

**City of Sheffield Lake Planning Commission**  
**Sheffield Lake, Ohio**  
**July 17, 2024**

This regular meeting of the Planning Commission was held Wednesday, July 17, 2024. Chairwoman Pugh called the meeting to order at 6:32 PM.

**ROLL CALL OF MEMBERS:**

Present: Pugh, Springborn, Tata, Burns, Mayor Radeff, Law Director Graves, Council Representative DeBottis.

Excused: Tollett

Attending: Service Director Hastings

**MINUTES:** June 12, 2024 – \*Motion by Tata/Second by Springborn to approve the minutes with any noted corrections. Yeas All.

**CORRESPONDENCE:** None.

**REPORT FROM COUNCIL REPRESENTATIVE DEBOTTIS:** Representative DeBottis reports there are two pieces of legislation pending; #028 which is to enter into an agreement with Encompass Marketing and also an ordinance amending table 1107-03, section 1107-04, table 111-1 and section 111-01 of the codified ordinances of the City of Sheffield Lake regarding short-term rentals. Representative DeBottis reads definition of short-term rentals.

**REPORT FROM ZONING BOARD OF APPEALS MEMBER SPRINGBORN:** Member Springborn has no report.

**PRESENTATION:** None.

**OLD BUSINESS: Master Plan-** Chairwoman Pugh says I have a question about #18, the questions all had the percentage of people that answered, but this one did not. Mayor Radeff replies when the numbers came in online, it gave a total number. I can tell you which was the highest, but it wasn't telling me percentage. Chairwoman Pugh says I wondered about that, because when I looked at the other questions, there was a lot of support for fire and police. Mayor Radeff says additional police officers and firefighters were the top two. This section is really important in I wanted to get a feel, because both police and fire asked for more guys. The numbers in each dept. really haven't increased since the 80's. It came to head this year with the firefighters because of an insurance ranking. If a safety levy is in the future, it would be specifically for numbers. Member Burns asks when you have time, like we want to do something in three to five years, etc. reading this thing, I'm not understanding. I see all the recommendations, which I don't have a problem with. Is there a plan on when to do

this? I don't understand the concept of master plan. Mayor Radeff responds typically you are supposed to review it every ten years and basically, it's a list of things you want to see done. The last master plan was setup similarly. The point is to say in the next ten years, these are the things we wanna focus on. These are the areas that we feel there are needs. In ten years, we sit down and say ok, where are we at with this plan. Were we able to achieve 50, 60% of it. How we were able to do it? What kind of things can we do better, etc.? It's for a 10 year period, but when it comes down to when will you have each one done, that's tough. It really comes down to funding, etc. This year the focus for grant money through the state was on transitional projects, that's why we went after the rec center as opposed to a splash pad. Member Burns asks is there any priorities? Are we gonna start on parks, fire, etc.? Mayor Radeff replies my job is to make sure that we are bringing attention to every area. The point is to make sure we are making progress in all these areas. Between parks, there are priorities for specific parks, there might be priorities for the police, that's why I sent it to each dept. so they could tell me what's important to them. Chairwoman Pugh says this is a document for City Council. City Council when they make their plans and decisions over the course of the next ten years, they should be looking at this document. This is something the public wants. We have a grant writer that will look at grants that come up. There may be one for the police dept. and then the board will decide if that's something to go after and it should be based on the master plan. This is what guides them. Service Director Hastings states it's a guiding document. It's used very strongly in pursuing funds who want to see the shareholder input. As far as time, most public improvements from conception to completion are every bit of three years in time. I'm very proud we finished the last one, but the separation between them was a little long. Chairwoman Pugh asks can I clarify the last master plan? I think what's out on the web is the master plan as of 2022. That's the one that we worked on just as I joined the Planning Commission. I wanna make sure we are all talking about the same thing. Law Director Graves replies the last one was in 2003. Mayor Radeff says 2008. Law Director Graves says the official master plan, the last time the city formally adopted a master plan was 2003. Through the years there have been efforts to revise and create a new master plan. Those efforts have gone only so far and at some point were broken down. Chairwoman Pugh says I love that we are looking for opportunities for young people, but in Sheffield the kids go to a joint school. I like the idea of the water and basketball court, etc. If we do a rec center and I go to Brookside or one of the elementary schools in our district, etc. many of my friends might be from Sheffield Village. Then do I want to come to the rec center without them? Law Director Graves responds I think 82% of the students come from Sheffield Lake. \*Motion by Pugh/Second by Springborn to accept the Master Plan as written. ROLL CALL: Springborn, Tata, Burns, Pugh. Yeas All.

**NEW BUSINESS:** None.

**CITIZENS' COMMENTARY:**

**MEETING ADJOURNED:** With no further business before this committee, \*Motion by Burns/Second by Springborn to adjourn at 6:50pm. Yeas All.

**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.

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**CLERK OF COUNCIL/COMMITTEES**

*Brandy Randolph*

I, Brandy Randolph, 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 July 17, 2024.

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**CHAIRPERSON**

*Cathy Pugh*

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**COUNCIL PRESIDENT**

*Rick Rosso*