

Westfield Township Zoning Commission Meeting Minutes
March 12, 2013

The meeting was called to order at 7:32 pm by Chairman Heather Sturdevant. Members in attendance: Dennis Hoops, Greg Brezina, Jill Kemp, Scott Anderson, Chairman Heather Sturdevant and Secretary Sherry Clarkson. Member absent: Sue Brewer.

Guests in attendance: Matt Witmer and Trustees Gary Harris and Jim Likley.

Minutes of February 12, 2013

The minutes of the February 12th meeting were emailed to all members as well as handed out to members. Chairman Sturdevant asked if there were any changes/corrections to the minutes as presented. Chairman Sturdevant advised she had some corrections as follows: Page 2, line 12, remove "of the building" as typed twice: Line 24, sentence starting with Chairman Sturdevans asked (remove advised) doesn't (add) Ohio Revised, before Code; Page 3, second paragraph, second sentence, Matt advised you love (add) the. Next sentence, remove inside, as stated twice; 9th sentence down add after economy any and remove no: 12 sentence- Does this make (add) issues with: Page 4 at the top remove Capital O and replace with lower case o. With no other changes/corrections, **a motion was made by Chairman Sturdevant to approve the minutes with the corrections made. A second to the motion was made by Jill Kemp. A roll call was taken: Dennis Hoops-abstain, Greg Brezina-approve, Jill Kemp-approve, Scott Anderson-approve and Chairman Sturdevant-approve.**

Highway Commercial

Chairman Sturdevant advised we need to set a public hearing date, but before doing this; we need to provide some definitions based on what was previously discussed. We had removed financial Institutions/banks as we were concerned that with the definition we had, which was: ***Banks: Any Trust Company, Savings Bank, Industrial Bank, Savings & Loan Association, Commercial Bank Credit Union, Federal Association or Investment Company, which are chartered under federal or state law. We were concerned about check into cash places, so we got rid of this all together. Chairman Sturdevant advised she found a definition for Financial Institution which states: An institution public or private that collects funds from the private and other institution and invests them in financial assets.*** She asked if this would be more acceptable, and/or do you want to accept or remove all together. Jill Kemp, advised removes all together.

Chairman Sturdevant also found a definition of educational facilities, which we were going to allow and then we decided to remove because TA has a variance on the one building. The definition for ***Educational Facilities: Are facilities provided to students so that they can use every opportunity to develop full potential. They include buildings, fixtures and equipment necessary for the effective and efficient operation of the program of public education, classrooms, library rooms and space for physical education, fine arts, restrooms, specialized laboratories, cafeterias, media centers, building equipment, building fixtures and furnishings, related exterior facilities, landscaping and paving and similar items which the State Board of Education may determine necessary, however educational facilities do not include swimming pools, tracks, stadiums and other facilities or portion of facilities related primarily for athletic competition and the area administrative of local units of administration.***

Chairman Sturdevant asked if we want to leave educational facilities in? Jill Kemp advised to remove it, and Scott Anderson advised remove it, as this is not public education, this was just to cover employee training for TA. Greg Brezina advised he would like to see employee/employer type of training facilities. Chairman Sturdevant asked "Do you want to provide employee training as a secondary use to a property?" Jill Kemp advised if someone else puts a business in and comes to us and wants a training center, we could do a variance. It was then decided to leave educational facilities out. Chairman Sturdevant asked " We changed to allow warehouses and storage, not only as an accessory use, correct?" Members advised correct. The definitions of those two being: **Storage**: *A use engaged in storage wholesale and distribution of manufactured products, supplies and equipment, excluding bulk storage of materials that are flammable or explosive or that present hazards or conditions commonly recognized as offensive or a nuisance.* **Warehouse**: *(same meaning as storage), see also warehouse, see also storage. But, we left **Light Industrial** as: Any operation which assembles, improves, manufactures, produces, fabricates or packages goods or materials in a manner which does not create a noticeable amount of the external effects of the manufacturing process such as smoke, noise, soot, dirt, pollution, vibration, odor etc., Warehousing, wholesaling and distribution of the finished products produced at the site is allowed as a part of this use.*

It was noted we need to set a public hearing. Do we want to set up as a separate meeting or hold at our next monthly meeting? It was requested we have at our next meeting. **A motion was made by Heather Sturdevant to have a public hearing for changes in the highway commercial language to be held on April 9, 2013 at 7:30 pm. A second to the motion was made by Jill Kemp. A roll call was taken: Dennis Hoops-aye, Greg Brezina-aye, Jill Kemp-aye, Scott Anderson-aye and Heather Sturdevant-aye.**

North Coast Soccer

Chairman Sturdevant read a letter which will be submitted to the Prosecutor's office Dave Folk. (Draft letter to be handed out at meeting).

Jill Kemp advised the only word which does not sound correct is new, should read as additional. Jill advised Chairman Sturdevant stated new several times in the letter. Greg Brezina advised state: previously documented information, this sounds better.

Chairman advised she will sign the letter on behalf of the board. **Chairman Sturdevant asked for a motion to sign letter to the Medina County Prosecutor's Office (Attn: Dave Folk) regarding North Coast Soccer, and to accept the letter as amended with changes and send to the Prosecutor's Office. Such motion was made by Scott Anderson and a second to the motion was made by Jill Kemp. A roll call was taken: Dennis Hoops-aye, Greg Brezina-aye, Jill Kemp-aye, Scott Anderson-aye, and Chairman Sturdevant-aye.**

Planning Services Update

Chairman Sturdevant advised she spoke with Planning Services. They still do not have any training dates available. Ron Oiler forwarded an email to Chairman Sturdevant, which she will forward to everyone via email and it was noted that he found some free training on line and she advised she hasn't had a chance to review it yet, so she does not know how relevant it is.

Chairman Sturdevant advised she will go to the Board of Trustees and see if they will accept this for training which everyone will need for this year. Trustee Likley advised a new schedule was out, in which provides for training. It was noted a notification was sent to Village of Westfield Center, but had a Westfield township address. Greg Brezina obtained information and advised of an upcoming Zoning Workshop on March 27th at 6:30 pm at Sharon Township Hall, regarding the Board of Zoning Appeals, another regarding the Zoning Commission presented by Irving Sugerman, Managing Partner of Goldman & Rosen, Ltd. The workshop will be held on Tuesday, May 14, 2013 at 6:30 pm at the Medina Public Library, 210 S. Broadway Street. It was also noted two additional workshops will be held in the fall....the workshops are tentatively planned as follows: Ohio Sunshine Law, scheduled for the end of September, location to be determined and a Mock Planning/Zoning Meeting, for late October or early November, location to be determined. (See attached information).

With no other items to discuss, Chairman Sturdevant advised that this is all she had to discuss tonight. It was noted that once we are done with HC Highway Commercial, we will be done and we need to decide what other items we want to "tackle" this year. It was noted that we did receive information from Matt regarding "In-Law suites". Chairman Sturdevant asked for Matt to provide an update. Matt advised nothing has been received back yet. Scott asked if he wanted opinions. Scott advised would there be a separate entry, and bedrooms, bathrooms? Matt advised if bedrooms are added the health department would control. The way our zoning states now, we have to have septic approval for a house before any approval at the township is given, if you add a bedroom, health department needs to approve. Chairman Sturdevant advised maybe the Prosecutor's office can provide some information on this. Can you regulate who lives in the house, how do you know it is an in-law suite, vs. apartment? This may be something the Prosecutor needs to address. It was asked if a way to control this would be no kitchens allowed, as then it would be an in-law suite, with the lack of a kitchen. Chairman Sturdevant advised she will check to see if any other townships have addressed this to see if it is allowed anywhere else within the county. Greg Brezina advised you want to keep family units living together but how do you regulate? It is a very grey area. Scott Anderson advised he can find out how Wayne County addresses this. Trustee Likley advised our language states single family home per lot, it is questionable if we can regulate it. Health department controls bathrooms, septic system, etc., Chairman Studevant advised we address duplexes, but not apartments. It was questioned by the members if we have a definition for apartments in our code. Chairman Sturdevant advised we do not have a definition for duplex or apartment, but we do have a definition for "family" that being: One or more persons occupying a premises and living as a single housekeeping unit as distinguished from a group occupying a boarding house, lodging house, club, fraternity or hotel.

Jill Kemp advised a duplex would have two separate addresses. Jim Likley advised if you can't enforce it, how do you write it? Look at the Health Department side of it, depending upon bedrooms and septic system. I think we just have to watch what we can regulate. We look at setbacks, side yards etc., although, until you look next door to you and you see 28 people with kids and cars as an example. I think this is where the health department comes in with regulations. It was noted Matt already has a letter into the Prosecutor's office regarding questions we have. In the meantime, Heather advised she will look at other townships and see if we can obtain a definition for duplex/apartments. We need to see if anything is not specifically allowed it is excluded.

It was noted by the zoning secretary, under our zoning resolution, page 104, we provide definitions for Dwelling, dwelling unit, dwelling single family, dwelling two family (also mobile home and manufactured home.) Chairman Sturdevant proceeded to read the definitions provided in the zoning resolution as well as the definition of "Family" that being: One or more persons occupying premises and living as a single housekeeping unit as distinguished from a group occupying a boarding house, lodging house, club, fraternity or hotel.

Other Business

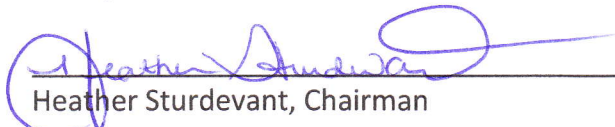
Trustees Gary Harris asked what happened to wood fired boilers. Chairman Sturdevant advised we need to certify and send to them. We submitted to the Planning Services and the Prosecutors office as well as public hearing. We re-reviewed it after everything came back. It will be brought before the Trustees shortly.

Trustee Likley asked if we had our HC ready to go, (Trustee Likley arrived later to the meeting, after we had discussed this). Chairman Sturdevant advised it was discussed at our meeting tonight and had already gone before Planning Services. Greg Brezina advised in looking at the calendar, the educational training will be held the same time as our monthly board meeting in May. It was noted that we will discuss this further at the next monthly board meeting (April). It was noted that everyone on the zoning board has their eight hours of education, only needing the two hours of additional continued education.

With no further discussion of business to be brought forward Chairman Sturdevant asked for a motion to adjourn the meeting. Such motion was made by Jill Kemp and a second to the motion was made by Scott Anderson. All members were in favor of adjournment. The meeting was adjourned at 8:23 pm.

Respectfully Submitted,

Sherry Clarkson


Heather Sturdevant, Chairman

4-9-13
Date


Greg Brezina, Co-Chairman

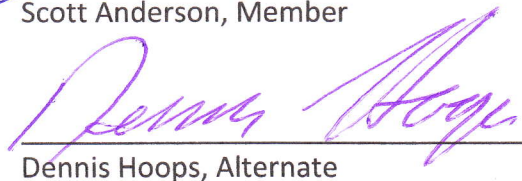
4/9/13
Date


Jill Kemp, Member

4-9-13
Date


Scott Anderson, Member

4-9-13
Date


Dennis Hoops, Alternate

4-9-13
Date



Medina County Planning and Zoning Officials:

The Medina County Department of Planning Services is pleased to announce the following upcoming spring Planning and Zoning workshops:

- "Board of Zoning Appeals (BZA) Basics", presented by R. Todd Hunt, Partner and Practice Head, Municipal Law, Walter | Haverfield LLP. Mr. Hunt's presentation will provide an overview of the roles and responsibilities of the BZA; suitable for both novices and seasoned veterans. The workshop will be held on Wednesday, March 27, 2013 at 6:30 pm at the Sharon Township Hall. Sharon Township Hall is located at 1322 Sharon Copley Rd., Sharon Center, Ohio 44274.
- "The Zoning Commission", presented by Irving B. Sugarman, Managing Partner, Goldman & Rosen, Ltd. Mr. Sugarman will discuss the state statutes that govern the authority of township Zoning Commissions. The workshop will be held on Tuesday, May 14, 2013 at 6:30 pm at the Medina Public Library, Community Room. The Medina Public Library is located at 210 South Broadway Street, Medina, Ohio 44256.

Two additional workshops will be held in the fall... the workshops are tentatively planned as follows:

- Ohio Sunshine Law (Public Records and Open Meetings), presented by Katharina (Trina) Devanney, Devanney Law. Ms. Devanney will discuss Ohio Sunshine Law and its relevance for Planning & Zoning officials. The workshop is tentatively scheduled for the end of September. The location, date, and time is to be determined.
- Mock Planning/Zoning meeting. Public and private sector representatives active in Medina County will play different roles in this mock public meeting. Come and see first hand the do's and don't's of Planning/Zoning public meetings. The script will attempt to utilize real examples when appropriate and will cast local officials and practitioners in different roles. The mock hearing is tentatively scheduled for late October or early November. The location, date, and time is to be determined.

We are also beginning to think about next year's workshops. The workshops are designed to serve Planning and Zoning Officials in Medina County; please tell us what topics will be useful and valuable to you and the communities you serve.

We look forward to seeing you at the workshops and receiving your suggestions. Please forward this email to interested parties.

Best regards,

Rob Henwood

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Sheryl Clarkson <sherryclarkson52@gmail.com>

Fwd: Free opportunities for all

1 message

Heather Sturdevant <vegasdanes88@yahoo.com> Tue, Mar 12, 2013 at 8:21 PM
To: "bearspaw@ohio.net" <bearspaw@ohio.net>, "detlibertyscott1@aol.com" <detlibertyscott1@aol.com>, "gregbrezina@yahoo.com" <gregbrezina@yahoo.com>, "dhoops@yahoo.com" <dhoops@yahoo.com>, "sherryclarkson52@gmail.com" <sherryclarkson52@gmail.com>, "gharris3@neo.rr.com" <gharris3@neo.rr.com>, "jlikley@gmail.com" <jlikley@gmail.com>, "mebear772@gmail.com" <mebear772@gmail.com>

Sent from my iPhone

Begin forwarded message:

From: "Ron Oiler" <oilerr@frontier.com>
Date: February 21, 2013 5:29:23 PM EST
To: <vegasdanes88@yahoo.com>
Subject: Fw: Free opportunities for all

Heather, I saw this in Marlene's Email and thought I would pass it on to you for distribution to the other zoning members if you wish. At the end of the email is a web site that has a lot of the different courses that can be taken. Just trying to help out where I can do what you think is best. How are you? Haven't talked to you for awhile, hope all is well.

Respectfully,

Ron Oiler

----- Original Message -----

From: Sherri Johnson-Meinke
To: Lynda Bowers ; Marlene Oiler ; Gary Kizsak ; Dianne Wenslow ; Alliss Strogin ; Mike Biskup ; Jim Aylsworth ; Karen Schoonover ; Nanci Shanley ; Bryon C Macron ; Lafayette Township Clerk
Sent: Wednesday, February 20, 2013 1:08 PM
Subject: Free opportunities for all

Hi everyone,

I am really excited. I found some classes to take online that are FREE that will assist with my position on the Zoning Board. I wanted to share what I am registered for.

Global Sustainable Energy: Past, present & Future
<https://www.coursera.org/course/globalenergy> University of Florida

TechniCity: <https://www.coursera.org/course/techcity> Ohio State University

Introduction to Sustainability: <https://www.coursera.org/course/sustain> University of Illinois

All of these courses are thru accredited Universities like Ohio State University. Take a moment to check them out. There are many more at: <https://www.coursera.org/courses>

I will get a certificate from all of them known as a Statement of Accomplishment from the Professor provided I meet all the class requirements.

*Sherri Johnson-Meinke
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Cell Phone: 330-461-3939
Email: sherri.meinke@gmail.com*

PLEASE SIGN IN

NAME:

ADDRESS:

PHONE #

Jim Hickey

1585 Daniels Rd

Mr. White

5606 Buf-Hamiza

Mr. Nass

7942 LAKE RD

Blank lined area for additional sign-ins.