

**Planning and Zoning Commission Minutes**

**May 30, 2024  
3:00 PM**

Chairman Dean Franchuk called the meeting of the Stark County Planning and Zoning Commission to order. Chairman Dean Franchuk, Brock White, Paul Clarys, Kurt Froelich, Byron Richard, and Michael LeMay, Suzi Sobolik were present, and Sue Larsen was absent, and John Odermann attended via phone. Also present were County Planner Steve Josephson, State's Attorney Amanda Engelstad, and Nicole Roberts from the Auditor's office.

**Ratify Agenda:** Dean Franchuk asked for approval of the agenda. Paul Clarys moved to approve the agenda. Kurt Froelich seconded. All voted Aye and motion carried.

**Agenda Item 1:** Suzi Sobolik moved to approve the minutes from May 2, 2024. Paul Clarys seconded. All voted Aye and motion carried.

**Agenda Item 2:** Chairman Franchuk opened the public hearing for MSP 05-24- Tyler and Megan Neuberger. The request is for a minor subdivision plat of the Buffalo Heights Second Subdivision legally described as Lot 2, Block 1 and Lot 3, Block 1 of the Buffalo Heights Subdivision on property located in Government 1 of Section 5, Township 139 North, Range 94 West containing approximately 6.53 acres.

Chairman Franchuk asked anyone to speak either for or against the minor subdivision plat of the Buffalo Heights Second Subdivision.

Chairman Franchuk closed the public hearing.

Brock White moved to recommend to the Stark County Board of Commissioners the approval of the minor subdivision plat of the Buffalo Heights Second Subdivision following staff recommendation for Tyler and Megan Neuberger.

Paul Clarys seconded. Roll call: Commissioners: Brock White - aye, Paul Clarys –aye, Kurt Froelich - aye, Byron Richard - aye, Michael LeMay – aye, Suzi Sobolik- aye, John Odermann – aye, and Chairman Franchuk-aye. Motion carried.

**STAFF RECOMMENDATION:** Based upon the application submitted on May 7, 2024, and the revised material received on May 20, 2024, staff finds the proposed subdivision plat is consistent with the Stark County Zoning Ordinance.

Planner Items: There will need to be an amendment to both the floodplain management and floodplain overlay district sections of the Stark County Zoning Ordinance. The amendments are necessary as Stark County's FEMA Flood Insurance Rate Map will be revised effective August 28, 2024. Planner Josephson is looking for approval to schedule this for a public hearing on June 27, 2024.

Byron Richard moved the Stark County Planning and Zoning Commission to hold a public hearing amending the floodplain management and floodplain overlay district sections in the Stark County Ordinance on June 27, 2024.

Paul Clarys seconded: Roll call, all vote aye, motion carried.

Scott Harmstead of SRF Consulting Group gave a presentation on the draft Comprehensive Plan update. Mr. Harmstead discussed how the Planning and Zoning Commission can use the updated Comprehensive Plan to make recommendations.

Planner Josephson is looking for a motion to hold the Comprehensive Plan's public hearing on June 27, 2024.

Paul Clarys moved to recommend to the Stark County Board of Commissioners to hold a public hearing on the comprehensive plan on June 27, 2024, at the regularly scheduled planning and zoning meeting.

Brock White seconded: Roll call, all vote aye, motion carried.

Chairman Franchuk thanked Suzi Sobolik for her 4 years of service on the Planning and Zoning Commission.

Suzi Sobolik moved to adjourn. All voted Aye and the motion carried.