

# WATERVILLE TOWNSHIP ZONING BOARD MEETING

621 Farnsworth Road, Waterville, OH

April 15, 2019 – 7:00 p.m.

## Zoning Board Members

William Burkett  
Jim Fischer  
Shelly Hayes  
Rich Hertzfeld  
Thomas Wardell

## Township Trustees

Kyle Hertzfeld  
Brett Warner  
Duke Wheeler

## Fiscal Officer

Jennifer Bingham

## Alternate Keith Moosman

## Township Zoning Inspector

Vacant

## Township Property Standards Officer

Bob Long

## MINUTES

1. The meeting was called to order at 7:00 pm by Chairman Tom Wardell. All in attendance recited Pledge of Allegiance.
2. Board members in attendance were Jim Fischer, Shelly Hayes, Rich Hertzfeld and Tom Wardell. Also in attendance were Bob Long, Brett Warner and Patty Rupert.
3. Approval of Agenda – Shelly Hayes made the motion to approve the agenda as submitted. Rich Hertzfeld seconded. **Motion Carried**
4. Public Comments – BZA member Toby Miller was in attendance as an observer.
5. Review of Meeting Minutes - March 18, 2019 – Jim Fischer made the motion to accept the minutes as corrected. Rich Hertzfeld seconded. **Motion Carried**
6. Correspondence/Communications – All township files have been removed from Eric Gay's residence. Follow-up is needed on a few outstanding issues: 9525 Waterville Swanton Rd. (Innovative Excavating), 6331 N. River Rd. (any permits issued?), 11230 Stiles Rd. (No pool fence violation), 7645 Finzel Rd. (no pool fence violation has not been issued), Johns Manville Construction Trailer (BZA permit expires in June).
7. Zoning Inspectors Report – Jim Fischer has had a few phone calls already. One in particular was Pat Pilpher, 11418 Rt. 64 west of Whitehouse. House on non-conforming lot, wants to refinance. This property is grand-fathered in.
8. Property Standards Officer Report – Nothing to report.
9. Old Business
  - Update on Zoning Resolution: Jim Fischer reported John Widmer has examples of solar language. We will add this to next month's agenda. Currently wrapping up with Poggemeyer, then he will focus on us.
10. New Business – Patty Rupert reported she had a good side conversation with Jennifer Bingham (former secretary) at meeting earlier today. Better explanation of SUP's was given. Hopefully will get together soon to better learn her tracking system.

11. Special Use Permits Review – Due to transfer of zoning inspector files, going thru miscellaneous folders and preparing issues to follow-up on, no permits were ready for the review.
12. Trustee Comments
  - Village of Whitehouse and Waterville are revitalizing Joint Economic District. Waterville Township would like to consider appointing a representative to this board. Brett needs names. Overlay district reps can overlap.
  - A meeting was held earlier today at 5:30 pm to discuss Jim Fischer's appointment as interim Zoning Inspector. He will hold this appointment until December 31 or sooner when a replacement is appointed. He will need to resign from Zoning Board and Architectural Review Board. He has requested these seats be held for him. He is still a voting member of your board this evening as he still needs to be bonded to be official.
  - We are in the process of converting extra space at the Police station into a new Zoning Office. Our hope is to have dedicated hours a couple days a week. This would eliminate someone using their personal homes to administer township permits and handle other issues. Meetings would still be held at our current location.
13. Member Comments – None
14. Adjournment – Rich Hertzfeld made the motion to adjourn. Shelly Hayes seconded. **Motion Carried**

Meeting adjourned at 7:45 pm.

Next Meeting June 17, 2019