

**Brunswick Hills Township
Board of Zoning Appeals
Regular Meeting – July 3, 2019**

Call Meeting to Order

Chair Schigel called the Brunswick Hills Township Board of Zoning Appeals meeting to order at 7:00 p.m.

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

Chair Schigel stated a quorum is present and this meeting is being tapped for the record. The Brunswick Hills Township Board of Zoning Appeals acts within the regulations of Sec. 519 of the Ohio Revised Code.

APPROVAL OF MINUTES

Approval of the June 5, 2019 Meeting Minutes

Motion: Ms. Murphy made a motion to approve the minutes. Mr. Bitto seconds. **Roll Call**: Mr. Kersten-yes; Mr. Bitto-yes; Ms. Murphy-yes; Ms. Hall-yes; Mr. Schigel-yes. Motion carries to approve minutes.

NEW BUSINESS: BZA Decision Letters

Discussion on Decision Letters:

Ms. Hall referenced the decision letters and said on one of these the total height is specified but not on the others, and asked if that matters. Secretary Milanko stated she quotes what the actual motion was in the letters. Ms. Hall stated the letter says to a maximum of 18 feet. She said that should say “not to exceed 18 feet”. Mr. Bitto said they didn’t know how high it would be, but they were sure it would be under it, so we put the restriction in that it could not be over the 18 feet. Ms. Hall said if it says not to exceed, you could go anywhere up to that. Mr. Bitto said correct. Mr. Bitto said that was one that was hard to say no to because he’s living next door to a guy who has the same exact thing. Ms. Hall agreed it wouldn’t have made a difference in the vote at all. Ms. Hall stated in the future if it can’t go higher, then we should specify “not to exceed specified height”. End of discussion.

Sign Decision Letters for Applicants

1. **Paula and Ernest LaManna**, 4681 Forest Grove Drive, Brunswick, OH 44212

Motion: Chair Schigel made a motion to accept the letter as submitted by the Secretary. Ms. Hall seconds. **Roll Call**: Mr. Bitto-yes; Ms. Murphy-yes; Mr. Kersten-yes; Ms. Hall-yes; Mr. Schigel-yes.

2. **Cathy Collier**, 575 Substation Road, Brunswick, OH 44212

Motion: Chair Schigel made a motion to accept the letter. Ms. Murphy seconds. **Roll Call**: Ms. Hall-yes; Mr. Kersten-yes; Ms. Murphy-yes; Mr. Bitto-yes; Mr. Schigel-yes.

3. **Robert and Gail Larrow**, 4660 Boston Road, Strongsville, OH 44149 [for 4640 Boston]

Motion: Chair Schigel made a motion to approve the decision letter. Mr. Bitto seconds. **Roll Call**: Mr. Kersten-yes; Mr. Bitto-yes; Ms. Murphy-yes; Ms. Hall-yes; Mr. Schigel-yes.

4. **Paul and Maggie Klein**, (property Owner) 7355 Greenleaf Avenue, Parma, OH 44130 [for 2290 Catherine’s Overlook]

Motion: Mr. Bitto made a motion to accept the letter as submitted. Ms. Hall seconds the motion. **Roll Call**: Ms. Murphy-yes; Mr. Bitto-yes; Mr. Kersten-yes; Ms. Hall-yes; Mr. Schigel-yes.

5. **Joel and Tina Zarlenga**, (proposed buyers) 6475 W. Smith Road, Medina, OH 44256 [for 2290 Catherine's Overlook]

Motion: Mr. Bitto made a motion to accept the letter as submitted. Ms. Hall seconds the motion. **Roll Call:** Ms. Murphy-yes; Mr. Bitto-yes; Mr. Kersten-yes; Ms. Hall-yes; Mr. Schigel-yes.

ADDITIONAL BUSINESS:

1. No Business Items for the August Meeting

Secretary Milanko stated there are no business requests for the August 7th BZA meeting.

Motion to Cancel the August 7, 2019 BZA meeting. Ms. Hall made a motion to cancel the August 7, 2019 Meeting. Mr. Schigel seconds. **Roll Call:** All in favor to cancel.

2. Training Opportunity: Announcement of BZA Mock Trial Training, Thursday, July 25 at 6:30 p.m., Montville Township Administrative Building, 6665 Wadsworth Road, Medina, OH 44256

Secretary Milanko stated Trustee John Witthuhn would like to submit approval to attend the training session to the Trustees for board members interested in attending. All Board members expressed interest in attending.

3. Date When BZA Decision Official

Chair Schigel stated there was a question at our last meeting about when the BZA decision is official and when the 30-day rule starts. He said per the Prosecutor's Office it states: *As for an appeal to be fair, the better practice is 30 days from receipt of the decision letter since you send it out Certified Mail.* Chair Schigel said so it is 30 days from when they get the decision letter. Secretary Milanko confirmed that decision letters are sent Certified Mail.

4. Term Limits for BZA Board Members

Secretary Milanko noted term limits for board members: 2019 is the term limit for Mr. Bitto; 2020 is Ms. Murphy; 2021 is Ms. Hall; Mr. Schigel is 2022 and Mr. Kersten is 2023.

PUBLIC COMMENT: None

ANNOUNCEMENT OF NEXT MEETING DATE: Wednesday, August 7, 2019 (cancelled)
Wednesday, September 4, 2019 @ 7 p.m.

MOTION TO ADJOURN

Motion: Ms. Hall made a motion to adjourn. Mr. Schigel seconds. **Roll Call:** All in favor.

Meeting officially adjourned at 7:16 p.m.

Respectfully Submitted,
Mary Jean Milanko, Zoning Secretary

Chris Schigel, BZA Chair

Date