph because we have come up with all these percentages which you like, and which helps but somebody reading it is going to say what survey and when was it done and then that kind of thing. Member Eiermann stated from someone who has done research before is if I saw that and then found out the answer was like only 11% of the community answered the survey. I would be like well, this isn’t reliable or valid at all if 11% of the city answered. So, I would rather know the numbers without knowing 11% of the people cared enough to answer it. Member Wells explained that wasn’t what I was saying, I was saying we need just a simple paragraph that there was a survey and when

it was conducted and how the data was gathered. After a brief debate, Member Wells stated so the original question would that be helpful to say? Superintendent Hastings answered yes, and I understand your point and I concur with your point that nobody is going to dig into the dynamics of respondents. Public participation is paramount in grant writing. The original Master Plan included a citizen survey through the design group of Poggeymire. This Master Plan included a survey drafted as well by the Planning Commission of this city and you don't need to get into how many responded because on the first one it was 900 and this one was low but the reality is they are almost always low and 900 was a fluke. Sheffield Lake was way above expectation on the response for that one and I don't know how they pulled it off, it must have just been in the cards. Member Wells continued would there be any benefit to putting all the recommendations that are written throughout the master plan in one list or not? Member Eiermann stated like a bullet, we recommend this and that. Member Wells stated like a summary? Chairman Jancura stated I think it is that long that we need a summary. Superintendent Hastings advised I think there is merit in it being broken up like you have it. That almost requires to read it. Member Wells continued do we have all the committees in the master plan, if I am not mistaken, we only have 4 that are listed in the master plan? She advised Kay had just sent out that one of the committee's had canceled their meeting for the month which are listed in the master plan. Councilperson Gee advised those are Council committees. Superintendent Hastings advised Council breaks down for more specified work in various committees. Rosa, for example, chairs Ordinance and they talk only about ordinances that night. Member Pugh clarified for upcoming edits, where it says the purpose of the plan. I think that would be the best place to put that we did a survey, or do you want it somewhere else. Chairman Jancura answered yes, that is an appropriate place. Member Pugh asked did we send that out in March or April? Member Wells presented the Planning Commission mailed a survey and based on that information that we gathered this master plan was drafted by the Planning Commission of Sheffield Lake. Member Pugh asked do you also want to add that in opening meeting the Planning Commission examined the data and used it to write this Master Plan for Sheffield Lake. Chairman Jancura advised I will not be here at the next meeting in April, I will appoint Cathy as Acting Chair. Member Wells stated I won't be here in April either. Councilman Radeff advised I will not be at the next few meetings as I have been accepted in the Lorain County Sheriff Partnership and it is on Wednesday night and I won't be here for the next 2 meetings.

NEW BUSINESS: None.

CITIZENS' COMMENTARY: None.

MEETING ADJOURNED: With no further business before this committee, *Motion by Pugh/Second by Eiermann to adjourn at 7:58 pm.

CLERK OF COMMITTEE AFFIRMATION: This meeting of the City Committee

of the City of Sheffield Lake, Ohio was held and conducted under All Rules and Regulations Governing the Sunshine Laws of the State of Ohio as they may apply. All meetings are recorded and available in Councils Office.

CLERK OF COUNCIL/COMMITTEES

Kay Fantauzzi

ACTING CHAIRPERSON

Cathy Pugh

I, Kay Fantauzzi, duly appointed Clerk of Commission of Sheffield Lake DO HEREBY CERTIFY that this is a true and exact copy of the Minutes of Planning Commission of March 20, 2019.

COUNCIL PRESIDENT

Rick Rosso