

**Brunswick Hills Township Board of Zoning Appeals
Public Hearing Meeting Minutes
Township Hall
November 5, 2025**

Call Meeting to Order

Chairman, Chris Schigel called the Brunswick Hills Township Board of Zoning Appeals Public Hearing meeting for November 5, 2025 to order at 7:00 p.m. A roll call of the board was executed.

Board Members in Attendance: Ann Barron, Chris Schigel, Gregg Timura, Ron Wetterman

Board Members Absent:

Alternate Board Members in Attendance:

Others in Attendance: Ryan Nixon, Trustee, Daryl Lucien, Zoning Inspector, Dalith Beck, Zoning Secretary

Chair Schigel stated that a quorum is present. The meeting has been properly advertised and is being taped for the record. Before any vote, a yes, simple majority vote with a quorum is in favor of the applicant. A tie vote of four will deny the applicant's request. The Brunswick Hills Township Board of Zoning Appeals acts within the regulations of Sec. 519 of the Ohio Revised Code.

APPROVAL OF MINUTES

1. October 8, 2025 Regular Meeting Minutes

Mr. Schigel stated that we have the minutes to approve for the October 8, 2025 public hearing meeting.

There were no corrections or revisions by the board.

Motion: Mr. Wetterman moved to approve the minutes as written for the October 8, 2025 organizational meeting. Mr. Timura seconds.

Roll Call: Ms. Barron- yes, Mr. Schigel- yes, Mr. Timura- yes, Mr. Wetterman- yes.

NEW BUSINESS: None

OLD BUSINESS:

Guidelines on Timelines for Approved Variances:

The Board continued discussion from the prior meeting regarding potential timeline guidelines for approved variances.

Mr. Lucien discussed that his research into Ohio Revised Code revealed no specific statutory timelines for variance utilization. Many townships and municipalities establish performance timelines, commonly requiring a project to begin within a defined period (e.g: 6 months or 1 year).

The Board discussed the importance of having clear, written guidelines to ensure fairness, consistency, and enforceability. Concerns were raised about equity and avoiding case by case decisions that could appear inconsistent. Suggestions included: Establishing standard timelines based on project type (residential vs. commercial) Allowing applicants to request extensions under defined circumstances, limiting the number of allowable extensions. It was emphasized that timelines should be: Discussed openly with applicants at the time of approval, clearly documented in meeting minutes and approval letters, treated as an agreement between the Board and the applicant. The Board discussed scenarios

where variances are granted but projects never commence, creating long term enforcement and administrative challenges. Consideration was given to whether applicants should demonstrate readiness to proceed, particularly for larger or commercial projects. Members agreed that having language that would help prevent speculative or stalled projects. The Board agreed to: Conduct additional research into how nearby townships (e.g., Medina, Lafayette, Hinckley) address variance timelines. The board will revisit this during the January meeting. The board discussed potentially putting a draft of the proposed language for future consideration and referral to the Trustees.

ADDITIONAL BUSINESS: No new cases for the December meeting. The board decided to cancel the December meeting.

Signing of the decision letter for The Caves at Bluebell/Fox Village LLC (Roger Nair)

Motion: Mr. Wetterman made a motion to approve and sign the decision letter for The Caves at Bluebell/Fox Village LLC (Roger Nair) as written. Mr. Schigel seconds.

Roll Call: Ms. Barron- yes, Mr. Timura- yes, Mr. Wetterman- yes, Mr. Schigel- yes.

PUBLIC COMMENT: None

ANNOUNCEMENT OF NEXT MEETING DATE: Organization meeting followed by a regular meeting on Wednesday, January 7, 2026 at 7pm

MOTION TO ADJOURN

Mr. Timura made a motion to adjourn. Mr. Wetterman second the motion.

Roll Call- Mr. Schigel- yes, Ms. Barron- yes, Mr. Wetterman- yes, Mr. Timura- yes.

Meeting officially adjourned at 7:21 pm

Respectfully Submitted,
Dalith Beck, Zoning Secretary

Chair

Date