

## **Parkman Township Zoning Commission**

**January 22, 2013**

The meeting of the Parkman Township Zoning Commission was called to order at 7:06 p.m. January 22, 2013 by James Vaughan and seconded by Carlos Nieves. In attendance were Zoning Commission members-Carlos Nieves, Scott Villers, James Vaughan, Deborah Wilson, Leonard Hall, Paul Nalepa, and Zoning Secretary-Renee Patry.

New alternate member Paul Nalepa introduced himself to the members and was welcomed to the Zoning Commission. He was given a copy of the Zoning Resolution.

### **Approval of Minutes**

A motion was made by Carlos Nieves and seconded by Leonard Hall to approve the November 26, 2012 minutes as submitted. Motion carried unanimously.

### **Old Business**

- Secretary-Renee Patry gave members a packet including Geauga County Planning Commission Model definition of Agriculture, definition of Ordinance and Resolution, and email-correspondence question regarding utility buildings from the Zoning Inspector.
- Utility Building Amendment 2012-1-The Zoning Inspector had a question regarding the new utility building regulation effective November 16, 2012. He was unsure if he was required to issue a permit for the utility buildings. His concern was that if he does not issue a permit it would be difficult to track the size, boundaries and the amount of utility buildings. The regulation is in section 402.10 Permitted Buildings Structures and Uses. The Zoning Committee discussed the regulation and agreed their intent was not to require a permit. It was decided no changes were needed for the regulation at this time.
- Carlos Nieves asked for an update on the latest Appeals heard by the Board of Zoning Appeals. Secretary-Renee Patry updated the Board on the recent Appeals heard by the Board of Zoning Appeals.
- Zoning Resolution-The Board reviewed the progress of the Zoning Resolution Book. Renee Patry submitted a copy of the proposed new book. The book was reviewed and an electronic PDF copy will be sent to the members for further review, one week after it

has been sent if there are no revisions needed hard copies can be made. The Board also requested a Table of Contents, or index be added to make the book more user friendly for residents. Renee Patry-Secretary will check with the Geauga Planning Commission to see if an amendment would be needed for this. The Board also suggested that when the document is placed on the web site it be placed on separate sections so when revisions are made only the section with the revision would have to be updated. The Board discussed document control or keeping the old documents and revisions and when revisions were made dates should be at the bottom of the pages to indicate when the new regulation takes effect. It was also suggested that a section of forms used by the Zoning Inspector may be helpful to the residents and possibly could be included in the web version of the document.

### **New Business**

- Chairman and Vice-Chairman-A motion was made by James Vaughan and seconded by Deborah Wilson to nominate Carlos Nieves for Chairman of the Zoning Commission and Scott Villers for Vice-Chairman of the Zoning Commission. Motion carried unanimously.
- The next meeting of the Zoning Commission will be February 26, 2013. The Committee plans to revisit Conservation Open Space Development.

### **Adjournment**

A motion was made by Scott Villers and seconded by Leonard Hall to adjourn the meeting at 8:55 p.m. Motion carried unanimously.

Respectfully Submitted,

Approved,

Renee Patry

Carlos Nieves

Zoning Secretary

Chair