

Zoning Commission Minutes August 16, 2018

1. Zoning Commission Meeting was called to order at 7:03pm. (Cass Chairperson).
2. Everyone stood for the Pledge of Allegiance.
3. Roll Call taken:
 - a. Cass Birchbauer
 - b. Stacey Hartman
 - c. Becca Maurer
 - d. Rick Shumaker
 - e. Jerry Hodge (may be out of town for work June, July, August)
4. Everyone was asked to turn off their cell phones or put them on vibrate. One resident video recorded the meeting (streamed live on Facebook).
5. AGENDA was previewed:
 - a. Opened with the **Business Portion** of our meeting - no public comments during that section.
 - b. Then **Public Input** portion of the meeting. Where public comments are welcome.
 - c. Then brief **Working Session** where the Public can stay and observe but not participate.

BUSINESS SECTION

6. Secretary, Becca Maurer, distributed **CORRECTED** minutes from our **July 19th meeting** which had a typo in it as a resident pointed out a week ago.
 - a. Motion was made to accept the **CORRECTED July 19th minutes** by Rick.
 - b. Seconded by Cass.
 - c. Roll Call vote taken:
 - i. Cass Birchbauer (affirmative)
 - ii. Stacey Hartman (abstained – was not present at July 19 meeting)
 - iii. Becca Maurer (affirmative)
 - iv. Rick Shumaker (affirmative)
 - v. Jerry Hodge (not present – out of town for work: hoping assignment will end in September)

Signed Meeting minutes are posted on the **new Sullivan Township Zoning Facebook page.**
7. Secretary, Becca Maurer, distributed the minutes from our Aug. 2nd meeting.
 - a. We will take them home to review them and approve them at the next meeting (Sept. 6th).
8. Items from prior meeting.
 - a. **CLEAN UP DAY:** Cass gave an update. Trustees agreed to fund up to ½ of the \$ 6,000 estimated cost. Cass sent letters out to 15 vendors asking for funding. Received potential commitments for \$ 2,000. Suggested we work for a Spring Clean Up Day and Cass will write ODNR grant (open October to February) so we have more time to plan.
 - b. **REGULATIONS ON LINE:** Cass went to Ashland. Was told by Maxine that we need to have the Trustees submit a letter for Maxine to take the 2015 copy from the <http://www.uslandrecords.com> website where it is housed from the official Records Department. Maxine needs to download it from there and put the link on the Ashland Planning website to replace the 2008 version.
 - c. **BLACK RIVER SCHOOL SUPPLY DONATION DRIVE:** Some on back table. Being collected by Brenda Kociuba. Reminder to bring more on Monday the 20th to the Trustee meeting.
9. Zoning Inspector, Marshall Goff – report. Wrote 3 house permits and 2 accessory permits. Question on 5 commercial lots sent to Ashland Planning.
10. Zoning Commission members for any open items? none

11. Motion made by Cass to adjourn Business Section and move to the Public Input Portion of the meeting at 7:20pm.
 - a. Seconded by Becca.
 - b. Roll Call vote taken:
 - i. Cass Birchbauer (affirmative)
 - ii. Stacey Hartman (affirmative)
 - iii. Becca Maurer (affirmative)
 - iv. Rick Shumaker (affirmative)
 - v. Jerry Hodge (not present – out of town for work)

PUBLIC INPUT SECTION

12. **SURVEY:** The Trustees have approved funding for a survey (thanks Becca for presenting to them). Cass handed out a 2nd version (edited since last meeting) of some topics and a format idea of the survey. The original one had very few, narrow topics. Feedback outside the meeting is we need it to be broader and more open ended so people can put what THEIR concerns are. Group discussed the 2nd draft. Cass will come back with 3rd draft that has more items on it (some people may not know what zoning does) and asks for “numerical importance” ranking. Would like to mail in September or October.

TASKS:

- a. Becca priced mailing postcards. 18 cents times 1,056 residents (about \$ 200)
 - b. Stacey will price with United Postal Service their charge to print the postcards.
 - c. Set mailing timeframe. Send out when? Return by when? Bring November 6th when they vote?
 - d. We discussed options at last meeting where to return:
 - i. See if AJ will let us put box at his store?
 - ii. Put in envelope and mail?
 - iii. Scan and send to sullivantwp@zoominternet.net? Becca to advise of new twp. email address.
 - e. Who will do the timeconsuming project of compiling all the data that comes back?
 - f. When can we tell the public we will publish the results? (late December / January)?
13. Stacey motioned to adjourn the Public Input portion of the meeting at 8:15pm and move into the Working Session.
 - a. Seconded by Rick.
 - b. Roll Call vote taken:
 - i. Cass Birchbauer (affirmative)
 - ii. Stacey Hartman (affirmative)
 - iii. Becca Maurer (affirmative)
 - iv. Rick Shumaker (affirmative)
 - v. Jerry Hodge (not present – out of town for work)

WORKING SESSION

14. At our first meeting On June 7th (after our initial organizational meeting May 17th), Cass brought up the need to understand our Comprehensive Plan. On page 6 of our Zoning—it confirms we fall under Ashland County’s Comprehensive Plan – Cass will get copies of that for all members. Since we have that as our foundation, we do not need a specific Sullivan Township Comprehensive Plan but we should review to make sure we are complying with it. Cass asked everyone as homework to bring back any concerns they see in our 2015 zoning book. Not including things we want “tightened up like defining junk”. Primarily anything that seems incorrect or may be a typo.
15. Cass asked members if there were any other topics to bring up before we adjourned the meeting. None
16. Becca motioned to adjourn the meeting at 8:18pm.
 - a. Seconded by Stacey.
 - b. Roll Call vote taken:
 - vi. Cass Birchbauer (affirmative)
 - vii. Stacey Hartman (affirmative)
 - viii. Becca Maurer (affirmative)
 - ix. Rick Shumaker (affirmative)
 - x. Jerry Hodge (not present – out of town for work)

