

**City of Salem  
Planning and Zoning Committee  
July 22, 2004  
Regular Meeting**

**Present:** Laura Yokochi, Committee Chairperson  
Robert Florian, Committee Member  
Phyllis Freedman, Committee Member  
Tim Jamison, Committee Member  
Stephanie Swiger, Committee Member  
Jackie Ritter, Committee Recorder

**Absent:** Ken Yost, City Manager/Committee Member

The City of Salem Planning and Zoning Committee met on Thursday July 22, 2004 for a regular meeting. Chairperson Yokochi called the meeting to order at 7:00 P.M.

**1. Review of April 15, 2004 Regular Meeting Minutes:**

The minutes for the April 15, 2004 regular committee meeting were reviewed. A correction was noted on page 1. Committee Member Freedman made a motion to approve the minutes with the noted correction. Committee Member Florian seconded the motion. Carried 4/0/1 with Committee Member Swiger abstaining.

**2. First Impressions Final Meeting:**

Chairperson Yokochi provided review of final phase of the First Impressions Program. This involved a joint meeting with the representatives from Woodsfield, Ohio. The comments were reviewed. Some of the representatives thought Salem would look better.

**3. Comprehensive Plan:**

The outline of a comprehensive plan was reviewed. It was noted that the public comments should be included in the plan. There was discussion of obtaining assistance from other city committees; however, many committees are in need of new members. Committee Member Florian will complete a draft of the historical government section as well as the educational and medical aspects. Committee Member Freedman will address the correctional aspect and Committee Member Swiger will draft the recreational section.

**4. City Council Update UDAG, Parking:**

There was discussion of the use of the UDAG money for the paving of the small street beside the Tobacco Shop. Committee Chairperson reported that the city

only has any implied right of way, however it is unsure if maintenance can be done without ownership of the property. The issue may need presented for attorney opinion. Councilwoman Leda plans to research the UDAG fund at the City Office to better determine the allowed uses of the money and will report to the committee. Committee Member Freedman will contact the National Archives Agency to try to obtain information on this grant money. Parking issues were discussed and it was reported the City continues to lease the lots between the City Hall building and the former Mario's restaurant. The owners of the property have not placed it for sale.

**5. Date for Change of Land Use Hearing:**

There was discussion of the up coming change of land use hearing to be conducted by the Planning and Zoning Committee. Committee members will visit the area and have photos taken by an independent person to be available at City Hall. The property owners have two pieces of property that is divided by a 30-foot alley owned by the city. The owners were not aware of the alley even after completion of a record survey and constructed a garage apartment partially on this alley. The alley is overgrown and is not use for any city purpose. The city currently uses a right of way over their property at another location to access a water tank. The City Attorney recommended a change of land use transaction to allow the transfer of the two properties and this requires a public hearing. The Planning and Zoning Committee is responsible for conducting this type of hearing. Committee Member Florian made a motion to have the public hearing on Tuesday September 21, 2004 at 7:00 P.M. at City Hall with the City Manager to place the required newspaper legal notice. Committee Member Jamison seconded the motion. Carried 5/0. A regular meeting will follow the public hearing. There will be no regular meeting in August.

**6. SIU Report:**

Committee Member Freedman provided update on the status of Salem International University. They are currently in an accreditation process, which is required self-study and if accredited will require on-going evaluation and oversight by an independent entity on a regular basis. Recruitment has been going well for on-campus students as well as on-line education. More information is available at their web site. The Equestrian Center is still operational and functioning.

**7. Other Business:**

None

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**8. Member Assignments:**

Assignments were noted in Item 3.

**9. Next Meeting Date:**

September 21, 2004 at 7:00 P.M. at City Hall, no August meeting.

\*\*Committee Member Freedman made a motion to adjourn. Committee Member Swiger seconded the motion. Carried 5/0.

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Committee Chairperson

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Committee Recorder