

Brunswick Hills Township Board of Zoning Appeals Regular Meeting Minutes, August 8, 2018

Brunswick Hills Township Board of Zoning Appeals - Regular Meeting Minutes August 8, 2018*

**Note: Meeting date changed from August 1, 2018 to August 8, 2018 by order of Trustee Michael Esber, Chair John Bitto and Vice Chair Chris Schigel.*

Call meeting to Order: Chair Bitto called the Brunswick Hills Township Board of Zoning Appeals Regular Meeting to order at 7:05 p.m.

A Roll Call of the Board was Executed

- **Board Members in Attendance:** Jessica Murphy, Kimberley Hall, Cliff Kersten, Chris Schigel (Vice Chair), John Bitto (Chair)
- **Alternate Board Members in Attendance:** Daryl Lucien , Bob Murphy
- **Others in Attendance:** Evelyn Czyz, Zoning Inspector

Chair Bitto stated we have a full board; the Brunswick Hills Township Board of Zoning Appeals acts within the regulations of Sec. 519 of the Ohio Revised Code.

Approval of the July 11, 2018 Minutes

No edits or changes to the minutes. **Motion:** Ms. Hall made a motion to approve the July 11, 2018 minutes as written. Ms. Murphy seconds the motion. **Roll Call:** Mr. Kersten-yes; Mr. Schigel-yes; Ms. Hall-yes; Ms. Murphy-yes; Mr. Bitto-yes.

New Business:

1. **Sign Decision letter for Withers Design Group, Congregate Housing for the Elderly for 880 Pearl Road; Parcel PP#001-02A-21-008 and PP#001-001-02A-009**

Vice Chair Schigel noted that on the agenda, it lists Congregate Housing for the Elderly for 880 Pearl Road; Parcel PP#001-02A-21-008 and PP#001-001-02A-009. He said the address of 866 Pearl Road for the second parcel was not on the “agenda” but it is listed in the decision letter. Ms. Hall also noted that both addresses and parcels are listed on the decision letter. No edits or changes to the decision letter. **Motion:** Mr. Schigel made a motion to accept the decision letter as written by Madam Secretary. Ms. Murphy seconds the motion. **Roll Call:** Mr. Kersten-yes; Ms. Murphy-yes; Mr. Schigel-yes; Mr. Bitto-yes; Ms. Hall-yes. Motion carries to accept the decision letter.

Additional Business:

1. **No Business Requests for BZA September:** Secretary Milanko and Ms. Czyz confirmed that there were no application requests submitted for next month’s BZA agenda.
2. **Cancel September BZA Meeting:** Mr. Kersten made a motion to suspend next month’s meeting (September). Ms. Hall seconds the motion. **Roll Call:** All in favor to cancel the September meeting.
3. **Training Opportunities:** Vice Chair Schigel asked the Secretary to notify board members if any training opportunities come up.

Announcement of Next Meeting Date: Wednesday, October 3, 2018 @ 7 pm

Public Comment: None

Adjourn Meeting

Mr. Kersten made a motion to adjourn the meeting. Mr. Schigel seconds the motion. **Roll Call:** All in favor to adjourn. Meeting officially adjourned at 7:11 p.m.

Respectfully Submitted,

Mary Jean Milanko, Zoning Secretary

John Bitto, Chair

Date