

**Brunswick Hills Township  
Zoning Commission Special Meeting Minutes  
December 13, 2023**

**Call Meeting to Order**

Chair Wetterman called the Brunswick Hills Township Zoning Commission December 13, 2023 Special meeting to order at 7:00 p.m.

A roll call of the board was executed.

**Board Members in Attendance:** Mr. Kelly, Ms. Brunn, Mr. DeCastr, M. Berndsen, Mrs. Wetterman (quorum)

- **Alternate Board Members member** Mr. Berndsen sitting as board member
- **Board Members Absent:** Mr. McFarland (excused absence)
- **Others in Attendance:** Trustee Trica Murphy, Evelyn Czyz, Zoning Inspector, Wes Humphrey, Assistant Zoning Inspector, Fire Chief, Anthony Strazzo, and Fire Prevention Officer, Matt Payne
- Linda Kuenzer, Zoning Secretary

Mr. Berndsen led the Pledge of Allegiance and moment of silence for our troops and first responders.

**APPROVAL OF THE MINUTES**

**Approval of the ZC November 2, 2023 Public Hearing Meeting Minutes**

Mrs. Wetterman asked if there were any additions or corrections to the minutes. Being none, Mrs. Wetterman asked for a motion to approve the minutes.

**Motion:** Mr. DeCastr moved to accept the minutes as written of the Zoning Commission Public Hearing Meeting, November 2, 2023. Mr. Kelly seconds the motion. **Roll Call:** Ms. Brunn-yes; Mr. Kelly-yes; Mr. DeCastr-yes; Mrs. Wetterman-yes; Mr. Berndsen-abstain.

**NEW BUSINESS:**

1. **GPD Development, LLC authorize Larsen Architects to represent Shawn Payne, property owner, McDonald’s Center Road, Brunswick, Ohio PP#001-02C-01-012, Zoning PMUO**  
Amendment PMUO – formal site plan review continuance.

Mrs. Wetterman called the representative/s for GPD Development to present the case for PP#001-02C-01-012, McDonalds on Center Road. Amendment to the PMUO-formal site plan review.

Mr. Ptacek, principal owner of Larsen Architect and Mr. Bumbarger stepped up to speak for GPD Development. Mr. Bumbarger thanked the board for organizing the special meeting. He had the list of information that the board requested and asked if they felt anything was missing and how the board would like to go over it.

Mr. DeCastr asked if they could briefly explain the shrinking of the site and the decell lane by ODOT. Mr. Bumbarger stated that the shrinking of the site was done by Drug Mart. ODOT was working on where the decell lane will go, and what you see is the initial draft.

Mr. DeCastr asked if the lanes were on both sides of the road or just the one side. Mr. Ptacek stated that ODOT requested three (3) lanes for the whole road but wanted McDonalds to have it on their site plan. ODOT has other plans for the road in the future.

Mrs. Wetterman asked the board if they had any questions, none noted.

Mrs. Wetterman thanked Mr. Ptacek and Mr. Bumbarger for the information the board had requested.

Mr. DeCastra thanked Mr. Ptacek and Mr. Bumbarger for the landscape plan.

Chief Strazzo asked about the fire hydrant that they discussed. A hydrant was supposed to be placed near the entrance, in the south grassy curve area. Mr. Bumbarger stated that McDonald's agreed to it, however he did not put it on the plan. He will correct that. And they agree to putting it in.

Mrs. Wetterman asked if there had been any other news from ODOT? Mr. Bumbarger stated the adding of the other lane to the site was mandatory by ODOT.

Mr. Kelly asked about the retention basin discharge that he questioned at the last meeting. Mr. Bumbarger stated that it will be a discharge basin, controlled outlet and the location was dictated by Medina County Engineers. Controlled discharge will go into the existing storm sewers and that will only occur if the basin reaches a threshold amount. Mr. Kelly asked if the basin was going to be fenced in? Mr. Ptacek stated that the standing water would be held less than 48 hours and it would be a timed release, the basin is considered a dry basin.

Mr. Payne asked if they could bench/step down on the basin. It's a 3:1 threshold now. They will try to add a bench as well. Mr. Payne also confirmed the change from mulch to river rock.

Mrs. Wetterman asked if there were any other questions or comments. Hearing none, she stated they have enough information to ask for a motion for a recommendation to the trustees.

**Motion:** Mr. DeCastra made a motion to send a recommendation to the Brunswick Hills Trustees to request the approval of the development plan for McDonalds. Ms. Brunn seconds. **Roll Call:** Mr. Kelly – yes; Mr. Berndsen-yes; Ms. Brunn-yes; Mr. DeCastra – yes; Mrs. Wetterman – yes

**PUBLIC COMMENT - None**

**ANNOUNCEMENT OF NEXT MEETING: Thursday, January 4, 2024 @ 7 p.m. Organizational and regular meeting right after.**

**OLD/CONTINUED BUSINESS: Continue until January 2024 meeting**

Mr. Humphrey stated that under new business, the board should discuss Air Bnb's. He was going to have a conversation with Attorney Brian Richter. Maybe it's a definition or time limit/rental length or something. We have no length in our Zoning Resolution.

The other piece of new business will be Hoffman site plan review which you will get the packet tonight.

Mrs. Murphy asked if the board members had a copy of the Site Plan Requirement Checklist. This document was taken from the Zoning Resolution Section 904 and is a good tool to use when reviewing site plans. Mrs. Kuenzer stated that all members received a copy of the document at their seat tonight.

Mrs. Murphy also discussed the Comprehensive Land Use Plan. The trustees have hired a planner to assist with updating the plan. Mrs. Murphy is looking for volunteers. It would be a one-year commitment, with one (1) meeting a month (unless there is no meeting due to surveys, etc.). Volunteers would be asked to review our present Comprehensive Plan, recommend updates, and make suggestions as to what the township may need, with a start date of early next year. If anyone is interested, please let Mrs. Murphy know.

Mrs. Wetterman thanked everyone for attending the special meeting, and wished everyone a happy holiday.

**MOTION TO ADJOURN**

Mrs. Wetterman asked for a motion to adjourn.

**Motion:** Mr. DeCastra made a motion to adjourn. Ms. Brunn seconds. **Roll Call:** Mr. Kelly-yes; Mr. Berndsen-yes; Mr. DeCastra-yes; Ms. Brunn-yes; Mrs. Wetterman-yes. Meeting adjourned at 7:31 p.m.

Respectfully Submitted,  
Linda Kuenzer, Zoning Secretary

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Patricia Wetterman, Chair

Date (Approved 1/4/2024)