RECORD OF PROCEEDINGS

Minutes of AUBURN TOWNSHIP ZONING COMMISSION—**REGULAR MEETING** Meeting

GOVERNMENT FORMS & SUPPLIES 844-224-3338 FORM NO. 10148

Auburn Township Administration Building

Held 11010 Washington Street October 27, 2022 20 1

**MEMBERS PRESENT**: JEFF PULSFORD, DENNIS BERGANSKY, CHAD CANFIELD

**MEMBER ABSENT:** SCOTT BROCKMAN, JASON WEIN, TED VAN HYNING

Both the Chairman and Vice-Chairman were absent. In their absence, the Regular Meeting of the Zoning Commission was called to order by Member Jeff Pulsford at 7:00 PM.

Sarah Mulleman took roll call. Members present were Dennis Bergansky, Chad Canfield, and Jeff Pulsford.

Members absent were: Jason Wein, Scott Brockman, Ted Van Hyning

Pledge of Allegiance was led by Chad Canfield.

David Dietrich was present at the meeting.

The members reviewed the minutes from the last meeting on October 13, 2022.

Mr. Pulsford asked if anyone saw anything that they did not agree with in the minutes,

Mr. Canfield indicated that he did not. Mr. Bergansky indicated that he was still reading.

Upon completion, there was a motion by Dennis Bergansky to approve the meeting minutes from the October 13, 2022, meeting. The motion was seconded by Chad Canfield. Vote: Pulsford, yes; Bergansky, yes; Canfield, yes. The motion passed.

Draft copies of the upcoming amendment, which the Commission has been working on, were handed out to the Board members so they had an idea of what the new amendment will look like.

The Commission continued with a couple of questionable items from the previous meeting that were on the Schedule of Uses.

A discussion took place regarding the Conditional Uses in the B-3 Zoning District. Based on feedback from the Zoning Inspector and David Dietrich, the commission was in agreement to leave them all as conditional uses.

A discussion took place regarding child care facilities in the B-2 zoning district. The Commission decided that a child care facility could be allowed as a conditional use in this district. The thought behind the decision was, a day care would have to be licensed by the State of Ohio and the State of Ohio does monitor day care centers. All agreed to change child care from NP to conditional.

The final version of the schedule of uses will be updated for the next meeting so members can review it.

A discussion took place regarding the proposed update regarding surveys as part of the zoning permit process. The history behind this request was explained to the Commission. It was also explained why the verbiage "may" was used instead of "shall". It was explained that a survey would only be required by the Zoning Inspector, if the proposed setback of a structure could not be accurately determined.

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A discussion took place regarding the change in lakes and pond setbacks in an industrial district. A change was made in the proposed request from "lot line" to road right-of-way. All members were in agreement.

The Commission then discussed the proposed drive-through requirements, the vehicle stacking issues and keeping the waiting vehicles off the main roads. Signage was suggested to be installed. Mr. Dietrich discussed the problematic areas in Bainbridge with drive-throughs.

Mr. Bergansky commented that law enforcement should be involved, which would be helpful in keeping vehicles off the roads.

A discussion took place regarding the stacking requirement being 16 spaces for restaurant drive-throughs.

Mr. Dietrich thought that 16 stacking spaces might be at the high end for this requirement; but if it is a conditional use it could be adjusted. The Commission discussed this in more detail and decided to leave it at the 16 space requirement.

A discussion took place regarding the additional verbiage of "Washington Street (CR 606). It was explained that we needed to differentiate Washington Street and Route 422.

The Commission was in favor of the proposed clarification, as presented, since it is identifying Washington Street with its county road number and since Washington Street is no longer a state route. Mr. Dietrich also commented that it is reinforcement in the remote possibility that this area is ever rezoned.

For the next proposed change, Jane Hardy explained that this change was necessitated so it would increase the time allowance that the Board of Zoning Appeals has to approve the meeting minutes after hearing a case. Currently the BZA has to approve meeting minutes within thirty (30) days and it will be changed to sixty (60) days. Ms. Hardy further explained, since the BZA meetings are held on the second Tuesday of the month, there are three months a year that the BZA has to schedule a special meeting to approve the minutes in a timely manner. Mr. Dietrich indicated that there is nothing against implementing this change.

Mr. Dietrich suggested adding the verbiage "a maximum sixty (60) days" so that the minutes and findings of fact for the case will be finalized for the appellant in a timely manner.

These proposed changes will be sent to Chardon for informal review.

There were no further comments or questions.

New updates to the zoning resolution were handed out to the commission members to update their zoning resolution.

The next meeting will be November 10, 2022.

It was noted that Mr. Pulsford will be leaving for Florida and will be back in March.

Members will discuss at the next meeting whether their first meeting in December will also be cancelled.

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**Motion by Chad Canfield to adjourn the meeting. The motion was seconded by Dennis Bergansky. Vote: Canfield, yes; Bergansky, yes; and Pulsford, yes. The motion passed.**

The meeting was adjourned.

Minutes submitted by:

Sarah C. Mulleman, Secretary

Minutes Approved on:

November 10, 2022

Jeff Pulsford, Acting Chairman