



City of Mentor-on-the-Lake

5860 Andrews Road, Mentor-on-the-Lake, OH 44060-2827

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www.CityMOL.org

The regular meeting of the Planning and Zoning Commission for the City of Mentor on the Lake, Ohio was called to order by Ms. Cason on January 4, 2021 at 7:00 p.m. in the Community Room of City Hall, 5860 Andrews Road.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Suzanne Cason, Chair
Rob Johnson, Council Representative
Mike Sweeney
Ralph Boomer
Adam Sheldon, Co-Chair – Online

ELECTION OF OFFICERS:

Ms. Cason, Chair
Mr. Sheldon, Co-Chair
Mr. Sweeney, Representative for Board of Zoning Appeals

Mr. Boomer – Approve
Mr. Johnson – Seconds Approval

Suzanne Cason - Aye
Rob Johnson - Aye
Mike Sweeney - Aye
Ralph Boomer – Aye
Adam Sheldon – Aye

APPROVAL OF MINUTES:

November 9, 2020

MOTION:

Mr. Sweeney – Approve
Mr. Boomer – Seconds Approval

Suzanne Cason - Aye
Rob Johnson - Aye
Mike Sweeney - Aye
Ralph Boomer – Aye
Adam Sheldon – Aye

NEW BUSINESS: The commission reviews the Planning and Zoning Rules and discusses any changes to be made.

Ms. Cason suggests removing all the pronouns which state him, his, or he and replace them with him/her, his/her, and he/she.

Mr. Johnson adds to change chairman to chairperson.

Ms. Cason asks if five working days is a sufficient amount of time for someone to present their request to be added to the Planning and Zoning Agenda. The commission decides that since everything is now electronic, the five days prior to the meeting should be sufficient.

“Section 13 Abstaining Votes” has been asked to be changed per Ms. Cason’s request and Mr. Johnson’s input. The section that reads; *shall be considered cast with the majority unless such abstaining vote is pursuant to 10.05 of the City charter, in which case it;* is to be removed. The paragraph will now read as; Abstaining votes cast at any regular or special meeting of the Planning and Zoning Commission shall be listed as such and not count as either a yea or a nay vote.

“Section 14 Requests for Hearing before the Commission” is asked to be reworded by Ms. Cason. It is to read as follows; Persons wishing to appear before Planning and Zoning will make the request to the Service Director by phone or in person at City Hall. All materials associated with the request should be supplied to the clerk at least five business days prior to the meeting to allow for inclusion and distribution. Anyone requesting a hearing should be advised that Planning Zoning will take no action on their request unless someone is present at the meeting to discuss the matter. There is no fee required for this appearance.

“Section 13 Agenda” Mr. Johnson asks that the Agenda is to also be posted on the city website.

Ms. Cason asks for a MOTION to approve the suggested changes to the Planning and Zoning Rules.

MOTION TO APPROVE: Mr. Sweeney – Approve
Mr. Sheldon – Seconds Approval

Suzanne Cason - Aye
Rob Johnson - Aye
Mike Sweeney - Aye
Ralph Boomer - Aye
Adam Sheldon – Aye

REPORTS:

Council Representative Council has reappointed the Law Director, the Prosecutor, and the City Engineer for another year. Council is in the process of cleaning up some ordinances. McMinn Park is now listed as a park in the City Ordinances. Modifications to the CRA program are being discussed to clean up the wording of the program to make it clearer of the intention of the program.

ADJOURNMENT:

7:23 p.m.

Mr. Boomer – Approve
Mr. Sweeney – Seconds Approval

Suzanne Cason - Aye
Rob Johnson- Aye
Mike Sweeney - Aye
Ralph Boomer – Aye
Adam Sheldon – Aye

APPROVED 1 FEB 2021 _____  _____
Date Chairman

ATTEST  _____
Planning and Zoning Clerk