

Greenfield Township Zoning Commission

Meeting Minutes

Tuesday, June 25, 2024

- **Call to order**

The Meeting was called to order by Jeff Zech, Chair, at 6:18 p.m. on Tuesday, June 25, 2024, the Greenfield Township Fire Department Meeting Room. The Pledge of Allegiance was recited at the opening of the Meeting.

- **Roll call**

The Chair requested a roll call:

Jeff Zech, Chair
Patrick Callahan, Vice-Chair
June Queen, Secretary
Jack Barr
Amy Brown
Kim Wickham, Alternate - not present

Tom Erlenwein, Greenfield Township Zoning Inspector

Guests: Jeff Williamsen

Meeting Minutes from May 21, 2024 were reviewed by the Commission. Patrick Callahan made a Motion to approve the Meeting Minutes; Jack Barr seconded the Motion. Vote was taken: Patrick Callahan, yes; June Queen, yes; Jeff Zech, yes; Jack Barr, yes; Amy Brown, abstained (absent May 21st meeting). Motion approved.

- **Announcement – Zoning Inspector**

Tom Erlenwein formally announced to the Commission that he has submitted his resignation, and this will most likely be his final meeting. He will continue in his current position until a replacement is hired. The Commission wished him well and thanked him for his dedication and service.

- **Old Business**

Jeff Zech opened the meeting to request guidance on how to best proceed with submitting the new *Tiny Home Zoning Code Definition and Specifications* due to Tom Erlenwein's resignation. Tom Erlenwein directed Jeff Zech to send to him and that he will proceed to submit to the Regional Planning Commission.

- **Rules of Procedure Document**

The Commission further discussed need to review this document. Amy Brown suggested adding public participation rules and regulations. Jeff Zech to re-send the current Rules of Procedure document to all Commission members. All members asked to print and review in preparation for full discussion at the next Regular meeting.

- **Updates from the Zoning Inspector**

Tom Erlenwein stated he received a call from a community member asking whether there is an online form and process for new code proposals. Patrick Callahan suggested revision of the current code amendment form to include new code requests. The Zoning Inspector, Trustees and the Commission would have opportunity to review requests. Tom Erlenwein to e-mail Commission members the current form for review.

Tom Erlenwein expressed concern that issued permits are not being displaying on property sites, as required. Jack Barr stated a cease work order would be necessary to ensure the required permit was secured.

Jeff Williamson suggested amendment to R-1 minimum acreage from 1.5 acres to 2.0 acres. The Commission discussed that this could be a consideration and applicable to new lots. No further discussion or plan of action recommended at this time by this Commission.

- **Next Greenfield Township Zoning Commission Meeting**

The next Regular Public Meeting is planned for Tuesday, July 23rd at 6:00 pm at the Greenfield Township Fire Department Meeting Room.

June Queen made a Motion to adjourn the Meeting; Patrick Callahan seconded the Motion. Vote was taken: Patrick Callahan, yes; June Queen, yes; Jeff Zech, yes; Jack Barr, yes; Amy Brown, yes. The Hearing was adjourned at approximately 6:50 pm.

Respectfully Submitted By: June Queen, Commission Secretary