

Waterville Township Zoning Commission

at 7:30 pm. at the Waterville Township Hall on January 16, 2017

OFFICIALS

William J. Burkett
Thomas R. Wardell
Glenn A. Banas
Rich Hertzfeld
James Fischer

Property Standards/Asst. Insp., Vacant
Zoning Inspector, Eric H. Gay
Zoning Secretary, Jennifer L. Bingham

GUESTS

Keith Moosman, Trustee

ZONING COMMISSION 2017 ORGANIZATION

Ms. Bingham opened the Annual Organization meeting calling for nominations of Chairman of the Zoning Commission.

William Burkett made a motion to nominate Thomas Wardell as the Chairman for the Waterville Township Zoning Commission. Seconded by Glenn Banas.

Motion carried.

Glenn Banas made a motion to nominate William Burkett as the Vice Chairman for the Waterville Township Zoning Commission. Seconded by Rich Hertzfeld.

Motion carried.

This concludes the organization portion of the meeting.

ROLL CALL

Zoning Secretary, Jennifer Bingham, called the roll and all five 5 of the commission members were present: William Burkett, Thomas Wardell, Jim Fischer, Glenn Banas and Rich Hertzfeld.

AGENDA

The agenda for the January 16, 2017 meeting was reviewed. Mr. Burkett made a motion to approve the agenda. Seconded by Mr. Banas.

Motion carried.

MINUTES

The minutes for the September 19, 2016 minutes were reviewed and Mr. Burkett made a motion to approve the minutes with no additions, deletions and/or corrections. Seconded by Mr. Wardell.

Motion carried.

The minutes for the October 17, 2016 minutes were reviewed and Mr. Banas made a motion to approve the minutes as amended. Seconded by Mr. Hertzfeld

Motion carried.

The minutes for the November 21, 2016 minutes were reviewed and Mr. Burkett made a motion to approve the minutes as amended. Seconded by Mr. Hertzfeld

Motion carried.

CORRESPONDENCE

No correspondence.

Ms. Bingham mentioned to ability for the commission members to obtain a Waterville Township email address. Keith Moosman, Trustee said it was recommended. Ms. Bingham will coordinate with the Township's Webmaster to get email accounts. Members also mentioned the need to update the information on the Township's website. Ms. Bingham indicated she would work with the Webmaster to get the Zoning Commission information updated on the Township's website.

OLD BUSINESS

Mr. Burkett and Eric Gay presented the Lucas County Plan Commission's Staff Analysis on Mini Housing and Alternative Housing in Unincorporated Areas of Lucas County. Discussion followed. Based on the LCPC analysis, it was determined that the Township can regulate tiny houses due to existing Township standards for campgrounds. The members agreed that no further action was needed at this time.

NEW BUSINESS

Fallen Timber Community Church has been presented by the Lucas County Engineer's office for drainage slope easement related to the reconstruction of Noward Road. Michael Atherine, a representative for the Church has asked if there are any impacts to access for signing the easement. Mr. Burkett recommended that Mr. Atherine contact the County Engineer's office for clarification.

ZONING INSPECTOR'S REPORT

Mr. Gay reported 53 zoning permits were issued in 2016. No new zoning permits have been issued to date.

The last permits issued for 2016 included:

1. Permit #46-2016 – 7750 Dutch Road – Porch
2. Permit #52-2016 – 9261 S. River Road – Room Addition
3. Permit #53-2016 – 10947 Winslow Road - Shed

The Legends at Fallen Timbers Fairway has finalized its proposal to split the housing within existing township boundaries. Two houses will be assigned to Monclova, two will be assigned to Waterville and two will be assigned to Waterville Township. The plan will be presented to the County Commissioners for final approval.

Mr. Gay shared that Jim Anthony, owner of an irrigation business in the Township inquired about making an addition to one of his existing buildings. Mr. Gay advised Mr. Anthony that ay

plans would need to go to the architectural review committee. Mr. Gay spoke with Bill Harbart and confirmed the property is in the overlay district.

Mr. Gay met with Doug Parish, Planning/Design Engineer and Mike Melnyk, Environmental Specialist from the Lucas County Engineer's Office to discuss Stormwater utilities with regards to treatment of parking lots. Mr. Parish and Mr. Melnyk discussed the requirement of builders to file a Notice of Intent, with the Ohio Environmental Protection Agency if more than 1 acre of land is to be disturbed during a construction project. Mr. Parish and Mr. Melnyk discussed concerns that the Notice of Intent is not being properly filed in Ohio townships. Mr. Parish and Mr. Melnyk made a recommendation that Mr. Gay to deny zoning permits until the County Engineer's Office can review. Mr. Gay indicated that he has asked the County for some language that can be used on the Township website and in the Township newsletter. Mr. Gay also mentioned that he had spoke with Bill Brennan with the County about Township's responsibility in reviewing additional county requirements. Mr. Gay asked the commission members for their comments on how to proceed.

The Commission members agreed that the Zoning Inspector should communicate but will not monitor the issuance of Notice of Intents in these instances.

Mr. Gay inquired if the commission members thought about asking for a site plan for non-subdivision construction projects to help with drainage issues which arise the builder does not adhere to zoning standards for surface drainage. Mr. Gay mentioned that he would like to contact Mr. John Widmer to see if there is language that could be written as a text amendment. Mr. Burkett indicated he was willing to work on this with Mr. Gay and Mr. Widmer.

PROPERTY STANDARDS OFFICER'S REPORT:

Mr. Wardell asked Mr. Moosman if the Trustees had plans to replace the Property Standards Officer. Mr. Moosman confirmed that the Trustees intend to fill the position vacated by Jim Fischer but in the meantime, Mr. Gay will serve as Interim Property Standards Officer.

Mr. Gay had nothing to report.

MEMBER COMMENTS

Mr. Moosman shared a recommendation by Dawn Sanderson for retention of records. The commission reviewed the recommendation and Mr. Moosman will seek clarification from Ms. Sanderson.

Mr. Fischer asked are there any Special Permits for review in 2017 and what are the procedures for violations of Special Permit use. Mr. Gay recommended that a list of existing special use permits be provided at the next meeting of the Zoning Commission.

Mr. Burkett mentioned the County-Township Association meeting is scheduled for Friday, January 20, 2017 and indicated no one from the township has responded to attend. Mr. Burkett stated he could not attend.

ADJOURNMENT

There being no further business to be brought before the zoning commission, Mr. Banas made a motion to adjourn. Seconded by Mr. Hertzfeld

Motion carried.

The meeting was adjourned at 8:50 p.m.

Attested:

/s/Jennifer Bingham, Zoning Secretary

Commission:

*Thomas Wardell
William Burkett
Glenn Banas
James Fischer
Rich Hertzfeld*

Original on file