

LITCHFIELD TOWNSHIP ZONING COMMISSION
OCTOBER 12, 2021
7:00p.m.

| <i>Board members</i> | <i>Term</i> | <i>Trustees</i> | <i>Zoning Insp.</i> | <i>BZA</i> | <i>Term</i> | <i>Other</i> |
|----------------------|-------------|-----------------|---------------------|------------|-------------|-----------------|
| Frank Baluch | 2022 | Dennis Horvath | Eric Noderer | | | Secretary Fozio |
| Chris Barnes | 2020 | | | | | Mark Majewski |
| Jerry Koenig | 2023 | | | | | |
| Mike Roth | 2024 | | | | | |
| Jason Davis | 2021 | | | | | |
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CALL THE MEETING TO ORDER:

Frank called the meeting to order with the Pledge of Allegiance at 7:00pm.

Jerry made a motion to approve the July 27th site plan modification #101 minutes, with correction, seconded by Barnes and approved by all.

Jerry made a motion to approve the August 17th site plan modification #101 minutes, with correction, seconded by Barnes and approved by all.

Jerry made a motion to approve the August 31st site plan modification #101 minutes as written, seconded by Barnes and approved by all.

Jerry made a motion to approve the September 14th regular meeting minutes as written, seconded by Barnes and approved by all.

There was not written correspondence received for the board.

TRUSTEE REPORT:

No Trustee Report

BZA

No BZA Report

ZONING INSPECTOR

No ZI Report

TRAINING

No Training Report

OLD BUSINESS

Mark Majewski was in attendance and emailed draft documents to the board the day previous. The board will need additional time to review what was sent.

Mark explained the October 11th “Procedures” update. The language is not legislative but rather a summary that will not be in the resolution. He suggested changing the 14 days required for the Zoning Secretary to deliver documentation to the board. Fozio said the time frame does not coincide with the public notices being 10 days prior to the meeting. Mark suggested discontinuing doing public mailings and doing on-line notices only.

Mark moved to Article VI; he explained the updates he made regarding sequencing and organized headings. Eric asked the board if they feel the need for a site plan review for no change on a site if it is a conditional use. The zoning commission feels they should do all the

site plans. Mark said a change in use with no new construction could prompt the need for a site plan review. The board felt they would like to do the reviews. Mark suggested putting 'Change in Use' under the 'Waiver' category. If Eric would come across a red flag, he can require a site plan. The discussion revolved around fee schedule changes and for site plans going from one board to another so applicants do not have to pay twice if they would go to the zoning commission then have to go to the BZA for a variance that results in the ZC review. The board discussed the BZA meeting at least quarterly for trainings and workshops to keep them familiar with zoning since they do not meet often.

Eric is trying to be sensitive to Home Based/Conditional Use permits that could cost applicants \$800.00.

Mark moved to Section 601.09 'Performance Bonds'-he feels this section needs tightened up. This topic will be held for future discussion.

Mark moved to Section 601.11-'Site Plan Review'-he reorganized the text into groups to make more sense.

Mark noted he created a draft BZA General Standard for Conditional Uses that can be measured. This topic will be held for future discussion.

Mark moved to Section 603-'Zoning Certificate Requirements'-The board will review this at the next meeting.

Jerry made a motion to adjourn at 8:58pm, seconded by Jerry and approved by all.

Frank Baluch/Chairperson

Jerry Koenig/Vice-chairperson

Please note: Meeting minutes are not verbatim. Approved meeting minutes are the official record of the meeting.