

MINUTES  
ONTARIO PLANNING COMMISSION  
FEBRUARY 10, 2016

The Ontario Planning Commission met in regular session on February 10, 2016, at 6:00 p.m., in the Municipal Building with Mayor Hutchinson presiding. The following Commission members were present at roll call: Mayor Randy Hutchinson, Service-Safety Director Jeff Wilson, Mick Motley, Jill Knight and Susan Wiles. Also, in attendance was Law Director Andrew Medwid, K.E. McCartney Engineer Mark Rufener, and Clerk of Council Cathy VanAuker.

Zoning Inspector Dan Herrold was excused from attending the meeting.

Mayor Hutchinson presented for approval the minutes of the regular Planning Commission meeting held January 13, 2016. Mr. Motley moved to approve the minutes as presented and Mrs. Wiles seconded the motion. Five members voted Aye, zero Nay, and the motion to approve the minutes passed.

Amber Risner-Moots came before the Commission seeking final site plan approval for a conditional use/home occupation in an R-1 Single Family Residential District for massage therapy to be located at 598 N. Rock Road. Ms. Moots plans to add a turn-around in her driveway but it is not related to her business.

- Clients will enter/exit through the front door.
- There is currently a small sign on the front door.
- Due to the restrictions on signs in a residential area, Mayor Hutchinson referred Ms. Moots to the Zoning Inspector to determine if stickers were permissible on her mailbox in case it constitutes a sign. She is permitted to have her name on the mailbox.

Mr. Motley moved to approve the massage therapy conditional use/home occupation in an R-1 Single Family Residential District located at 598 N. Rock Road. Mrs. Wiles seconded the motion. At roll call, five members voted Aye, zero Nay, and the motion passed.

The next item brought before the Commission was to change the starting time of the Planning Commission meetings to accommodate business representatives required to attend so the time fits better into the workday hours.

Mrs. Wiles moved to change the starting time of the Planning Commission meetings to 5:00 p.m., beginning with the March meeting. Mrs. Knight seconded the meeting. At roll call, five members voted Aye, zero Nay, and the motion passed.

Mrs. Knight referenced the Storm Water letter sent by the Zoning Inspector stating businesses are to submit an annual detention pond management practices report.

- Mr. Rufener didn't think the reports were being done and going forward it should obtain to new business. Ohio EPA states the city must have an agreement in place with the property owner who have a water quality practice or a best management practice on their site and ensure the property owners are keeping up with their agreements.
- The Zoning Inspector will save time from making inspections if the property owner turns in a letter stating they are fulfilling their responsibility.
- Mansfield has just implemented this same procedure.

- This agreement places the reporting responsibility on the property owner instead of the Zoning Inspector.
- Property owners with less than one acre are exempt.
- A property owner has the right to discharge storm water that comes onto their site but it must be done in a manner that doesn't harm anyone downstream. If the water is not discharged properly it could become a civil matter.
- The cost is prohibitive to have an agreement drawn up so the city will work on the content of the agreement.
- This requirement has been in effect since 2003 but most communities have not been compliant. The EPA will enforce this practice and levy a fine if nothing is done.
- Discussion on this topic will continue at the next meeting.

At 6:13 p.m., with no further business to come before the Planning Commission, the meeting was adjourned upon a motion by Mr. Motley and a second by Mrs. Wiles.

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Mayor Hutchinson

Date