

Greenfield Township Zoning Commission

Meeting Minutes

January 15, 2019

- **Call to order**

The meeting was called to order by Kim Wickham, at 6:00 p.m. on January 15, 2019, at the Greenfield Township Firehouse. The Pledge of Allegiance to the Flag of the United States of America was recited at the opening of the meeting.

- **Roll call**

Roll call was taken:

Jack Barr
Jim Beiter
Kim Wickham

Jeff Bader (absent)

Lacey Storts (Secretary absent)

Other attendees: None

- **Review of Minutes of Previous Meeting**

Minutes from December 18, 2018 meeting were reviewed. It was noted that one error was needed to be corrected (are changed to only). Jim Beiter moved to approve the minutes as written with minor change. Jack Barr seconded the motion. A Roll Call vote was taken: Jim, Yes; Jack, Yes; Kim, Yes. Motion carried. Minutes approved with correction.

- **Discussion**

Request for nominations for chair and vice-chair brought up by Kim Wickham. Jack Barr made a motion to nominate Kim Wickham for chair. Jim Beiter second. Vote taken: Jack, Yes; Jim, Yes; Kim, Abstain. Motion passed, Kim Wickham, chair of the Greenfield Township Zoning Commission for a one year term.

Jack Barr made a motion to nominate Jim Beiter for vice-chair. Kim Wickham second. Vote Taken: Jack, Yes; Kim, Yes; Jim, Abstain. Motion passed, Jim Beiter, vice-chair of the Greenfield Township Zoning Commission for a one year term.

Kim welcomed Jack Barr back for a 5 year term to end December 31, 2023 per the January 9, 2019 meeting. Kim verified the Zoning Commission members terms each to

expire on December 31 of the following years. Jim Beiter – 2019, Jeff Bader – 2020 and Kim Wickham – 2021.

Kim reported that she requested a replacement for the Jeff Kraner vacancy with the trustees as well as possible alternates.

Jim stated that per Kevin the newspapers are changing his publication signatures to 'Zoning Commission Secretary' instead of just Zoning Inspector. This has happened in at least two recent publications in the paper. Not sure why this is happening however should be stopped in that unless our Zoning Secretary actually requests something to be published in the newspaper it should reflect it properly. Kim stated that she will try to get it stopped and possibly contact the newspapers to ensure that this does not happen in the future.

Kim asked if anyone had looked on the Township website lately. She noticed as of January 10, 2019 that the minutes for the BZA were not on the website (only two postings from 2017) although the trustee and commission minutes were there. Asked if anyone knew who runs the website, no one seems to know who maintains the website as well as who maintains the FaceBook page. All agreed that it would be nice to have the BZA's minutes posted so that the community can be aware of what zoning issues have been heard.

Jim presented a copy of Pleasant Townships Zoning Resolution/Code for discussion. Noted were the differences in Zoned areas (B1, HB, PRB, LB, etc) versus Greenfields Code. Kim suggested that our township may be more developed business wise compared to more agriculture in Pleasant.

Jack asked when will our code book be signed and submitted. Kim stated that she is not sure if the final corrections agreed on by the trustees were completed. She said that she told Kent Searle that she would help in the finalization of their copy so that the trustees can sign and get it posted.

Jack asked what the time limit was for the book to be approved and posted. Jim referred to the ORC in that they had 30 days from amendment/modifications for the book to take effect.

Kim stated that at the trustee meeting on October 24, 2018 she asked if the corrections concerning sets backs to the zoning book had been made. Trustee Cotner said no and it had not been sent to the prosecutor yet. She was told that when it comes back it would be posted.

At the November 14, 2018 trustee meeting, Kim asked if the corrections had been made and Trustee Cotner stated that they are being worked on. At the November 28, 2018 trustee meeting Kevin presented the code book for signature. Trustee Searle asked Kevin if he saw any problems with the way it is written. Kevin stated that he

sees a problem with the wording and other issues. Matter was tabled until all changes are made.

Kevin then stated that he had contacted Office Max for the prices of copying of the book: 20 copies without tabs is \$300.40, with 18 tabs is \$371.60, in binders. However as far as Kim knows, the document is still not completed.

Kim stated that there are no minutes on the township website under the trustee meetings minutes that states the book has been approved and signed, or at least any that she can find as of this meeting. She also stated that it would be nice to receive the document electronically so that she can print out her own copy.

Jim stated that the book needs to be corrected, finalized, signed and presented to the Zoning Commission so that further amendments can be made and discussions can be done concerning various discrepancies that have been found concerning setbacks, accessory buildings and possibly fences as well as corrections/updates need to be made with the Rules of Procedures and the flowchart within the code.

Discussion was also made concerning several proposals to be brought to the attention of the trustees concerning, Greenfield Township Code 200.02(B) Removal of Members due to 'non-performance', repeated non-attendance and notifications or lack of notification for non-attendance being received by the Chair and/or co-Chair. Kim stated that she would work on proposals and provide an email to the commission members for review.

Jim wanted on record that it has been stated at a trustee meeting that the zoning book is the only responsibility of the zoning commission. He wants it noted that in the Greenfield Township Code Section 200.02(D5) the Powers and Duties of the Township Zoning Commission states "to work with the Zoning Inspector toward the administration and enforcement of the Code". Jim stated that per his understanding of this, members of the commission have the right as well as obligation to report zoning issues and zoning discrepancies they might find within the township community to the zoning inspector for enforcement. He also stated that in doing so the zoning commission has the right to know the results of said enforcement.

- **Next meeting**

The next Zoning Commission meeting is scheduled for February 19, 2019.

- **Adjournment**

Jim made the motion to adjourn and Jack seconded. Jim, Yes; Jack, Yes; Kim, Yes. Meeting adjourned at 7:45 pm.

Respectfully submitted by Kim Wickham