



**Ravenna City Council  
Planning Committee Meeting Minutes  
October 17, 2022**

**The public meeting was held in person in City Council Chambers.**

Council present: Council President Andrew Kluge, Amy Michael, Rob Kairis, Paul Moskun, Cheryl Wood, Tim Calfee, Christina West, and Matt Harper.

Also attending the meeting: Mayor Frank Seman; Finance Director, Brian Huff; Service Director, Kay Dubinsky; City Engineer, Bob Finney; Council Clerk, Chelsea Gregor, Arasin Hughes, Larry Silenius, Cliff Soudil, John McFarland and Diane Smith

**Planning Committee Meeting was called to order at 6:28 P.M. by Chairperson, Rob Kairis**

**The first item was roof slope change.**

Mr. Finney explained that the item addresses non-attached accessory structures with 3/12 pitch roof. He said that there have been 4 or 5 residents who have requested variances this year and the BZA has asked to change the roof code to include the provision of a 3/12 roof slope. Mr. Finney stated that the accessory structures are prefabricated, and the roof slope is related to the structural integrity of the building.

**The second item was a zoning map change.**

Mr. Finney stated that a business that is setting up a medical marijuana dispensary has purchased the lot to the north of the provisional center and would like to remove the house to create a parking lot. He explained that the lot would have to be rezoned from R-4 Residential to I-1 Industrial, which is the same as the provisional building. Mr. Finney said that a zoning map change must occur, and the ordinance must be read three times with a public hearing being held.

- The item was moved forward

**The third item was a Request for Qualifications (RFQ) update for a Design Review Consultant.**

Mr. Kairis stated that the deadline for RFQ's is tomorrow at 11:00 am and that they will be reviewed and scored. He said that the Design Review Commission (DRC) will be meeting on November 10<sup>th</sup> where there will be a selection of consultants that will be presented to Council. Mr. Kairis stated that funds have not been allocated for a consultant yet, but that it will not exceed \$30,000.

Mr. Soudil expressed his concern that the DRC is infringing on people's property rights. Mr. Silenius stated that the DRC would like to interface with potential candidates.

- The item was for discussion only

**Management Update**

Mayor Seman stated that Shawn Gordon from University Hospital (UH) has inquired about possible funding towards an ambulance.

Ms. Michael mentioned that Ms. Gordon has offered a tour of UH facilities for Council members.

Mayor Seman stated that the Portage County Historical Society has received a large grant to renovate the Carter house which will be phase two towards completing the house. He said that the cemetery chapel would cost less than the grant that the historical society received and he would like to find out how the grant was given.

Ms. Michael thanked the Mayor for appointing Carmen Laudato to the Planning Commission.

**There being no further business for discussion, the meeting adjourned at 6:45 P.M.**

**ATTEST:**

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**Clerk of Council**

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**Rob Kairis, Chairperson  
Planning Committee**