

**Brunswick Hills Township
Zoning Commission Regular Meeting
October 4, 2018**

REGULAR MEETING Chair Jenkins called the Zoning Commission Regular Meeting to order at 8:30 pm after the public hearing. A roll call of the board was executed.

- **Board Members in Attendance:** Sandra Jenkins (Chair); Al Fulkerson; Barb Porter; Linda Kijek
- **Alternate Board Members in Attendance:** Trica Murphy; Ed Kelly
- **Others in Attendance:** Trustee Michael Esber, Zoning Liaison; Evelyn Czyz, Zoning Inspector; Mary Jean Milanko, Zoning Secretary
- **Members Not in Attendance:** Matthew Mickas, Vice Chair (Excused Absence)

Trica Murphy was seated to represent a full board.

Approval of the Minutes

1. Approval of the September 6, 2018 Public Hearing Minutes

Edits: Mrs. Murphy noted page 6, #11. Raymond Pick testimony where it says (? word inaudible) Mrs. Murphy said she believed Ms. Czyz used the word “frontage of the value”. Ms. Czyz stated it should be “front foot value”. Mrs. Porter referenced page 7 under #16 Candice Lenart testimony: “they did want they wanted to do” should be “they did what they wanted to do”. Mrs. Murphy noted a sentence to correct in the application request overview: (with the exception of PP #001-02D-10-001 on Laurel Road adjacent to I-71 which is already R-1, containing approximately 213 acres) and stated the apostrophe punctuation mark should end after R-1: (with the exception of PP #001-02D-10-001 on Laurel Road adjacent to I-71 which is already R-1), containing approximately 213 acres. **Motion:** Chair Jenkins made a motion to approve the September 6, 2018 Public Hearing meeting minutes. Mr. Fulkerson seconds the motion. **Roll Call:** Mrs. Porter-yes; Mrs. Kijek-yes; Mrs. Murphy-yes; Mr. Fulkerson-abstain; Mrs. Jenkins-yes. Minutes approved.

2. Approval of the September 6, 2018 Regular Meeting Minutes

No edits. **Motion:** Mrs. Kijek made a motion to approve the September 6, 2018 Regular Meeting minutes. Chair Jenkins seconds the motion. **Roll Call:** Mr. Fulkerson-abstain; Mrs. Porter-yes; Mrs. Murphy-yes; Mrs. Kijek-yes; Mrs. Jenkins-yes. Minutes approved.

Continued Business:

1. Review of the Brunswick Hills Township Zoning Resolution

A. Sec 303-10E. Conditionally Permitted Uses In Intermediate Regional Flood Plains

- a. → Also under review in relation to Flood Plains: **Sec. 303-11 Riparian Setbacks**

Mrs. Czyz stated Sec. 303-10E. is governed by the County Engineer’s Office. Chair Jenkins stated yes, but Andy Conrad wanted us to change something in the wording. Mrs. Czyz stated if Andy Conrad is suggesting different wording and he can provide the verbiage then that is what we have to go on. Mrs. Czyz stated the riparian areas are also dictated by the County.

B. Sec 703 Continuation of Existing Uses Conditionally Permissible Under This Resolution

No additional discussion.

C. Sec. 902-2.E. Submission of Applications

Mrs. Czyz stated any applications that come in from now on must have a notarized signature of the owner. She said and if it is not the property owner and the owner says its ok, the owner’s signature also has to be notarized.

Mrs. Czyz referred the board to page 107, **Sec. 902-2.E. Submission of Applications**

- E. Upon receipt of an application which requires submittal of a site development plan in conformance with Subsection C above, the Zoning Inspector shall refer the application to the

Zoning Commission for review and approval as set forth in Section 904-3. The Zoning Inspector shall issue a Zoning Certificate within ten (10) days after approval of a site development plan by the Zoning Commission.

Mrs. Czyz stated when a site development plan is submitted to her, she sits down with the applicant and reviews to see if there is anything missing. She stated she also reviews Concept Plans and in those meetings with her are the Planning Commission, the Engineer's office and the Tax Map office. Ms. Czyz stated all of those quirks are sorted out before the Zoning Commission even gets it so that you will have a clean plan. She said so when you get it, the setbacks are correct, the lots are numbered, etc. She said they may put their retention basins somewhere on the plan and at the last minute, the Engineer's office could say it's not going to go there; or they may say you cannot build on this lot because it has too many wetlands. She said all that goes to me so I can give you a clean sheet. Mrs. Czyz stated she also attends the Concept Plan meetings because that is part of her job. Mrs. Czyz concluded and said this section (902-2 E.) really does need to be modified.

D. Sec. 904-3 Referral to Zoning Commission

Mrs. Czyz stated this section also needs to be modified.

E. ORC: Agriculture/Equine/ Equestrian Activities

- Open Space Conservation District; Sec. 401-2, B#2; pg.32
- RR; Sec. 402-2, B#1; pg. 34
- R-1; Sec. 403-2, B#3; pg. 37
- R-2; Sec. 404-2, B#3; pg. 39
- R-3; Sec. 405-2, B#5; pg.41
- Specific Standards for Conditional Uses; 804-17, pg. 104

No additional discussion.

2. **Agritourism** – Mrs. Jenkins reminded the board about the Agritourism session in Montville Township on October 18, 2018.

Additional Business:

1. Mrs. Czyz stated there were no application requests submitted for the Zoning Commission or the BZA for the November meetings.
2. Trustee Esber stated he spoke to Brian Richter, Medina County Prosecutor's Office, who said the board may want to consider putting something in our Zoning Resolution that says if a full board member is not present at a public hearing, (and did not hear the testimony and evidence), and the hearing is continued - that the board could use their discretion and call on the alternate member who attended the first hearing to sit if the full board member did not think he/she was prepared to sit. Trustee Esber said that might be something you want to review at your Organizational Meeting.
3. Secretary Milanko stated we received brochures for the annual **APA Planning Conference** on Friday, November 2, 2018. She distributed the brochures. Secretary Milanko asked Trustee Esber if the Trustees can review the training opportunity for approval of zoning board members at their next Trustee meeting.

Public Input: None

Announcement of Next Meeting Date: Thursday, November 1, 2018

Motion to Adjourn: Chair Jenkins made a motion to adjourn the September 6, 2018 regular meeting. Mrs. Kijek seconds. **Roll Call:** All in favor to adjourn. Meeting officially adjourned at 8:56 p.m.

Respectfully Submitted,

Mary Jean Milanko, Zoning Secretary

Sandra Jenkins, Chair

Date