



**MINUTES OF THE ORRVILLE PLANNING COMMISSION MEETING**  
**Held October 19, 2023**

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MEMBERS PRESENT: Ned Hostetler, Mayor Handwerk, Beth Landers, Bob Snyder, Jim Davis, Norm Hibinger, Steve Wheeler  
STAFF PRESENT: Kristin Endsley, Abbie Wilson, April Aspiras  
OTHERS PRESENT: Paul Magee – Lettergraphics, Richard Sargeant – Home Occupation Renewal, Maria Lopez – Home Occupation Applicant

1. The commission approved the September 21, 2023, Planning Commission minutes as distributed.
2. PC-23-00025: The commission reviewed a request from Paul Magee of Lettergraphics to install a 70.6 SF electric message center sign at 400 W. Market Street. Handwerk moved and Davis seconded to **APPROVE** the sign. All remaining ayes. Motion carried.
3. PC-23-00024: The commission reviewed a request from the Orrville VFW to install an 8 x 14' shed on their property at 430 W. Market Street. Hibinger moved and Davis seconded to **APPROVE** the shed. All ayes. Motion carried.
4. HOC-23-00027: The commission reviewed a home occupation renewal for Richard Sargeant to sell/make leather products out of his home at 816 N. Vine Street. Hostetler moved and Wheeler seconded to **APPROVE a 5 YEAR** renewal. All ayes. Motion carried.
5. HOC-23-00022: PUBLIC HEARING – The commission reviewed a home occupation request submitted by Maria Lopez to operate a sewing business out of her home at 220 N. Ella Street. Wheeler moved and Hostetler seconded to **APPROVE** the home occupation business for **12 MONTHS**. All ayes. Motion carried.

Meeting adjourned. Our next meeting is scheduled for November 16th, at 3:00 pm.

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Chairman

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Secretary