

**Brunswick Hills Township  
Zoning Commission Organizational Meeting Minutes  
January 9, 2025**

**Call Meeting to Order**

Chair Wetterman called the Brunswick Hills Township Zoning Commission January 9, 2025 organizational meeting to order at 7:00 p.m.

A roll call of the board was executed.

- **Board Members in Attendance:** Ms. Brunn, Mr. Kelly, Mr. DeCastra, Mr. McFarland, Mrs. Wetterman
- **Alternate Board Members as voting members:**
- **Board Members Absent:**
- **Others in Attendance:** Trustee Mr. Nixon, Mr. Smerek, Alternate member, Mr. Witt, Alternate Member, Dalith Beck, Zoning Secretary

Mrs. Wetterman asked everyone to stand for the Pledge of Allegiance and held a moment of silence for our troops, first responders and the people affected by the fires in California.

**SWEARING IN OF BOARD MEMBERS:**

Trustee, Mr. Nixon swore in Mr. Witt and Mr. Smerek as alternative members of the Zoning Commission, and Mrs. Wetterman as full time Zoning Commission board member.

Mrs. Wetterman turned the meeting over to secretary, Ms. Beck.

**NOMINATIONS:**

Secretary, Ms. Beck shared that we will take nominations for Chair person for 2025. Mr. McFarland nominated Mr. DeCastra as chair person for 2025, Mrs. Wetterman seconds. Ms. Beck asked if anyone else would like to nominate Mr. DeCastra, Ms. Brunn stated she would like to nominate Mr. DeCastra as well. Mr. Kelly agreed.

Ms. Beck asked Mr. DeCastra if he accepts the nomination as the Chair person for 2025. Mr. DeCastra accepted.

**Roll Call:** Mr. McFarland- yes, Mrs. Wetterman- yes, Mr. Kelly- yes, Ms. Brunn-yes, Mr. DeCastra- yes.

Ms. Beck moved forward to accepting nominations for Vice Chair for 2025. Mr. DeCastra moved forward with nominating Mrs. Wetterman as Vice Chair for 2025. Ms. Brunn seconds.

Ms. Beck asked if there are any other nominations. Being none, Ms. Beck asked Mrs. Wetterman if she would like to accept the nomination as Vice Chair for 2025. Mrs. Wetterman accepted.

**Roll Call:** Mr. Kelly- yes, Ms. Brunn- yes, Mr. DeCastra- yes, Mr. McFarland- yes, Mrs. Wetterman-yes.

Ms. Beck stated that Mr. DeCastra will lead the rest of the meeting as our new Chair person.

Mr. DeCastra moved to the Review and Adopting of the Zoning Commission ByLaws. He stated they have not changed since 2022, and asked if anyone has any suggestions to make.

Mrs. Wetterman suggested we add before number two, the Pledge of Allegiance and holding a moment of silence for our military and first responders. Everyone was in agreeance. Ms. Beck stated she will make that update.

**Roll Call:** Ms. Brunn- yes, Mr. Kelly- yes, Mrs. Wetterman-yes, Mr. DeCastra- yes, Mr. McFarland- yes. No other suggestions were made.

**Motion:** Mr. DeCastra motions to accept the Brunswick Hills Township Zoning Commission ByLaws with the one addition of placing The Pledge of Allegiance as item number II under Article VII: Order of the Regular Meeting. Ms. Wetterman seconds the motion.

**Roll Call:** Mr. Kelly- yes, Ms. Brunn- yes, Mr. McFarland- yes, Mr. DeCastra- yes, Mrs. Wetterman-yes.

Mr. DeCastra stated he will look for a motion to Re-Adopt the Brunswick Hills Township Comprehensive Land Use Plan of August 2025.

**Motion:** Mrs. Wetterman made a motion to readopt the the Brunswick Hills Township Comprehensive Land Use Plan. Mr. McFarland seconds.

**Roll Call:** Mr. DeCastra- yes, Mr. Kelly- yes, Ms. Brunn, Mr. McFarland, Mrs. Wetterman- yes.

Mr. DeCastra stated that we can take a look at the 2025 Zoning Commision regular meeting for any changes needed. Mr. DeCastra stated that we may want to consider changing the date of the July 3<sup>rd</sup>, 2025 meeting. Everyone agreed to change that meeting date to July 10<sup>th</sup>, 2025.

**Motion:** Ms. Brunn motioned to move the July 3<sup>rd</sup>, 2025 meeting to July 10<sup>th</sup>, 2025. Ms. Wetterman seconds.

**Roll Call:** Mr. Kelly- yes, Mr. McFarland- yes, Mr. DeCastra- yes, Mrs. Wetterman- yes, Ms. Brunn-yes.

Ms. Beck stated she will update the sheet that was handed out.

Mr. DeCastra stated he would like everyone to review on the Zoning Commission Bylaws on page 3, Article X11, Submission Deadline for Zoning Commission which stated that the deadline is the first Wednesday of the month by Noon to the Zoning Inspector to be placed on the followings month's agenda. Mr. DeCastra will accept a motion to keep it the way it is or change it.

**Motion:** Mrs. Wetterman motioned to accept the first Wednesday of the month by Noon as the deadline to the Zoning Inspector to be placed on the followings month's agenda. Ms. Brunn seconds.

**Roll Call:** Mr. McFarland- yes, Mr. DeCastra- yes, Mr. Kelly- yes, Ms. Brunn- yes, Mrs. Wetterman-yes.

Mr. McFarland stated he has a comment on item number six. On the Zoning Commission bylaws it says to review dates and dates but on the schedule for 2025 we only have dates. Mr. McFarland suggested adding the times to the meeting on the schedule handed out. Ms. Beck agreed to update it with times, they will all be at 7pm and it will get added to the sheet.

**MOTION TO ADJOURN:**

Mr. DeCastra stated he will accept a motion to adjourn the Organization Meeting of January 9<sup>th</sup>, 2025. Ms. Brunn motioned to adjourn. Mr. McFarland seconds. All in favor eye- unanimously

Meeting adjourned 7:13pm.

Respectfully Submitted,  
Dalith Beck, Zoning Secretary

Thomas DeCastr, Chair

Date