RECORD OF PROCEEDINGS

Minutes of Meeting

BEAR GRAPHICS 800 325-8094 FORM NO 10148

BRIMFIELD TOWNSHIP ZONING COMMISSION

Held 20

BRIMFIELD TOWNSHIP ZONING COMMISSION

REGULAR PUBLIC MEETING

MINUTES of March 12, 2015

Brimfield Town Hall Meeting Room – 1333 Tallmadge Road, Kent

Present: Chairman Ron Jones V.P. Gary Rodd Debbie Darlas

William Kremer

Absent: V.P. Terri Reed Alternate: Tom Sargent

Staff Present: Dick Messner, Zoning Inspector
Wendi O'Neal, Zoning Assistant

Public Present: NONE

The Zoning Commission is called to order by Chairman **Ron Jones**, at 7:06 PM. On Thursday, March 12, 2015 at the Brimfield Township Town Hall.

Roll call:

Darlas: Here **Jones**: Here **Kremer**: Here **Reed**: Absent
Rodd: Here **Sargent:** Absent

MOTION #2015-006

Debbie Darlas makes a motion to accept the Agenda, seconded by **Bill Kremer**. Motion passes unanimously.

MOTION #2015-007

A motion is made by **Bill Kremer** for the approval of the minutes of the previous February 12, 2015 Brimfield Township Zoning Commission Regular Scheduled Meeting, with a seconded from **Gary Rodd**. Motion passes unanimously.

PUBLIC COMMENTS: NONE

OLD BUSINESS:

The Zoning Commission received the 2014 Zoning Resolution with all amendments and changes included with the Zoning Land Use Map and the Zoning District Map. These were also distributed to Portage County Regional Planning Commission, The Law Library, and the Portage County Prosecutor's Office.

Dick Messner brings up for discussion that many other Townships are grouping their amendments together and then sending them to Regional Planning as a group rather than sending one amendment at a time; unless it is an urgent item then it would be sent as soon as possible.
Bill Kremer states that it is a good idea to send the changes, maybe twice a year unless it is a urgent item because there is no sense in changing the Zoning Resolution every month or every two months.
Gary Rodd states that we don't have anything that is super urgent right now, and like Bill says we just push through as we go so a couple times a year sounds good.
Ron Jones agrees.
Debbie Darlas agrees.

Wendi O'Neal clarifies that after making a final draft of a subject matter, holding on to it and then having a complete final review of all of the subject matters at the meeting before sending it to Portage County Regional Planning Commission. She asks the Board if three items could be the limit; if it was more than three items it would more work holding on to them than just doing one item at a time.

The Board replies that three items sound good. That when the Board gets three items they will then send it out the Regional Planning and then look at them when it comes back.

MOTION #2015-008

A motion is made by **Bill Kremer** to table **Section 550.00** for a time period of a maximum of six (6) months or less from this date, March 12, 2015. Motion is seconded by Gary Rodd. Motion passes unanimously.

NEW BUSINESS:

Section 510.02.D.1

Zoning Commission to review: 2011 Ohio Building Code, Ohio Manufactured Homes Commission Information, OAC 4781-6-01 Installation of new manufactured homes, definitions.

GOOD OF THE ORDER:

Section 600.10, Off-Street Parking Requirements should be reviewed in May to add specifications for senior living facilities.

Dick Messner explains that **Wendi O'Neal** will be going over to Regional Planning for additional training to shadow Claudia James. Then when Todd Peetz gets a group of amendments that Wendi could shadow him on that process. This is set to happen through the summer and then by the end of the summer she will be more prepared for the Inspector Job, and I will be cutting down on hours so that she is more involved and I'm still here to answer her questions. As it has always been the plan for her to take over, as I have been slowly giving her more and more stuff to do, and with being over at Regional Planning and gaining contacts there; that by the end of the fall she will be able to do the job if not better.

Ron Jones states that he has the up-most confidence in Wendi. She's done a fantastic job for the board and maked our job a lot easier, especially with Power Point.

MOTION #2015-009

Bill Kremer makes a motion for vote of confidence for Wendi O'Neal for a job-well done and tenure of time spent at Brimfield Township, with seconded by Gary Rodd.

Roll call:

Darlas: Aye **Jones**: Aye **Kremer**: Aye **Reed**: Absent
Rodd: Aye **Sargent:** Absent

Motion passes unanimously.

SET NEXT MEETING:

Thursday, April 9, 2015 is the next set scheduled meeting at 7:00 PM at the Township Town Hall.

MOTION #2015-010

A motion was made by **Debbie Darlas** to adjourn the March 12, 2015 at 8:25 PM, seconded by **Gary Rodd**. Motion passes unanimously.

RECORD OF PROCEEDINGS

Minutes of Meeting

BEAR GRAPHICS 800 325 8094 FORM NO 10148

BRIMFIELD TOWNSHIP ZONING COMMISSION

Held _____ 20____

X _____
Chairman Ron Jones

X _____
Vice Chair Gary Rodd

X _____
Debbie Darlas

X _____
William Kremer

_____
Terri Reed

_____
Secretary Wendi O'Neal

_____
Alternate Frank Chanowski

_____
Alternate Tom Sargent