

**Brunswick Hills Township  
Zoning Commission Regular Meeting Minutes  
November 4, 2021**

**Call Meeting to Order**

Chair Wetterman called the Brunswick Hills Township Zoning Commission November 4, 2021 regular meeting to order after the public hearing at 7:21 p.m.

A roll call of the board was executed.

- **Board Members in Attendance:** Patti Wetterman (Chair); Trica Murphy; Sy Mougrabi, Ed Kelly
- **Alternate Board Members in Attendance:** Barb Porter, Dean Collura
- **Board Members Not in Attendance:** Robert Norton (Excused Absence)
- **Others in Attendance:** Trustee Christina Kusnerak, Zoning Liaison; Evelyn Czyz, Zoning Inspector; Wes Humphrey, Assistant Zoning Inspector; Mary Jean Milanko, Zoning Secretary

Mr. Collura was seated to represent a full board in Mr. Norton's absence.

**OLD / CONTINUED BUSINESS:**

**1. Sec. 411 Conservation Development Overlay in RR Rural Residential Districts**

Mrs. Wetterman said at our last meeting we were discussing how we would like to use conservation areas as noted in Resolution Sections 411-1 through 411-4. She said we talked about the maximum density of a project impacted by floodways, wetlands, or other bodies of water in key environmental spaces. Mrs. Wetterman stated Mrs. Czyz also brought up that she would like to see more useable open space regulations rather than just having things natural. Mrs. Wetterman asked for board feedback on what was discussed at the last meeting.

**Board Discussion:** Mr. Humphrey said we talked about the useable space for recreational areas and referenced page 69, Sec. 411-4 (B.) 6. Open Space: *Any restricted open space to be devoted to recreational activities shall be free of environmental constraints and be of usable size and shape for the intended purpose. Not more than five percent (5%) of the total project area shall be designated or established for such uses. The purposes for which open spaces are proposed shall be documented by the applicant and depicted on the development plan.*

Mr. Humphrey said we also discussed that the purpose of conservation development is to keep everything in its natural state; 40% of the project must be open space. He said of the 40%, you can use 5% and if you wanted to utilize more open space, you could change that percentage without changing any of the other language, i.e., increase the 5% to 10%. That would be the simplest way to do it if the board wanted to make changes. He noted again that purpose of conservation development is to leave it in its natural state.

Mr. Humphrey said this section also discusses minimum lot sizes and he didn't know if the board was thinking about changing densities. Conservation Development is only in the R-R Rural District, so your density is two (2) acre lots. If the board wants to make changes to that they would have to re-write that whole section on what they want to do.

Mr. Mougrabi asked why this board should be making a change and said shouldn't we be doing some kind of report analysis that says this is what we suggest? Why does this board need to make this decision? Mr. Humphrey said the board looks at what the intent of zoning regulations are and then you take your land use plan and see how you want your rural areas. He said the board can consider changes to increase recreational areas, etc. Mr. Humphrey said a lot of these conservation areas have HOA's that don't keep up on this and they cut into the open space area by putting gardens in, etc. He said even in the open conservation areas that you can't do anything with, they patrol those and have to tell people to stop when they encroach those areas.

Mr. Humphrey said they want it in its natural state and it reduces the wear and tear on your service vehicles. Mr. Humphrey said the question was brought up as to whether we want more useable open space.

Mr. Mougrabi asked again how this board could make that determination without any kind of analysis that suggests we need to increase or decrease? Mr. Humphrey said the board could look at plans of the conservation developments and noted that some of them could be different because some had C-1, R-1, and R-R in them. He said Autumnwood was all R-1. Mr. Mougrabi said in Autumnwood, for example, if they start taking down those playgrounds and taking away whatever the rumor is, don't they have to come to the zoning boards to make these decisions? Mr. Humphrey said he didn't think so if they are going to remove it and leave it as cut grass. Mr. Mougrabi said, but they put those in per their plan approved by the zoning board, correct? Mr. Humphrey said correct. Mr. Mougrabi said that was part of the requirement so if they are going to take that out, they need to come back to us for approval to remove those.

Mrs. Czyz said they would not come back to the Zoning Commission; they would have to take that back to the Board of Trustees. This is a question I have been asking and the Prosecutor's Office and they have not gotten back to me on this. Mrs. Czyz agreed with Mr. Mougrabi and said that is how the plan was approved. The final plot was approved that they would have "tot lots" sporadically placed in the Autumnwood open space and if they plan to remove them, can they remove them from the areas where they were designated or can they move them to other areas? She said this is the first situation like this that has come across and in Autumnwood the reason why they want to remove them is that the older kids were not letting the little tots play there.

Mr. Mougrabi stated again he did not understand why the Zoning Commission would be making these approvals to change percentages from 40% to 60%, etc. Mrs. Czyz stated that is what this board is for - to look into the zoning regulations. Mr. Mougrabi said but how can we make that decision? Mrs. Czyz said the Zoning Commission is not making the decision, you are making recommendations to the Trustees. Mr. Mougrabi said we need data to make the recommendation and this data is all old. Mr. Humphrey said some of it is, but you can go online to do research and look at other zoning resolutions in surrounding communities like Valley City, Hinckley, Medina Township, etc. Mrs. Czyz stated some of these questions may be answered when we start updating the Comprehensive Land Use Plan and we send questionnaires to the residents for their responses.

Mrs. Wetterman said that is the next part of our meeting agenda to discuss the Comprehensive Plan updates and that is part of the Zoning Commission's job. Mr. Humphrey said you may want to hold off on the conservation development discussions until you do the comprehensive plan because you would see more data. Mr. Humphrey said the firm that will work with us will have that data from all over the state. He said it may not all apply to us, but they will have data. Mrs. Wetterman said these were good questions by Mr. Mougrabi and we will keep them in mind when we start working on the comprehensive plan.

## **2. Review of the Comprehensive Land Use Plan for Updates**

Mrs. Wetterman asked Trustee Kusnerak if the Trustees gave approval to start working on the Comprehensive Plan. Trustee Kusnerak confirmed the Trustees gave approval to move forward. Mrs. Wetterman asked how to proceed in writing invitations to form a citizens advisory committee? Trustee Kusnerak stated it would have to be advertised and noted sources such as the public notice section of the local paper (Gazette), B.A.T. TV, the township website and word of mouth is helpful. Mrs. Wetterman said the Brunswick Post has a place where you can announce social things and that might be good because it is a well-written newspaper.

Mr. Collura said depending on the response, or lack thereof, it might be worth sending some letters out to get a mix representation of the township because you will want some rural and higher density to get that mix. He said you will have to reach people and I'm afraid on just a volunteer basis, you are not going to see a very good response. He said even if people want change, I think it will take an effort to get a group together to begin working on it. Mrs. Czyz agreed with Mr. Collura and suggested also using the two signs of the Fire Department on Pearl Road and Substation/Grafton roads as they see a lot of traffic.

Mrs. Wetterman said we will have to get together to start composing a letter and asked the board to bring suggestions to the next meeting. Trustee Kusnerak said the question is, who are we sending the letter to? Mrs. Czyz asked if we want to do a survey. Mrs. Wetterman said the survey comes later. Trustee Kusnerak said we will need to do a survey, but we have to ask people to be on the advisory committee first. Mrs. Czyz suggested contacting the Homeowner’s Associations in the township to help get the word out and announce at their meetings with residents.

Mrs. Wetterman provided a little background on how the Comprehensive Land Use Plan is done and said there is a steering committee that is formed. Then we have a professional organization come in to help us with this because there is a lot of tabulation of data from questionnaires and surveys. Then the steering committee and citizen group meets and starts writing up the plan. She said it involves looking at the plan and the maps, so it is a complicated process. Mr. Humphrey referenced the Comprehensive Land Use Plan under Acknowledgements and said this board is the steering committee (ZC). Then you have your comprehensive plan committee, which can be cross-members, and you form your advisory boards and then you can start working on your surveys. Mr. Humphrey said then you have to consider your outside professional services and asked if that will be the Planning Commission or an outside company. Trustee Kusnerak stated that will be a decision made by the Trustees. Mr. Humphrey said the process will be a little easier this time because you already have good questions and surveys in the book, so you can add or remove things.

Mr. Collura said he missed the last meeting and asked if there was discussion or questions for the surveys presented at the last meeting? Mrs. Wetterman said she received a few questions from board members and asked board members to submit their survey questions and topics to her for future discussion. Mr. Humphrey said that the committee you get together is going to have a lot of questions. Trustee Kusnerak stated we want opinions from a lot of people as to what makes the most sense for our community.

**ADDITIONAL BUSINESS:** None

**PUBLIC COMMENT:** None

**ANNOUNCEMENT OF NEXT MEETING DATE:** Thursday, December 2, 2021 @ 7 p.m.

**MOTION TO ADJOURN**

**Motion:** Mr. Mougrabi moved to adjourn. Mr. Kelly seconds. **Roll Call:** All in favor. Meeting officially adjourned at 7:48 p.m.

Respectfully Submitted,

Mary Jean Milanko, Zoning Secretary

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Patricia Wetterman, Chair

Date