

**WATERVILLE TOWNSHIP ZONING BOARD MEETING**  
**621 Farnsworth Road, Waterville, OH**  
**May 16, 2022 – 7:00 PM**

Zoning Board Members  
William Burkett  
Shelly Hayes, Vice Chair  
Bob Long  
Keith Moosman  
Tom Wardell, Chair

Alternate Jeanne Taylor

Zoning Secretary  
Patty Rupert

Township Trustees  
Kim Anderson  
Kyle Hertzfeld  
Julie Theroux

Fiscal Officer  
Catherine Vorst

Township Zoning Inspector  
Jim Fischer

<b>MINUTES</b>
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1. **Call to Order** - Meeting was called to order at 7:00 p.m. by Chair Tom Wardell. Everyone in attendance joined in the Pledge of Allegiance.
2. **Roll Call** - Those in attendance were Bill Burkett, Shelly Hayes, Bob Long, Keith Moosman, Tom Wardell, and Jeanne Taylor. Also in attendance were Zoning Inspector Jim Fischer and Zoning Secretary Patty Rupert.
3. **Approval of Agenda May 16, 2022** – Keith Moosman made the motion to accept the agenda. Bill Burkett seconded. **Motion Passed.**
4. **Review Meeting Minutes – April 18, 2022** – Bill Burkett made the motion to accept the minutes as corrected. Bob Long seconded. **Motion Passed.**
5. **Public Comments** - None
6. **Old Business - Zoning Resolution Review**  
  
Follow – Up Changes Marked up on April, 2022:  
  
295 Overlay District – Jim Fischer - First section of purpose and intent were fine. Jim rewrote to properly reflect Waterville Township boundaries.  
  
Solar – Shelly Hayes – Reviewed and came up with language. (New section 4.27 I). Bill Burkett has language). Add Parenthesis indicating (residential). Stand alone / conditional use. Added to use tables as appropriate.  
  
Ag Exempt – Add definition as defined by Ohio Revised Code. Add additional definition for Agricultural Buildings and Structures. (Page 192)  
  
Township Maps – Check to make sure The Stable was removed from Waterville Township boundaries. US24 being properly labeled. Old 24 being labeled Anthony Wayne Trail/CR53 as appropriate.  
  
Gun Range – Something needs to be listed so it will be a conditional use (per John Borrel, Solicitor for our township). Added to use table as line item. Jim Fischer will shoot definition to Bill Burkett.

Question came up as to whether or not the board is responsible to final editing, or John Widmer. Jim Fischer will defer this question to John Widmer as to whose responsibility it is. Jeanne Taylor and Patty Rupert are willing to work as a team if necessary.

7. **Correspondence – Patty Rupert**

Contacted Bill Harbert, Lucas County Plan Commission – Received beginning data for zoning fee schedules. Working on a spreadsheet to enhance the few fees listed on Plan Commission table. Will give us a good glance at neighboring townships for comparison when we are ready to review.

Called Jacob Barnes, Planning Director for Springfield Township. (Their information for zoning fees was not on the website.) He provided me with information. He let me know he has experience in helping other Townships in NW Ohio and across the State with Zoning Resolution Updating, Zoning Forms, Zoning Board Training Sessions, and Zoning Enforcement. May prove to be a good reference point. His contact information is as follows:

Jacob T. Barnes  
Springfield Township Planning Director  
<http://www.springfieldtownship.net/>  
7617 Angola Rd.  
Holland, Ohio 43528  
(419) 865-0239 ext 119

8. **Zoning Inspectors Report – Jim Fischer**

Permit No. 007 – home alteration permit (covered patio) for  
Joe Kotowski  
8543 Valley Gate, Coventry Glen  
Waterville, Oh 43566  
Issued 04-25-2022  
Collected \$125.00 Check No. 5728

05-16-2022 – I spoke with Rob Burkett who is a farmer on Dutch Road. He farms any farmable property for the owners of the Coventry Glen development and properties owned by Homes by Josh Doyle. The developers of Coventry Glen are opening their next plat and in doing so have cut off his access to farmable acreage which still has standing crops from last year. I suggested that he contact the developer, the construction foreman or the engineer. His questions to me were not zoning issues.

I'm still working on fee schedule suggestions. Patty has agreed to develop a spread sheet of fee schedules from surrounding townships for comparison purposes. I should have something to present next month on this topic.

9. **New Business**

Zoning Fee Schedule – See above notes from Patty & Jim

10. **Trustee Comments** - None

11. **Member Comments** - Jeanne will not be present at June, Bill will not be present.

12. **Adjournment** - With no further business to discuss, Keith Moosman made the motion to adjourn. Shelly Hayes seconded. **Motion Passed.**

Next meeting June 20, 2022

