

**BURTON TOWNSHIP ZONING COMMISSION**  
**MEETING MINUTES**

**Date: January 24, 2011**

**Time: 8:00 pm**

**Place: Burton Township Administration Building**

**Purpose: Organizational/Quarterly Meeting**

**Board Members: Steve Patterson - present, Ron Weese - present, Tony Slak - present, Tim Snyder - absent, Nick Gorris - present, Nance Szorady, alternate - present, Scott Ronyak, alternate - absent.**

**The meeting was called to order by Patterson at 8:05 pm.**

**Patterson announced a new alternate, Nance Szorady, who will be sitting in for Tim Snyder in his absence for this meeting.**

**Minutes of November 8, 2010:**

**Weese made a motion to approve the minutes as written. Patterson seconded. All in favor. None opposed.**

**Patterson made the recommendation that Nick Gorris be appointed from an alternate to a permanent member of the Board. Discussion ensued about possible candidates for the positions of Chairman and Vice Chairman.**

**Weese made a motion to appoint Steve Patterson as Chairman of the Board. Slak seconded. All in favor. None opposed.**

**Weese also made the motion to appoint Nick Gorris as Vice Chairman. Slak seconded. All in favor. None opposed.**

**The next topics discussed were the day(s) of the month and time schedule for upcoming meetings. It was decided that meetings will take place on the 2<sup>nd</sup> and 4<sup>th</sup> Mondays of each month, with the 4<sup>th</sup> Monday being scheduled on an as needed basis. The meeting time will be at 8:00 pm.**

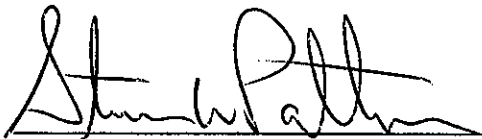
A discussion was held regarding the important issues which need to be addressed in 2011. Items on the agenda include: windmills, fencing, junk vehicles, signs, and lighting.

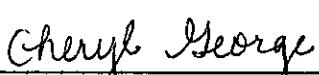
Weese suggested that signs be the first item tackled in 2011. Discussion followed, and everyone agreed that further research will be needed, and that the design and types of signs that are permitted in the township should be the first issue addressed in the new year.

The next meeting was set for February 14<sup>th</sup>, 2011 at 8:00 pm.

There being no further business, Weese made a motion to adjourn. Gorris seconded.

The meeting was adjourned at 8:50 pm.

  
Chair \_\_\_\_\_ Date 3-14-11

  
Secretary \_\_\_\_\_ Date 3/14/11

**BURTON TOWNSHIP ZONING COMMISSION**  
**MEETING MINUTES**

**Date: February 14, 2011**  
**Time: 8:00 pm**  
**Place: Burton Township Administration Building**  
**Purpose: Work Session**

**Board Members: Steve Patterson, Chairman - present, Nick Gorris, Vice Chairman - present, Ron Weese - present, Tony Slak - absent, Tim Snyder - present, Nance Szorady, alternate - present, Scott Ronyak, alternate - absent.**

**Also in attendance: Joanne George, Assistant Zoning Inspector.**

**The meeting was called to order by Patterson at 8:00 pm.**

**Minutes of January 24, 2011:**

**Gorris suggested that the wording in the minutes be slightly revised, and re-written as follows:**

**“Patterson announced a new alternate, Nance Szorady, who will be sitting in for Tim Snyder in his absence for this meeting.”**

**Gorris made a motion to amend the minutes as written. Patterson seconded. All in favor. None opposed.**

**Patterson announced that the first order of business is to tackle the sign issue.**

**Weese suggested that the board members look at the original code, and compare with the proposed changes he made to Article VII - Signs. He recommended that the language in several sections be changed.**

**Patterson stated that the board should first start with the issue of setback requirements. He read aloud Section 710 which states that ground signs should have a minimum setback of forty (40) feet from the road center line or side lot line.**

**Weese suggested that 40 feet from the road center line is not far enough.**

**A discussion was held, and board members reviewed Munson and Bainbridge Township requirements to compare with Burton Township requirements**

**Gorris suggested that the language in Section 710 should be revised, omitting "road center line" and replacing the language with "front lot line." He also indicated that telephone poles are a good indication of where the right-of-way line is, and that signs must be outside of the clear-zone.**

**Further discussion ensued. Everyone agreed that ten (10) feet from the front lot line, or twenty-five (25) feet from the side lot line seems like reasonable distances and appropriate language to be written in the code, but further research will need to be completed before a final recommendation is made.**

**The next topics discussed were the design and types of signs which are permitted in the township. A discussion ensued about several codes within Sections 700-702. After much discussion, preliminary revisions were made to the language within these sections which is more specific regarding what is required.**

**Weese said that he would e-mail the proposed revisions to Article VII which were discussed at this meeting to the Secretary. Secretary will make copies for the board members to review at the next meeting.**

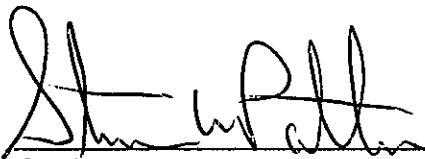

**Gorris stated that he would e-mail revisions for the R-1 designation to the Secretary as well.**

**Gorris also spoke on behalf of the former Secretary, Carol Varga, who sent an e-mail thanking everyone and wishing all of the board member well.**

The next meeting was set for March 14<sup>th</sup>, 2011 at 8:00 pm.

There being no further business, Weese made a motion to adjourn. Gorris seconded.

The meeting was adjourned at 9:32 pm.

	3-14-11		3/14/11
Chair	Date	Secretary	Date

**BURTON TOWNSHIP ZONING COMMISSION**  
**MEETING MINUTES**

**Date: March 14, 2011**  
**Time: 8:00 pm**  
**Place: Burton Township Administration Building**  
**Purpose: Work Session**

**Board Members: Steve Patterson, Chairman - present, Nick Gorris, Vice Chairman - present, Ron Weese - present, Tony Slak - present, Tim Snyder - absent, Nance Szorady, alternate - absent.**

**The meeting was called to order by Patterson at 8:00 pm.**

**Minutes of February 14, 2011:**

**Gorris made a motion to approve the minutes as written. Slak seconded. All in favor. None opposed.**

**The first topic discussed was Article VII - Signs. The board members reviewed the proposed revisions Weese made to the code. Discussion followed, and several adjustments were made. Weese suggested that the Secretary complete the editing and bring to the next meeting.**

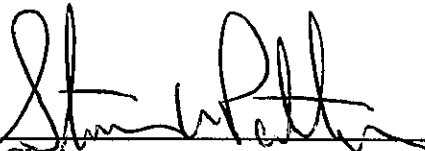
**Gorris submitted his recommendations for zoning requirements for existing residential lots less than 3 acres. A work session ensued, and preliminary changes were made to the language in Article IV. Gorris said that he will complete the editing and bring to the next meeting.**

**Patterson stated that he is a new member of the Berkshire Community Planning Association. He asked if another member of the Zoning Commission would be interested in becoming an alternate member of the BCPA. Gorris volunteered. Patterson announced that the next BCPA meeting is scheduled for May 12<sup>th</sup> at 7:00 pm at the Berkshire Board of Education Building.**

The next Zoning Commission meeting was set for April 11, 2011 at 8:00 pm.

There being no further business, Weese made a motion to adjourn. Slak seconded.

The meeting was adjourned at 9:20 pm.

  
Chair \_\_\_\_\_ Date 4-11-11

  
Secretary \_\_\_\_\_ Date 4/11/11

**BURTON TOWNSHIP ZONING COMMISSION**  
**MEETING MINUTES**

**Date: April 11, 2011**

**Time: 8:00 pm**

**Place: Burton Township Administration Building**

**Purpose: Work Session**

**Board Members: Steve Patterson, Chairman - present, Nick Gorris, Vice Chairman - present, Ron Weese - present, Tony Slak - present, Tim Snyder - present, Nance Szorady, alternate - absent.**

**Also in attendance: Joanne George, Assistant Zoning Inspector.**

**The meeting was called to order by Patterson at 8:05 pm.**

**Minutes of March 14, 2011:**

**Weese made a motion to approve the minutes as written. Slak seconded. All in favor. None opposed.**

**Bob Johnson, Broadwood resident, arrived at the meeting at 8:10 pm to discuss the issue of junk vehicles. He inquired about the possibility of adding language to the present code which would regulate the parking of junk cars in residential lots.**

**Slak mentioned that he has reviewed the issue, and stated that junk vehicles are a complaint-driven issue which is regulated by the Zoning Inspector(s).**

**Joanne George confirmed that the courts are now clamping down on violators. Further discussion ensued, and Joanne George advised Mr. Johnson that the Zoning Inspector will send another letter to the Broadwood residents who are in violation.**

**Mr. Johnson thanked the board members for their time and help regarding the issue. He departed the meeting at 8:15 pm.**

**The next topic discussed was Article VII - Signs. The board members reviewed the editing Weese made to the code. It was determined that the revisions to Article VII- Signs looked good. Signs will be tabled until the Board is ready for final submission.**



Weese suggested that each board member learn how to edit Microsoft Word documents for future changes.

Gorris stated that he could show everyone various computer applications which will be helpful to the Zoning Commission. An informative computer meeting was scheduled for Monday, April 25 at 7:00 pm for all board members who wish to attend.

The next issue discussed was fences. A work session ensued, and preliminary changes were made to the code. It was determined that Weese would research appropriate language to be written in Section 402.3-C: numbers 5 & 7. He will also reword number 6. Weese requested that the Secretary contact Rob Pealer - Zoning Inspector, for his input regarding the changes to fencing zoning. After speaking with Pealer, Weese stated that he will complete the editing to Article IV and send to the Secretary.

Patterson asked if there was any new business to discuss. Slak suggested that the board think about adding a definition for collectible vehicles to Article II.


Patterson stated that he will look into the issue of down-lighting and bring his findings to the next meeting. He also reviewed which board member is responsible for researching the next topics to be discussed at the next meeting: Ron Weese – fences, Tony Slak – collectible vehicles, Steve Patterson – down lighting.

The Secretary is to send an e-mail notice to all board members on 4/23/11 to remind everyone of the computer meeting to be held with Nick Gorris on Monday, April 25, 2011 at 7:00 pm.

The next Zoning Commission meeting was scheduled for Monday, May 9, 2011 at 8:00 pm.

There being no further business, Weese made a motion to adjourn. Gorris seconded.

The meeting was adjourned at 9:20 pm.

	5-13-11	Cheryl George	6/13/11
Chair	Date	Secretary	Date

**BURTON TOWNSHIP ZONING COMMISSION**  
**MEETING MINUTES**

**Date: May 9, 2011**  
**Time: 8:00 pm**  
**Place: Burton Township Administration Building**  
**Purpose: Work Session**

**Board Members: Steve Patterson, Chairman - present, Nick Gorris, Vice Chairman - present, Ron Weese - present, Tony Slak - present, Tim Snyder - present, Nance Szorady, alternate - absent.**

**Also in attendance: Rob Pealer - Zoning Inspector, Joanne George - Assistant Zoning Inspector.**

**The meeting was called to order by Patterson at 8:00 pm.**

**Minutes of April 11, 2011:**

**Snyder indicated that the minutes incorrectly stated that he reviewed the issue of junk vehicles. Rather, the minutes should indicate that Tony Slak reviewed junk vehicles. Gorris made a motion to amend the minutes as written. Weese seconded. All in favor. None opposed.**

**Gorris then asked if letters were mailed to the neighbors of Bob Johnson, Broadwood resident, regarding the junk vehicle violations. Rob Pealer and Joanne George confirmed that letters were sent.**

**Patterson inquired about unfinished business.**

**Weese confirmed that signs are tabled until the cross-referencing is completed.**

**The next topic discussed was fences. A work session ensued, and several fencing issues were discussed including height, topography, and building materials. Snyder suggested adding language to the code to say: "built out of material typically used to construct fences." Further discussion ensued. All were in agreement that this language would be beneficial to the fencing code. Weese will complete the new wording to fences and bring to the next meeting.**

Patterson moved on to new business – down lighting. Questions were asked, and Pealer gave valuable input to the Board regarding lighting issues in Burton Township. After further discussion, it was determined that more research is still needed. Patterson will bring additional information on illumination to the next meeting.

It was determined that the Secretary will now start e-mailing the monthly Zoning Commission meeting minutes to Rob Pealer for his review and input on the various issues being addressed by the Board.


Patterson then reviewed the items on the agenda to be discussed at the next meeting: lighting and existing residential lots less than three (3) acres.

Weese suggested that fencing be completed at the next meeting. Patterson stated that he would like to see down-lighting completed at the next meeting as well.

The next meeting was scheduled for Monday, June 13, 2011 at 8:00 pm.

There being no further business, Gorris made a motion to adjourn. Patterson seconded.

The meeting was adjourned at 9:25 pm.

	6-13-11	Cheryl George	6/13/11
Chair	Date	Secretary	Date

**BURTON TOWNSHIP ZONING COMMISSION**

**MEETING MINUTES**

**Date:** June 13, 2011

**Time:** 8:00 p.m.

**Place:** Burton Township Administration Building

**Purpose:** Quarterly Meeting

**Board Members:** Steve Patterson – present, Nick Gorris – present, Ron Weese – present, Tony Slak – present, Tim Snyder – present, Alternate Nance Szorady – absent.

**Also in Attendance:** Joanne George – Assistant Zoning Inspector.

The hearing was called to order at 8:05 p.m. by Chairman Patterson.

Minutes of May 9, 2011:

Gorris made a motion to approve the minutes as written. Slak seconded. All in favor. None opposed. Motion carried.

SP

Patterson asked the Board if there was any old business to address.

A discussion began regarding Article IV, Section 403.8.C – Illumination. Gorris suggested that the Board review Section 403.9 in the previous Zoning Resolution.

Patterson read aloud Newbury Township's illumination plan.

A work session ensued. Several topics were discussed: down-lighting, light meters, cut-off range, spillage & glare, light pollution, and hours of operation for illuminated signs.

Joanne George stated that Kent State University constructed an illuminated sign without obtaining a permit, and the sign does not meet zoning requirements. But, after the fact, KSU asked and received a variance. The variance was granted so that they would not have to remove the sign and all of the stonework that was installed. The Board did put some conditions on the times of operation and the brightness. She thinks that Kent State turns their sign off at 10:00 p.m.

Gorris stated that he will bring the previous Zoning Resolution to the next meeting to discuss illumination further.

Patterson tabled lighting until the next meeting. He stated that the Boards' homework is to look up other township lighting resolutions, and e-mail to him.

The next topic discussed was windmills. Slak said that he had information on windmills. He will bring the information to the next meeting.

The Board moved on to the topic of fencing. A discussion ensued regarding fencing around swimming pools. Weese stated that he and Patterson will need to get together on this subject to further investigate the issue.

Gorris asked where the Board stands on the issue of setbacks for lots less than 3 acres. He passed out his proposal from October 11, 2010. Gorris explained his reasoning behind his recommendations.

A work session ensued.

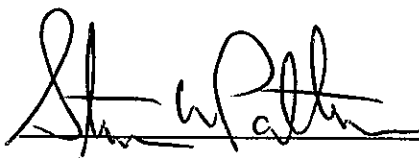
It was determined that everyone was in agreement of creating a new setback requirement for lots less than 3 acres. Now, it is the size of accessory buildings that is the issue.

Patterson suggested that the Board table lots less than 3 acres until the next meeting. He then reviewed the topics to be addressed at the next meeting: fencing, lighting, signs, windmills, and lots less than 3 acres.

The next meeting was set for September 12, 2011 at 8:00 p.m.

Weese made a motion to adjourn. Snyder seconded.

The meeting was adjourned at 9:40 p.m.

 9-12-11

Chairman

Date

 9/12/11

Secretary

Date

**BURTON TOWNSHIP ZONING COMMISSION**  
**MEETING MINUTES**

**Date: September 12, 2011**

**Time: 8:00 p.m.**

**Place: Burton Township Administration Building**

**Purpose: Quarterly Meeting**

**Board Members: Steve Patterson – present, Nick Gorris – present, Ron Weese – present, Tony Slak – present, Tim Snyder – present, Alternate Nance Szorady – present, Alternate Nick Miller - present.**

**Also in Attendance: Joanne George – Assistant Zoning Inspector.**

**The hearing was called to order at 8:02 p.m. by Chairman Patterson.**

**Minutes of June 13, 2011:**

**Gorris made a motion to approve the minutes as amended. Snyder seconded. All in favor. None opposed. Motion carried.**

**Patterson asked the Board if there was any old business to address.**

**Weese suggested that a time frame be determined for the various issues that the Board is working on.**

**Gorris suggested that a draft be ready to submit to the Trustees by the end of the year.**

**A discussion ensued. Patterson reviewed the topics to be addressed: signs, lighting, fences, windmills, and setbacks for accessory buildings.**

**Patterson stated that the Board needs a consensus on lighting, and that he and Weese will be working together on fencing.**

**Slak said that he is working on windmills.**

**Gorris said that he is working on setbacks.**

**Weese stated that he would like to see setbacks for junk vehicles incorporated into the Zoning Resolution.**

Gorris suggested that the Board tackle finalizing one issue at a time.

Patterson asked if signs could be completed at the next meeting.

Weese said that there may be a minor change to his previous draft, and that the reference numbers need to be checked. Finalizing signs at the next meeting should not be a problem.

Gorris said he will bring a digital draft of signs to the next meeting as a back-up to Weese. He will also bring setbacks in the final format to the next meeting as well.

Patterson stated that he would like to finish lighting and the use of cut-offs at the next meeting, too.

Patterson asked that everyone look over Article IV, as well as other township resolutions, and bring their findings to the next meeting.

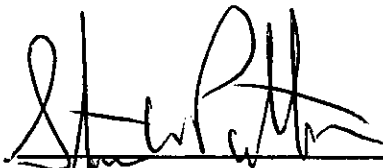
It was determined that the Board will meet the 2<sup>nd</sup> Monday of the month until further notice. If needed, the Board will meet on the 4<sup>th</sup> Monday of the month as well. A date of September 26, 2011 at 7:00 p.m. was set for the next Zoning Commission meeting.

Patterson then moved on to new business. He suggested that the Board look into outdoor wood burning furnaces as an issue to be addressed in the future. Wood burners are getting more popular. The smoke emitted by the burners can be bothersome to neighbors. He suggested setback requirements be written into code.

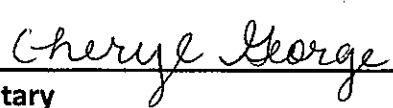
Patterson also suggested that the Board look into solar panels and bio-mass. A discussion ensued about these topics. Gorris said that he will do some research on bio-mass.

There being no further business, Weese made a motion to adjourn. Snyder seconded. All in favor. None opposed.

The meeting was adjourned at 8:40 p.m.

  
Chairman

9-26-11  
Date

  
Secretary

9/26/11  
Date

**BURTON TOWNSHIP ZONING COMMISSION**  
**MEETING MINUTES**

**Date: September 26, 2011**

**Time: 7:00 p.m.**

**Place: Burton Township Administration Building**

**Purpose: Work Session**

**Board Members: Steve Patterson – present, Nick Gorris – present, Ron Weese – absent, Tony Slak – absent, Tim Snyder – absent, Alternate Nance Szorady – absent, Alternate Nick Miller - present.**

**Also in Attendance: Joanne George – Assistant Zoning Inspector, Jim Dvorak – Township Trustee.**

**The hearing was called to order at 7:06 p.m. by Chairman Patterson.**

**Patterson indicated that Nick Miller will be sitting in for Ron Weese for this meeting.**

**Minutes of September 12, 2011:**

**Gorris made a motion to approve the minutes as written. Miller seconded. All in favor. None opposed. Motion carried.**

**Gorris asked Jim Dvorak if the Zoning Commission could start receiving copies of the Trustees meeting minutes.**

**Dvorak replied, yes.**

**Patterson moved on to old business. He read aloud the email sent from Weese regarding General Requirements for Illuminated Signs, and reviewed the overall changes Weese made to Section 700 - Signs. A work session ensued. Several changes were made:**

- **700.A.1 will be moved to 700.A.6.**
- **The last sentence in 700.A.6 will be removed.**
- **Add back the word "temporary" in Section 710 verbage.**
- **Corrections to Section 704 A.5: "30 days" is correct, "14 days" is incorrect.**
- **Change Section 711 to read: "10 feet from front lot line."**



Gorris also mentioned that a few more formatting issues need to be addressed in Section 700 – Signs.

Patterson tabled Signs until the next meeting.

The next topic on the agenda was Illumination. Patterson stated that the Board needs to work on definitions for down-lighting and the use of cut-offs. It was determined that an updated draft of Illumination will be emailed to the Secretary to send to the other Board members for review.

The next topic discussed was Minimum Setbacks for lots less than 3 acres. Gorris showed his proposed changes to Section 402.7 – Minimum Setbacks. A work session ensued. It was determined that Gorris will come up with new verbage for this section, and bring to the next meeting.

Patterson moved on to new business. He read aloud Slaks' email indicating Parkman Townships' referendum to repeal their township zoning. He asked that the Board look into this situation further, and bring their findings to the next meeting.

Gorris showed the Board a hand-out from the Trustee's regarding Driveways. The Trustees requested that the Board look into this. He also stated that the Trustee's would like the Zoning Secretary to start emailing the Zoning Commission meeting minutes to them. Shelley McDermott will email the Trustee's meeting minutes to the Zoning Secretary as well. It was determined that she will also provide the Zoning Secretary with the past 3 months of Trustee's meeting minutes for the Zoning Commission to review.

Gorris inquired about documentation from the Zoning Commission to the Trustee's. Should the old verbage have a strike-through, and new verbage be in bold and/or italics? Should color be used to indicate changes?

Joanne George indicated that, in the past, documentation was submitted to the Trustees with a strike through the old verbage, and the new verbage in bold.

It was determined that documentation submitted to the Trustee's will have a strike through the old verbage, and new verbage will be in italics and bold. No color.

There was a discussion regarding meeting attendance of the Board members. Patterson requested that the Secretary be sure to have a response from each Board member as to his or her attendance for each meeting. This way, there will be no question as to who will or will not be attending each meeting.



**BURTON TOWNSHIP ZONING COMMISSION**  
**MEETING MINUTES**

**Date: November 14, 2011**

**Time: 7:00 p.m.**

**Place: Burton Township Administration Building**

**Purpose: Quarterly Meeting**

**Board Members: Steve Patterson – absent, Nick Gorris – present, Ron Weese – present, Tony Slak – present, Tim Snyder – absent, Alternate Nance Szorady – absent, Alternate Nick Miller - present.**

**The hearing was called to order at 7:02 p.m. by Nick Gorris – Interim Chairman.**

**Gorris indicated that he will be sitting in as Interim Chairman for Steve Patterson until further notice.**

**Minutes of September 26, 2011:**

**Miller made a motion to approve the minutes as written. Gorris seconded. All in favor. None opposed. Motion carried.**

**Gorris began the meeting by suggesting that a timeline be set for the items the Board wishes to accomplish. He wants a date to be set for everything to be completed to submit to the Trustees.**

**Weese mentioned that a completed body of work must be sent to the Planning Commission first. There is a certain timeline and procedure that must be followed in order to do this. Joanne George – Assistant Zoning Inspector, will have this information.**

**It was determined that the Secretary will follow-up with Joanne to obtain this information. The Secretary will type and email the information to the Board.**

**Gorris reviewed the items on the agenda: fences, setbacks, signs, wind, junk cars, and parking of commercial vehicles. Solar is just being developed, and will be addressed in the upcoming year.**

**A work session ensued. Fences, setbacks, signs, wind, and junk cars will be ready by December 12, 2011.**

It was determined that junk cars is more of an enforcement issue. New verbage regarding collectors vehicles should be added to the code.

It was determined that new verbage for wind can be written the same way as Auburn Townships' model.

Gorris indicated that Tim Snyder has been working on parking of commercial vehicles. A date of January 8, 2012 was set for completion.

Weese requested that the Secretary ask Snyder to email his notes regarding commercial vehicles. The Secretary will then forward Snyder's notes to the other Board members.

Regarding lighting, Gorris said that he will follow-up with Steve Patterson on this issue. He set a date of January 8, 2012 for completion.

The next topic discussed was driveways. The Board reviewed the information submitted by the Trustees. A work session ensued.

It was determined that there will be no changes to the current code regarding driveways.

Weese asked the Secretary to type a letter to the Trustees indicating that the Zoning Commission has reviewed the driveway issue. The Secretary will type a draft, then email to Gorris for his approval prior to sending to the Trustees.


Gorris asked the Secretary to inquire with Shelley McDermott about adding email addresses and updated phone numbers to the Burton Township Roster.

Gorris then moved on to new business: gas lines. A work session ensued. It was determined that this issue will be further addressed at a future meeting.

A date of December 12<sup>th</sup>, 2011 at 7:00 p.m. was set for the next Zoning Commission meeting.

There being no further business, Slak made a motion to adjourn the meeting. Weese seconded. All in favor. Motion carried.

The meeting was adjourned at 8:00 p.m.

  
\_\_\_\_\_  
Chairman

*12/12/11*  
\_\_\_\_\_  
Date

*Cheryl George*  
\_\_\_\_\_  
Secretary

*12/12/11*  
\_\_\_\_\_  
Date

**BURTON TOWNSHIP ZONING COMMISSION**  
**MEETING MINUTES**

**Date: December 12, 2011**

**Time: 7:00 p.m.**

**Place: Burton Township Administration Building**

**Purpose: Work Session**

**Board Members: Steve Patterson – absent, Nick Gorris – present, Ron Weese – present, Tony Slak – absent, Tim Snyder – absent, Alternate Nance Szorady – absent, Alternate Nick Miller - present.**

**Also in attendance: Joanne George - Assistant Zoning Inspector**

**The meeting was called to order at 7:02 p.m. by Nick Gorris – Interim Chairman.**

**Minutes of November 14, 2011:**

**Weese made a motion to approve the minutes as written. Miller seconded. All in favor. None opposed. Motion carried.**

**Gorris began the meeting by passing out a Meeting Agenda to each Board member. The agenda outlined the topics to be addressed at this meeting.**

**The first item on the agenda was fences. A work session ensued. It was determined that the wording: "used to mark or establish boundary lines" will be omitted from Section 402.3.C.3. The word "office" will be omitted from Section 402.3.C.6. These changes will be completed by January 16, 2012.**

**Gorris then asked Joanne George to explain the process which must be followed when submitting the Zoning Commission's recommended Resolution changes to the Trustees and the Planning Commission. Joanne explained the procedures, and provided an informational flow sheet which outlines the procedures step-by-step.**

**Gorris moved on setbacks of lots less than 3 acres. A work session ensued. It was determined that the proposed R-1 verbage will be eliminated. In ~~its~~<sup>ITS</sup> place, a new Section, 402.7.B. will be added. In this Section, the code will read as follows: "For existing lots less than 3 acres, set-back shall be as follows:" Boxes indicating the required set-back measurement will appear below.**

The next topic discussed was junk cars. The Board agreed that new verbage must be added to the code which addresses collector cars. Gorris indicated that he will follow-up with Tony Slak regarding this issue.

Gorris moved on to signs. He indicated that he re-formatted the previous recommendations. Joanne George gave her suggestions on how to correctly format, based on her knowledge. Gorris said that he will re-format again.

Parking of commercial vehicles was the next topic discussed. Gorris indicated that he needed to review Tim Snyder's email regarding this topic. Gorris tabled commercial vehicles until the next meeting.

Regarding wind, the Board agreed to use Auburn Township's model as the new verbage for the Burton Township Resolution.

Weese said that he will do some research on solar, and email his findings to Gorris.

Gorris requested that the Secretary contact the Planning Commission to obtain a schedule of the Commission's meeting dates.

Gorris moved on the new business. Dan Whiting requested that the Zoning Commission look into a new building which was built near the corner of Aquilla Rd. and Butternut Rd. Is there new verbage which can be written into the Resolution which could prevent this type of situation from happening again? A work session ensued. It was agreed that this topic will be further addressed at the next meeting.

The next meeting was set for January 16<sup>th</sup>, 2012 at 7:00 p.m. The meeting will be a Quarterly and Organizational meeting to determine the new officers for 2012.

There being no further business, Weese made a motion to adjourn. Miller seconded. All in favor. None opposed. Motion carried.

The meeting was adjourned at 8:29 p.m.

  
\_\_\_\_\_  
Chairman

1/16/2012  
\_\_\_\_\_  
Date

Cheryl George  
\_\_\_\_\_  
Secretary

1/16/12  
\_\_\_\_\_  
Date