

**Brunswick Hills Township
Zoning Commission Public Hearing Minutes
July 9, 2026**

Call Meeting to Order

Mr. Witt called the Brunswick Hills Township Zoning Commission Public Hearing on July 9, 2026 to order at 6:45 PM for the purpose of reviewing the proposed amendment to the Zoning Resolution regarding the variance period of validity.

A roll call of the board was executed.

- **Board Members in Attendance:** Mr. Witt, Mrs. Wetterman, Mr. McFarland, Mr. Kalina, Ms. Brunn
- **Alternate Board Members as Voting Members:**
- **Board Members Absent:** None
- **Others in Attendance:** Mr. Smerek, Alternate board member, Mr. Humphrey, Assistant Zoning Inspector; Ms. Beck, Secretary

Mr. Witt asked everyone to stand for the Pledge of Allegiance.

PURPOSE OF PUBLIC HEARING

Mr. Witt noted that there is no new business on the agenda for this meeting. The purpose of the public hearing is to continue discussion of the proposed text amendment to the Township Zoning Resolution, specifically the addition of a period of validity for variances under Section 1005-3 – Issuance. Mr. Witt provided background on the proposed amendment, noting that the Zoning Commission has worked through the language over the course of several prior meetings. He stated that the intent of the amendment is to establish a clear timeframe within which a variance must be acted upon, providing structure for applicants, the zoning inspector, contractors, and the public. He noted that while other approaches exist, adding explicit language to the resolution improves transparency and public understanding.

Mr. Witt noted that the proposed language is currently before the Medina County Planning Commission for review, and that a Planning Commission recommendation had not yet been received at the time of this public hearing.

PROPOSED AMENDMENT — Summary of Language

The proposed amendment adds a period of validity to Zoning Resolution Section 1005-3 – Issuance. Key provisions of the proposed language include:

A variance shall be deemed exercised and valid when one of the following conditions is met: (1) a zoning certificate is obtained and construction, moving, or renovation is commenced; or (2) an occupancy permit is obtained and use is commenced. The language strikes prior references to “appeals” and replaces the term “remodeling” with “renovation.” A grammatical correction was also incorporated, removing the article “a” before “use is commenced.”

Mr. Humphrey, Assistant Zoning Inspector, addressed the board regarding the use of the term “renovation” in the proposed language. He noted that renovation type work such as reroofing, window and door replacement, residing, and porch replacement in kind do not typically require a zoning permit through the township, and questioned whether the inclusion of “renovation” as a triggering event might create ambiguity. He noted that structural modifications may require a building department permit, which would in turn trigger a township zoning permit, but that many common renovation activities do not rise to that level.

Mr. McFarland responded that the reason both “construction” and “renovation” were included in the proposed language is that the zoning resolution does not contain a clear definition distinguishing construction from renovation. Without that definition, an applicant could potentially characterize extensive interior work as a “renovation” rather than “construction” to avoid triggering the period of validity, which the Commission wished to prevent.

PUBLIC COMMENT:

Ben Woods, 2660 Hollyhock Lane

Mr. Woods requested a copy of the proposed text amendment language. Ms. Beck provided a printed copy.

ADDITIONAL DISCUSSION:

Mr. Witt noted that the proposed language is currently pending before the Planning Commission, which is scheduled to review the matter at its August 5th meeting.

MOTION TO CONTINUE PUBLIC HEARING:

Mrs. Wetterman made a motion to continue the public hearing of July 9, 2026 to Thursday, August 6, 2026 at 6:45 PM. Ms. Brunn seconded the motion.

Roll Call: All in favor – Aye.

ANNOUNCEMENT OF NEXT MEETING:

The public hearing of July 9, 2026 will be continued to Thursday, August 6, 2026 at 6:45 PM, at which time the board will receive the Medina County Planning Commission’s recommendation and conduct any further public comment as needed. The regular Zoning Commission meeting will follow at 7:00 PM on the same date.

MEETING ADJOURNED:

The July 9, 2026 public hearing was adjourned at 7:02 PM.

Respectfully Submitted,

Dalith Beck, Zoning Secretary

Edward Witt, Chair

8/6/2026

Date