

Greenfield Township Zoning Commission

Regular Meeting Minutes

Tuesday, June 10, 2025

- **Call to Order**

The Meeting was called to order by Chairperson, Jeff Zech, at 6:07 pm on June 10, 2025, at the Greenfield Township Firehouse Meeting Room. The Pledge of Allegiance was recited at the opening of the Meeting.

- **Roll Call**

The Vice-Chair requested a roll call of the Commission:

Jeff Zech, Chair

Patrick Callahan, Vice-Chair

June Queen, Secretary

Jack Barr

David Delong

Kim Wickham, Alternate – not present

Jeff Williamsen, Greenfield Township Zoning Inspector

Guests: Jill Maiher – asked questions regarding agricultural exemption.

Jeff Zech opened the Meeting.

Jeff Zech requested Commission review of the Minutes of the Regular Public Meeting held on May 13, 2025. There were no revisions or corrections. David Delong made a Motion to approve the Minutes. Patrick Callahan seconded the Motion. Vote was taken: Patrick Callahan, Yes; June Queen, Yes; Jeff Zech, Abstained; Jack Barr, Yes; David Delong, Yes. Minutes Approved.

Jeff Zech requested Commission review of the Minutes of the Special Public Meeting held on May 22, 2025. There were no revisions or corrections. Patrick Callahan made a Motion to approve the Minutes. Jeff Zech seconded the Motion. Vote was taken: Patrick Callahan, Yes; June Queen, Abstained, Yes; Jeff Zech, Yes; Jack Barr, Abstained; David Delong, Yes. Minutes Approved.

- **Zoning Inspector Updates:**

Jeff Williamsen presented three, draft permit applications for Commission review.

1. Greenfield Township Zoning Application for Accessory Structure Certificate (Permit)
2. Greenfield Township Zoning Application for Private Pool Certificate (Permit)

3. Greenfield Township Zoning Application for Agricultural Exemption Certificate (Permit)

Updates to the agricultural exemption certificate included qualification language changes of 'generally' to 'primarily' and storage of materials to support agricultural business within the owner affidavit section. The Commission agreed that the term 'generally' is too vague.

Patrick Callahan made a Motion to approve the three sample applications for use by the zoning inspector. Jeff Zech seconded the Motion. Vote was taken: Patrick Callahan, Yes; June Queen, Yes; Jeff Zech, Yes; Jack Barr, Yes; David Delong, Yes. Motion Approved.

Jeff Williamsen discussed limiting pools to backyard installation only (front and side yard not permitted). The Commission agreed to this Code update. Jeff Williamsen added to his action items list. For further discussion at the July meeting.

Jeff Williamsen reviewed Zoning Inspector Issues spreadsheet action items indicated as Open Status. Definition of fur-bearing discussed and no longer an action item. PUD and R-3 issues to be reviewed by Jeff Williamsen with comparison to the Model Zoning Code. Jeff Williamsen to report back at the July meeting.

- **Old Business:**

Patrick Callahan provided three sample shipping container definitions. The Commission agreed upon one of the sample definitions, and Patrick Callahan to send the chosen definition to Jeff Williamsen to add to his list of pending Code section updates.

June Queen provided a list of permit regulations for permanent structures under 200 sq. ft. (research of other Ohio township codes). Currently, there is no permit required in our township for structures under 144 sq. ft. Jeff Williamsen stated he has not had any recent issues with these types of structures. The Commission agreed to table this section.

Jack Barr questioned whether our Code for lot line setbacks should be consistent (e.g., swimming pool). The Commission agreed there should be consistency. Discrepancies discussed. This topic for future discussion.

Jeff Zech discussed the recent special public meeting with Fairfield County Regional Planning regarding the Model Zoning Code. Commission members who attended the special meeting provided feedback: The model code appears favorable, is more visual, organized, and has potential for uniformity across townships. The Commission agreed with Fairfield Regional Planning's offer to format our Code to their Model Zoning Code, which will also include checks for inconsistencies, errors, and duplications. Jeff Zech stated there is no cost for this service. Jeff Zech recommended the Commission review

all pending Code updates at the July regular meeting, then send our updated Code to Regional Planning.

June Queen asked if there has been feedback or potential future action from Mr. Babamov regarding his proposed townhouse development. Jeff Williamsen stated he has not heard anything.

- **New Business**

Jack Barr asked whether our Code should undergo update to require fire sprinkles for habitable structures. Jeff Williamsen stated this could be added to R-3 development standards. Jeff Williamsen suggested language as “two or more habitable floors/stories require fire sprinklers.” This topic for further discussion. David Delong reminded that GTFD does not have a ladder truck to reach 3 (three) stories.

Jeff Williamsen asked if the Commission wanted to add a requirement to the GTZC Rules of Procedure for those who wish to speak at a hearing as a representative of a resident of the township, they need to have a signed/notarized affidavit to speak on behalf of the absent resident (or non-resident). June Queen agreed this would be advisable.

- **Next Meeting**

The next Regular Public Meeting scheduled for Tuesday, July 8, at 6:00 pm, at the Greenfield Township Fire Department Meeting Room. Regular Meetings are slated for the second Tuesday of each month.

- **Adjournment**

Jeff Zech made a Motion to adjourn the Meeting. June Queen seconded the Motion. Vote was taken: Patrick Callahan, Yes; June Queen, Yes; Jeff Zech, Yes; Jack Barr, Yes; David Delong, Yes. Motion Approved.

The meeting was adjourned at 7:25 pm.

Respectfully Submitted, June Queen – Commission Secretary