

RECORD OF PROCEEDINGS

Danbury Township Zoning Commission

Minutes of

Meeting

BEAR GRAPHICS 800-925-8094 FORM NO. 10148

Held

December 4, 2019

The Danbury Township Zoning Commission was called to order at 6:30 p.m. at the Danbury Township Meeting Room by Vice-Chair, Michael Brown. The pledge of allegiance was recited and the roll call showed the following present: Mr. Michael Brown, Mr. Richard Kracer, Mr. Vito Kaminskas, Mr. Robert Strauss, Alternate, Ms. Susan Dress and Alternate, Mr. Jack McGrew. Ms. Jodi Kopanski was excused. Also present was Kathryn Dale, Zoning and Planning Administrator. There were no visitors present. Mr. McGrew, Alternate was seated in Ms. Kopanski's place.

Approval of the November 6, 2019 Regular Meeting Minutes

Mr. Strauss made a motion to approve the minutes for the November 6, 2019 regular meeting. Mr. McGrew seconded the motion. All Ayes. The motion carried.

Public Hearing

The Vice-Chair reviewed the procedures for the meeting and announced the application before the Commission this evening is a text amendment request. This Commission is a recommending body to the Board of Trustees. Staff will review what hearings have taken place regarding the application, but essentially this is the 2nd hearing of a 3-hearing process. Following our hearing this evening, our recommendation will be forwarded onto the Township Board of Trustees at their next regular meeting. Upon receipt of our action, the Trustees will establish when they will schedule a public hearing on this application. All notifications for our hearings are published in the Port Clinton News Herald 10 days prior to the hearing. Final action to approve or deny is made by the Board of Trustees. The Vice-Chair introduced the case.

ZC-2019-210

Text Amendments

Request to create new Section 2.3 dedicated to just Sign Definitions, create new Section 3.4 Use Matrix eliminating the need to have multiple pages dedicated to each zoning district and duplicating information, move the end of Article 3 (General Regulations) to Article 5, Alphabetize the uses & Sections of Article 4 & 5, add new Section 5.8 about Landscaping and Buffering, make Article 6 dedicated strictly to signage, combine old Article 6 & 7 into Article 7 regarding all processes and board duties. Danbury Township, Applicant.

The Vice-Chair asked if there was any member who would have a conflict and wished to abstain. There were none. The Vice-Chair asked for a motion to open the public hearing. Mr. Kracer made the motion, Mr. Kaminskas seconded the motion. All were in favor and the motion carried.

The Vice-Chair asked Ms. Dale the Zoning Administrator, to give the Commission an overview of this application. Ms. Dale shared that the Township is looking to convert our zoning resolution back to a typical document to get out from under the company we use who codifies it each year. The company charges us \$30.00 per page for any change (no matter how big or small) including any sequential changes that result on pages that follow. Per the agreement the Township has with the company, we are not allowed to use the graphics they created, the tabs on the sides of the pages or the same side-by-side column layout. The zoning resolution will remain interactive just like the last zoning resolution which links the Table of Contents and references to the correct page or regulation. All language is primarily the same but reorganized for better flow within the document. One new section has been added to address comments received as part of the 2017 Land Use Plan Update regarding landscaping & buffering of commercial properties within the Township.

Ottawa County Regional Planning Commission (OCRPC) was forwarded the proposed amendments on November 7, 2019 and held a hearing on November 19, 2019. Attached is OCRPC's decision letter recommending Approval as Presented.

Mr. Kracer stated there were a few times in the language that referred to the Zoning Inspector strictly as male. He suggested changing this throughout. Ms. Dress pointed out in Section 7.2, 3rd paragraph the word "with" was separated.

There was no one from the public who wished to speak.

The Vice-Chair asked for a motion to close the public hearing. Mr. Kaminskas made the motion, Mr. Strauss seconded the motion. All were in favor and the motion carried.

The Vice-Chair reviewed the decision criteria and the Commission deliberated.

Mr. McGrew made a motion to approve case ZC-2019-210, as presented herein with the suggested modifications and found that all Decision Criteria "i-v" of Section 7.6.7.A. of the Danbury Zoning Resolution are satisfied, and furthermore that the benefits of said request outweighs any potential pitfalls presented this evening. Mr. Kaminskas seconded the motion. The roll call vote was as follows: Mr. Kracer – yes; Mr. Strauss - yes; Mr. Kaminskas – yes; Mr. Brown - yes; Mr. McGrew - yes. All in favor, the motion carried 5-0. The Chair stated the Application has been recommended for **APPROVAL**.

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Old Business
There was none.

New Business
Ms. Dale shared that the next Zoning Commission meeting date falls on New Year's Day. The offices are closed that day and thus the meeting will be cancelled. When the Commission meets in February, they will hold their election of officers, receive updated rosters, zoning resolutions and the 2020 meeting schedule.

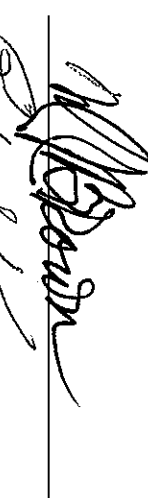


Other Business
Mr. Kracer shared that an attorney from Port Clinton has shared with him that a County organization has secured \$30,000 to survey the old railroad line for potential future use as a bike trail.

Reports and Communications from Members and Staff
Mr. Kamniskas shared that he will be gone from the end of December until Mid-April.
Public Comments Regarding Zoning Items Not on the Agenda.
There was none.

Adjournment
The Vice-Chair asked for a motion to adjourn. Mr. Kracer moved to adjourn the meeting and Mr. Strauss seconded the motion. All Ayes. The motion carried.

The meeting was adjourned at 6:50 p.m.


Kathryn A Dale
RECORDING SECRETARY

ZONING COMMISSION