

**Brunswick Hills Township Board of Zoning Appeals
Regular Meeting Minutes
Township Hall
November 2, 2022**

Call Meeting to Order

Chairman, Cliff Kersten called the Brunswick Hills Township Board of Zoning Appeals regular meeting for November 2, 2022 to order at 7:00 p.m. A roll call of the board was executed.

- **Board Members in Attendance:** Chris Schigel; Ron Wetterman; Ann Barron; Gregg Timura; Cliff Kersten
- **Alternate Board Members in Attendance:** Mark Jeffers
- **Board Members Not in Attendance:**
- **Others in Attendance:** Trustee Trica Murphy, Zoning Liaison
- Zoning Secretary Linda Kuenzer was on vacation

Mr. Kersten stated we have a quorum and no cases tonight.

Approval of the October 12, 2022 Minutes

Upon no corrections or edits, the Chair called for a motion to approve the minutes.

Motion: Mr. Wetterman moved to accept the minutes as submitted. Mr. Schigel seconds the motion. **Roll Call:** Mr. Wetterman-yes; Ms. Barron-yes; Mr. Timura-yes; Mr. Schigel-Abstain; Mr. Kersten-yes.

NEW BUSINESS – Acceptance of Decision Letter for 4744 Sleepy Hollow Road Administrative Appeal

1. Decision Letter for Lynette Jeffers 4744 Sleepy Hollow Road Administrative Appeal.

Upon no corrections, the Chair called for a motion to accept the decision letter as submitted.

Motion to Accept the Decision Letter

Motion: Mr. Wetterman moved to accept the decision letter as submitted. Mr. Timura seconds. **Roll Call:** Mr. Timura-yes; Mr. Wetterman-yes; Ms. Barron-yes; Mr. Schigel-Abstain; Mr. Kersten-yes.

ADDITIONAL BUSINESS

Mr. Kersten informed the board that no application requests were submitted for the BZA for the December meeting.

OLD BUSINESS

MOTION TO CANCEL THE WEDNESDAY, December 7, 2022 BZA MEETING

Motion: Mr. Schigel moved to cancel the December 7, 2022 BZA meeting. Mr. Timura seconds the motion. **Roll Call:** Mr. Schigel-yes; Mr. Timura-yes; Mr. Wetterman-yes; Ms. Barron-yes; Mr. Kersten-yes.

PUBLIC COMMENT

ANNOUNCEMENT OF NEXT MEETING DATE: Wednesday, January 4, 2023 (Tentative)

ADDITIONAL DISCUSSION

If Trustees do not have organizational meeting before the January 4th, the meeting for the 4th will be canceled.

Mr. Kersten stated that the January 4, 2023 meeting will be the organizational meeting. The Chairman of the organizational meeting will be the Secretary. They will have their elections, then adjourn and the new chairman will take over for the following year and any new cases.

If the trustees do not have their organizational meeting before January 4th, 2023, the Board of Zoning Appeals meeting will be held on January 11, 2023.

Mr. Jeffers asked if he would receive a copy of the decision letter. Mr. Kersten and Trustee Murphy said yes. He would be receiving one certified mail and one regular mail. They should be mailed out by Friday.

MOTION TO ADJOURN

Motion: Mr. Schigel moved to adjourn the meeting. Mr. Wetterman seconds. **Roll Call:** All in favor to adjourn. Meeting officially adjourned at 7:09 p.m.

Respectfully Submitted,
Linda Kuenzer, Zoning Secretary

Chris Schigel, Chair

Date 1/4/23 approved