

Greenfield Township Zoning Commission

Regular Meeting Minutes

Tuesday, February 11, 2025

- **Call to Order**

The Meeting was called to order by Jeff Zech, Chair, at 6:00 p.m. on February 11, 2025, at the Greenfield Township Firehouse Meeting Room. The Pledge of Allegiance was recited at the opening of the Meeting.

- **Roll Call**

The Chair requested a roll call of the Commission:

Jeff Zech, Chair

Patrick Callahan, Vice-Chair

June Queen, Secretary

Jack Barr

David DeLong – not present

Kim Wickham

Jeff Williamsen, Greenfield Township Zoning Inspector – not present

Guests: None

Jeff Zech requested the Commission review Minutes of the Regular Meeting held on January 14, 2025. There were no revisions or corrections. Patrick Callahan made a Motion to approve the Minutes. Jack Barr seconded the Motion. Vote was taken: Patrick Callahan, yes; June Queen; Jeff Zech, yes; Jack Barr, yes; Kim Wickham, abstained. Minutes approved.

Jeff Zech requested the Commission review Minutes of the Public Hearing held on January 14, 2025. There were no revisions or corrections. Jack Barr made a Motion to approve the Minutes. Patrick Callahan seconded the Motion. Vote was taken: Patrick Callahan, yes; June Queen; Jeff Zech, yes; Jack Barr, yes; Kim Wickham, abstained. Minutes approved.

Jeff Zech requested the Commission review Minutes of the Public Hearing held on January 28, 2025. There were no revisions or corrections. Jack Barr made a Motion to approve the Minutes. Patrick Callahan seconded the Motion. Vote was taken: Patrick Callahan, yes; June Queen; Jeff Zech, yes; Jack Barr, yes; Kim Wickham, abstained. Minutes approved.

- **Old Business:**

The Uplands Townhouses - Planned Unit Development (PUD) Proposal

The Commission discussed the townhouses project proposal, PUD Code requirements, and concerns. The second Public Hearing (continuance) for The Uplands is already scheduled for Thursday, March 6 at 7:00 PM.

- **New Business:**

Babamov Permit 76-2024 – Zoning Request Change

The Commission reviewed and discussed zoning change request for 2 (two) Parcels: 0130053721 and 0130053722. Address is 0 Old Columbus Road. Current District is Rural Residential (R-1) with request to Desired District of Highway Business (HB). June Queen asked whether the Regional Planning Commission (RPC) approval letter was received for review. Jeff Zech stated the RPC recommendation letter was not yet received. The Commission agreed it necessary to review the RPC recommendation letter before setting a public hearing date.

June Queen commented that the Commission needs sufficient opportunity to review all new proposals at a regular meeting in order to adhere to correct process.

RPC Model Code Review

Commission members received a copy of the model code document from Jeff Williamsen, Zoning Inspector. Patrick Callahan commented that definitions are clear and concise. Jeff Zech reported that Jeff Williamsen plans to set up a meeting between the RPC and Zoning Commission.

Suburban Residential District (R-2) and Industrial (I) Codes

Jeff Zech recommended, prior to next regular meeting, Commission members review the current R-2 and I Codes for potential updates and plan for discussion. Examples for potential updates discussed.

Rules of Procedures and Zoning Code Documents

Patrick Callahan reported he is finalizing the table of contents and title page of the Zoning Code, which will include a hyperlink to Rules of Procedure.

Patrick Callahan questioned the names listed as part of the approval/preparation section of the updated Zoning Code document. The Commission discussed and agreed that only those who participated in Code update decisions should be listed. Jeff Zech stated he will check with the Trustees.

Meeting Start Time Change Request

A community member suggested change of the Commission Regular Meeting and Public Meeting start times from 6:00 pm to 7:00 pm. Meeting start time of 6:00 pm is referenced in the Rules of Procedure document. Jeff Zech and Jack Barr stated start times should remain as 6:00 pm. June Queen recommended changing the Public Hearing start time to 7:00 pm.

Patrick Callahan made a Motion to keep the Commission Regular Meeting start time as 6:00 pm and change the Public Hearing start time to 7:00 pm. Jeff Zech seconded the Motion. Vote was taken: Patrick Callahan, yes; June Queen; Jeff Zech, yes; Jack Barr, yes; Kim Wickham yes. Motion approved.

- **Next Meeting**

The next Regular Meeting is scheduled for Tuesday, March 11, at 6:00 pm at the Greenfield Township Fire House Meeting Room. Regular Meetings are the second Tuesday of each month.

A second Public Hearing (continuance) for The Uplands townhouses proposal has already been scheduled for Thursday, March 6, at 7:00 pm, at the Greenfield Township Fire Department Meeting Room. The Hearing will be relocated to the firehouse garage/bay area as attendance warrants.

- **Adjournment**

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

The Meeting was adjourned at 7:08 pm.

Respectfully Submitted, June Queen – Commission Secretary