

WATERVILLE TOWNSHIP ZONING BOARD MEETING

621 Farnsworth Road, Waterville, OH

February 15, 2021

Zoom Meeting:

<https://us02web.zoom.us/j/88168245176?pwd=bjczRlZiMHZqYUlkZ0FRRVFraXYvUT09>

Meeting ID: 881 6824 5176 **Passcode:** 380613

Zoning Board Members

William Burkett
Shelly Hayes, Vice Chair
Rich Hertzfeld
Keith Moosman
Tom Wardell, Chair

Alternate Bob Long

Zoning Secretary

Patty Rupert

Township Trustees

Kyle Hertzfeld
Duke Wheeler
Vacancy

Deputy Fiscal Officer

Peggy Michael

Township Zoning Inspector

Jim Fischer

MINUTES

1. **Call to Order/Pledge of Allegiance** – Meeting was called to order at 7:00 pm by Chair, **Tom Wardell**. All those present joined in the Pledge of Allegiance.
2. **Roll Call – Board Members** in attendance were Shelly Hayes, Rich Hertzfeld, Keith Moosman, and Tom Wardell. Also in attendance were Jim Fischer, Zoning Inspector, and Patty Rupert, Zoning Secretary. Bill Burkett was absent.
3. **Approval of Agenda for February 15, 2021 – Keith Moosman** made the motion to adopt the agenda as submitted with no changes. **Shelly Hayes** seconded. **MOTION PASSED.**
4. **Public Comments** - None
5. **Review Meeting Minutes – January 18, 2021**
 - A. **Public Hearing** – Amendment to Previously Approved Planned Unit Development 6225 Waterville-Monclova Rd., Waterville Township – Z22-C133
Shelly Hayes made the motion to approve the minutes as submitted. **Rich Hertzfeld** seconded. **MOTION CARRIED.**
 - B. **Regular Zoning Board Meeting** (Includes Organization of the Board)
Keith Moosman made the motion to approve the minutes as submitted. **Shelly Hayes** seconded. **MOTION CARRIED.**
6. **Correspondence – Patty Rupert** – None.
7. **Zoning Inspectors Report – Jim Fischer**

Permit No. 002 – new home permit for Seneca Builders (spec. home)
8470 Glen Creek Lot 48, Plat 2, Coventry Glen
Waterville, Oh 43566
Agent – Karen Hensley Agent
Collected \$250.00 Ck. No. 10541

Permit No. 003 – new pond permit for Josh Spencer
11537 Waterville Swanton Road
Whitehouse, Ohio 43571

Collected \$300.00 Ck. No. 3970
Issued February 05, 2021
Permit No. 004 – new home permit for
Joshua and Jayne Bialecki
9358 Noward Road
Waterville, Oh 49566

Agent – Karen Hensley Agent (Seneca Builders)

Collected \$250.00 Ck. No. 10610+

01-29-2021 – I visited with Brian Gendaszck, 6359 Glen Stream, Coventry Glen, Waterville. He has surface water runoff issues with the neighbor's property causing standing water problems on his property. Advised it was a civil issue and not a zoning problem and I could not help.

Zoning Resolution Review – Jim Fischer announced **John Widmer** will not be joining us tonight, but will participate in our zoom meeting next month. Everyone is asked to review the latest packet of information he dropped off. The information would be

Tom Wardell asked Jim is he has had an opportunity to speak with Bill Harbert at the Lucas County Plan commission to discuss the differences between Special Use Permits and Conditional Use Permits. The Conditional Use Permit would still go to the plan commission for review and recommendations. However, the county commissioners would no longer hold a public hearing. The recommendations would come back to the Zoning Board who would schedule a public hearing. After our review, the approval gets turned over to the BZA rather than going to the trustees. A Conditional Use Permit eliminates two steps. Change in procedure and title from Special Use Permit. **Keith Moosman** suggested to add a flow chart, or approval steps in our zoning resolution to help users of this permit better understand the difference in procedures.

8. **Old Business – Special Use Permit Review – Patty Rupert** presented current list of active or questionable permits to the board for review. Board went thru the list and decided to archive the old list, and update the spreadsheet to only have the permits listed still needing review. Patty will look for missing information for a few permits not having the applicants name listed on the spreadsheet. Patty will send letters to current property owners to obtain information/feedback that their SUP is still active and recommendations are being followed. Discussion followed to ensure procedures are being followed by the board before any attempt is made to revoke or deem a permit inactive (due process). We need to make sure we contact our solicitor, John Borell if we have questions. Jim Fischer stated our current zoning regulation reads once a SUP is granted, the applicant has one year to initiate it's use. Remains active unless there is no activity for two years. This information will be included in letters to permit holders. Also included will be that the letter is just to update our records and that no violations or complaints have been received.

Zoning Resolution Review – Jim Fischer - Please review Section 12 from John Widmer (Signs). Also cover letter from October 19, 2020, cover sheet indicates Sections 13-19. He will be joining us at next month's meeting.

9. **New Business - None**
10. **Trustee Comments - None**
11. **Member Comments - None**

Adjournment – With no further business to discuss, **Keith Moosman** made the motion to adjourn. **Shelly Hayes** seconded. **MOTION CARRIED**

Next meeting March 15, 2021