

**NORTH RIDGEVILLE CITY COUNCIL
BUILDING AND LANDS COMMITTEE MEETING MINUTES
CITY COUNCIL CHAMBERS – 6:00 P.M.
MONDAY, AUGUST 19, 2024**

To Order and Pledge of Allegiance:

Chairman Clifford Winkel called the Building and Lands Committee meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

Roll Call:

Members present: Chairman Clifford Winkel, Councilman Bruce Abens, and Councilwoman Holly Swenk.

Others Present: Councilman Jason Jacobs, Councilman Eric Shaffer, Councilwoman Georgia Awig, Planning and Development Director Kim Lieber, Law Director Brian Moriarity, and Deputy Clerk of Council Tina Wieber.

Action on Minutes:

Chairman Winkel asked if there were any corrections to the minutes dated March 4, 2024. No discussion was offered. The minutes stand approved as submitted.

Discussion regarding 2024-13:

2024-78 An Ordinance amending Chapter 830 Home Occupations of the North Ridgeville Business Regulation and Taxation Code.
(Introduced by Mayor Corcoran; First Reading on 08-05-2024)

Chair Winkel stated that the purpose of the meeting is to discuss 2024-78, a specific legislative matter. He asked the Planning and Development Director Kim Lieber to explain Ordinance Number 2024-76 and included the memo from Mrs. Lieber as part of the official record.

Here are some highlights of the proposed changes:

- Add to the expressly prohibited uses those types of uses not compatible with residential neighborhoods.
- Reinforce that home occupation should not change the residential character of the dwelling.
- Reinforce that home occupations are to be contained in the dwelling. Home occupations are not to be conducted in accessory buildings.
- Specifically state that home occupations may not involve outdoor storage of materials, goods, supplies, or equipment.
- Provide limits on hours of the day when traffic may be generated by home occupations.
- Change permit fee to application fee so funds are collected at the time of application to cover cost of administrative review.
- Allow CBO to place conditions of permit approval to guard against adverse impacts unique to a particular home occupation.
- Update the penalty language to avoid conflict with state law.

Planning and Development Director Kim Lieber presented a summary covering the following points:

- The Home Occupation update is part of the zoning and business regulations update.
- Received many complaints about businesses operating out of residential areas.
- The billing department and law department are working together to assist in getting Property Owners to become compliant.
- The City has always required residents to apply for a home occupation permit.

- A broad education campaign is needed for occupation permits.

Chair Winkel brought up the point that certain regulations were no longer permitted, including tow truck services, animal care and boarding facilities, contractors, storage yards, machine shops, industrial uses, and the use of toxic, flammable, combustible, and harmful chemicals in residential areas. The legislation also grants the Chief Building Official the authority to impose conditions in order to address any potential concerns that were previously not allowed. Chair Winkel also mentioned that there were no provisions for permit renewals and clarified that the permits were not transferable.

Chair Winkel asked if any members of the Committee had any questions.

Councilwoman Swenk understood that the \$50 application fee for the administrative review process was non-refundable. She then asked if any businesses currently have a permit.

Mrs. Lieber remarked that there are businesses that do not have home occupation permits. The plan is to engage in an education campaign in a newsletter and social media. The goal is to encourage voluntary compliance.

Councilman Shaffer inquired if the legislation would apply to internet-based home businesses.

Mrs. Lieber confirmed that the code does cover such businesses, with the City requesting information on their operations to ensure there is no impact on the neighborhood.

Chair Winkel added that the legislation does restrict vehicles from street parking. He believed it could address the Amazon trucks issue.

Councilman Abens inquired about whether there would be any grandfathering provisions in the legislation.

Mrs. Lieber clarified that while they can track when a property has been rezoned or changed to a specific district, she does not believe that grandfathering would apply to home occupations.

Councilman Shaffer raised a question about whether a church operating out of a house would fall under the scope of the legislation.

Mrs. Lieber explained that a church would have to go through the Planning Commission process, and the City would have to verify if it is a business.

No other discussion from the administration.

Moved by Swenk and seconded by Abens to send Ordinance Number 2024-78 back to City Council for consideration as submitted.

A voice vote was taken, and the motion carried.

Yes – 3 No – 0

Adjournment:

The meeting was adjourned at 6:19 p.m.

Date Approved: August 18, 2025



Fijabi Gallam, MMC
Assistant Clerk of Council