

# **BURTON TOWNSHIP ZONING COMMISSION**

## **Meeting Minutes**

14821 Rapids Road | Burton, OH 44021 | 440.834.1500

Date: January 14, 2013

Time: 7:00 p.m.

Location: Burton Township Administration Building

Purpose: Organizational Meeting/Work Session

Board Members: Chairman Nick Gorris – present, Vice Chairman Tim Snyder – present, Ron Weese – present, Nance Szorady – present, David Carr – present, Alternate Alan Skowron – present, Alternate Nick Miller – present.

Also in attendance: Jim Dvorak – Township Trustee, Robert Varga – Zoning Inspector, Joanne George – Assistant Zoning Inspector.

The meeting was called to order at 7:01 p.m. by Chairman Nick Gorris.

The Pledge of Allegiance was recited by those in attendance.

Minutes of November 12, 2012:

Ron Weese made a motion approve the minutes as written. Nance Szorady seconded. All in favor. Motion carried.

Minutes of December 10, 2012:

Vice Chairman Snyder made a motion to approve the minutes as amended. Dave Carr seconded. All in favor. Motion carried.

Chairman Gorris began the meeting by updating the Zoning Commission on the Township Trustee's election of officers. Jim Dvorak was elected Chairman. Ken Burnett was elected Vice Chairman. Shelley McDermott was re-appointed as Fiscal Officer. Cheryl George was re-appointed as the Zoning Secretary.

Chairman Gorris called for a motion to elect new officers to the Burton Township Zoning Commission for the term beginning 2013.

Vice Chairman Snyder made a motion to elect Nick Gorris as Chairman of the Burton Township Zoning Commission. Ron Weese seconded the motion. All in favor. None opposed. Motion carried.

Ron Weese made a motion to elect Tim Snyder as Vice Chairman of the Burton Township Zoning Commission. Dave Carr seconded the motion. All in favor. None opposed. Motion carried.

Chairman Gorris then moved on to Old Business: Mother-in-Law Suites. He asked Ron Weese to share his findings.

Ron Weese reviewed a synopsis of the research he gathered with the Board. Most other townships focus on the "family" relationship when defining Mother-in-Law suites.

Vice Chairman Snyder suggested the Board focus on the term "family" when defining Mother-in-Law suites for our Resolution as well.

All were in agreement that the prime purpose of adding further clarification to the Resolution regarding Mother-in-Law suites is to prevent them from being turned into rental properties in the future, after the family member(s) no longer live in the suite.

After much discussion, The Board reached a decision. Chairman Gorris called for a motion.

Vice Chairman Snyder made a motion that Article IV – District Regulations, Section 402, be amended to include the following verbiage: "All Residential Structures shall have only one physical address, and only one utility billing for each separate utility. All Residential Structures shall comply with the definition of "Family" as defined in Article II – Definitions, Section 201.0."

Dave Carr seconded the motion. All in favor. None opposed. Motion carried.

Chairman Gorris then moved on to Condition of Properties, as brought to the attention of the Board by a letter received from Mr. Robert Johnson – resident, located at: 14372 Broadwood Drive, Burton.

Dave Carr shared his findings regarding Condition of Properties with the Board. Based on his research of other township codes, he concludes that this is not an issue the Zoning Commission needs to address in the current zoning. We are limited by statute. He recommends that the Commission send a written response to Mr. Johnson explaining the Board's position.

All were in agreement. Chairman Gorris called for a motion.

Vice Chairman Snyder made a motion that the Commission make no amendment to the Township Resolution concerning Condition of Residential Properties, and take no further action, as referenced by Mr. Johnson's letter.

Nance Szorady seconded the motion. All in favor. None opposed. Motion carried.

Chairman Gorris moved on to New Business: Moratorium on Development. He updated the Board on two recent house fires in the area, both caused by improper disposal of ashes from wood-burning stoves. At

the last Trustee's Meeting, the Burton Twp. Fire Chief asked if a moratorium could be placed on rebuilding in this area.

Jim Dvorak stated that he had a discussion with Dave Dietrich - Geauga County <sup>Planning Commission Chairman</sup> Prosecutor, regarding this issue. Mr. Dietrich informed him that there has never been a moratorium on development in Geauga County.

A discussion ensued. Chairman Gorris said that it sounds as if there is nothing the Commission can do at this time. It is probably up to the County Prosecutor.

Jim Dvorak said that he will consult with Dave Dietrich again.

Vice Chairman Snyder moved to table the issue of a moratorium, specifically in reference to the rebuilding in the area of Alderside Drive, as brought to the Board's attention by the Burton Twp. Fire Chief. The Commission refers this issue to the Trustees for consultation with Dave Dietrich – Geauga County Prosecutor. If it is determined that the Zoning Commission has the authority to address this issue, the Board will address it at a later time.

Ron Weese seconded the motion. All in favor. None opposed. Motion carried.


Chairman Gorris asked Bob Varga – Zoning Inspector, to update the Board on any hot topics. Bob Varga asked the Board to look into the issue of Disrepair of Commercial & Agricultural Structures.


Chairman Gorris said that this topic will be added to the Agenda, and the Board will look into it at an upcoming meeting.

The next meeting date was scheduled for February 11<sup>th</sup> at 7:00 p.m.

There being no further business or public comment, Vice Chairman Snyder made a motion to adjourn the meeting. Ron Weese seconded the motion. All in favor. Motion carried.

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

  
\_\_\_\_\_  
Chairman  
Date 2.11.2013

  
\_\_\_\_\_  
Secretary  
Date 2/11/13

# **BURTON TOWNSHIP ZONING COMMISSION**

## **Meeting Minutes**

14821 Rapids Road | Burton, OH 44021 | 440.834.1500

Date: February 11, 2013

Time: 7:00 p.m.

Location: Burton Township Administration Building

Purpose: Organizational Meeting/Work Session

Board Members: Chairman Nick Gorris – present, Vice Chairman Tim Snyder – present, Ron Weese – absent, Nance Szorady – present, David Carr – present, Alternate Alan Skowron – absent, Alternate Nick Miller – present.

Also in attendance: Dan Whiting – Township Trustee, Robert Varga – Zoning Inspector, Joanne George – Assistant Zoning Inspector.

The meeting was called to order at 7:00 p.m. by Chairman Nick Gorris.

The Pledge of Allegiance was recited by those in attendance.

Chairman Gorris announced that Alternate Nick Miller will be sitting in for Ron Weese for this meeting.

Minutes of January 14, 2013:

Vice Chairman Snyder made a motion approve the minutes as amended. Dave Carr seconded. All in favor. Motion carried.

Chairman Gorris began the meeting with Old Business: Mother-In-Law Suites. He passed out information gathered by Ron Weese for the Board to review. A discussion ensued.

After much debate, it was determined that a new sub-section (C) will be added to Section 402.2 in the Zoning Resolution. Vice Chairman Snyder made a motion that Section 402.2, sub-section (C), states the following:

“Definitions of Permitted Dwellings (commonly known as “In-Law Suites”) may not constitute a separate dwelling unit, must allow access to common areas of the “dwelling”, shall not have separate utilities, shall not be located in a separate structure, and shall not have a separate address.”

Nance Szorady seconded the motion. All in favor. None opposed. Motion carried.

Chairman Gorris then moved on to Condition of Commercial & Agricultural Structures. A discussion ensued.

It was determined, when a situation arises, the Zoning Inspector will seek advice from the Township Trustees. If further ~~consult~~ is needed, the Trustees will determine if the case should be deferred to the Geauga County Building Department. *consultation*

Regarding Condition of Commercial & Agricultural Structures, Vice Chairman Snyder made a motion that the Burton Township Zoning Commission will **not** create an addendum to address the Condition of Commercial, Agricultural, or Industrial Properties. No further action will be taken regarding this issue.

Nick Miller seconded the motion. All in favor. None opposed. Motion carried.

Chairman Gorris tabled the following topics: Moratorium on Development and Wind Towers. These topics will be addressed at a future meeting. He then asked Bob Varga and Joanne George to update the Board on any current happenings. *Chairman Gorris*

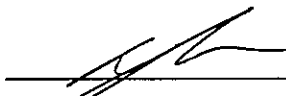
Joanne George submitted a newspaper article from the Geauga County Courier for the Board to review. The article states that Chardon is looking into the issue of amending the renewal requirements for Conditional Use permits. She requested that the Board look into this issue as it pertains to Burton Township Zoning as well.

Chairman Gorris said that this issue will be added to the Agenda, and will be addressed at an upcoming meeting.

The next meeting was scheduled for March 11th at 7:00 p.m.

There being no further business or public comment, Nick Miller made a motion to adjourn the meeting. Dave Carr seconded the motion. All in favor. Motion carried.

The meeting was adjourned at 8:10 p.m.

  
\_\_\_\_\_  
Chairman

*3/11/2013*  
\_\_\_\_\_  
Date

*Cheryl George 3/11/13*  
\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

# **BURTON TOWNSHIP ZONING COMMISSION**

## Meeting Minutes

14821 Rapids Road | Burton, OH 44021 | 440.834.1500

Date: March 11, 2013

Time: 7:00 p.m.

Location: Burton Township Administration Building

Purpose: Organizational Meeting/Work Session

Board Members: Chairman Nick Gorris – present, Vice Chairman Tim Snyder – present, Ron Weese – absent, Nance Szorady – absent, David Carr – present, Alternate Alan Skowron – present, Alternate Nick Miller – present.

Also in attendance: Robert Varga – Zoning Inspector, Joanne George – Assistant Zoning Inspector.

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

The Pledge of Allegiance was recited by those in attendance.

Chairman Gorris announced that Alternate Nick Miller will be sitting in for Ron Weese, and Alternate Al Skowron will be sitting in for Nance Szorady for this meeting.

Minutes of February 11, 2013:

Nick Miller made a motion <sup>v To</sup> approve the minutes as amended. Dave Carr seconded. All in favor. Motion carried.

Chairman Gorris began the meeting with Old Business: Internet Cafés.

Vice Chairman Snyder stated that the legislation to eliminate Internet Cafés did not go through. The Zoning Commission will need to re-address this topic.

Chairman Gorris said that the Board will follow-up with Nance Szorady on this topic. Since Nance Szorady is absent for this meeting, the Board will table this topic until a future meeting.

Chairman Gorris then moved on to Portable Storage Units/Pods. He asked Al Skowron to update the Board on his findings.

Al Skowron stated that he spoke with the Geauga County Building Department. Portable storage units are not considered a permanent structure. Should portable storage units be considered an Accessory Structure? If so, should a definition for storage units be included in Section 403.11?

Dave Carr mentioned that there is a hefty monthly fee to keep the units longer than a certain time frame. The Zoning Commission wants to avoid the occurrence of pods sitting around for long periods of time. A discussion ensued.

Vice Chairman Snyder said that the first thing the Board needs to do is define what a portable storage unit is.

Chairman Gorris said that he will consult with Dave Dietrich at the Geauga County Planning Commission, and call the new Zoning Inspector for Newbury Township regarding this issue.

Chairman Gorris asked Al Skowron to research Munson and Russell Township's zoning regulations regarding portable storage units, and bring his findings to the next meeting.

Chairman Gorris then moved on to Commercial Enterprise Signs. A discussion ensued.

It was determined that Commercial Enterprise Signs falls under the definition of Free-Standing Signs. No further action will be taken regarding this issue.

Chairman Gorris called for a motion.

Vice Chairman Snyder made a motion that the Burton Township Zoning Commission take no further action on the issue of Commercial Enterprise Signs, given the fact that the Zoning Resolution sufficiently covers the issue. Dave Carr seconded the motion. All in favor. None opposed. Motion carried.

The next topic addressed by Chairman Gorris was Conditional Use Permit Renewal Requirements. Joanne George – Assistant Zoning Inspector, requested that the Board look into this issue at last month's meeting.

A discussion ensued. After much debate, the Board reached a decision.

Chairman Gorris called for a motion.

Vice Chairman Snyder made a motion that the Burton Township Zoning Commission amend the Resolution such that, an entity which has a Conditional Use Permit that is up for renewal, must submit an affidavit 90 days prior to the expiration of the Conditional Use Permit. The affidavit will be a form provided by Burton Township. The affidavit will indicate that there will be no changes for the upcoming two year period. Upon receipt of the signed affidavit, the Burton Township Board of Zoning Appeals shall automatically renew the Conditional Use Permit for a period of two years. No fees will be charged for the automatic renewal. If there are changes, the entity must go through the normal renewal process.

Dave Carr seconded the motion. All in favor. None opposed. Motion carried.

Chairman Gorris tabled the topic: Rebuilding on Lots with Two Separate Dwellings until the next meeting.

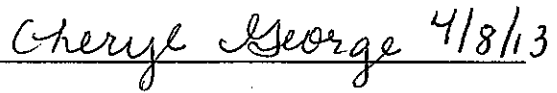
Chairman Gorris asked Bob Varga – Zoning Inspector, if there are any current hot topics he wishes to address with the Board. Bob Varga replied, no.

The following upcoming meetings dates were scheduled: April 8<sup>th</sup>, May 13<sup>th</sup>, and June 10<sup>th</sup>, 2013 at 7:30 p.m.

There being no further discussion or public comment, Vice Chairman Snyder made a motion to adjourn the meeting. Al Skowron seconded the motion. All in favor. None opposed. Motion carried.

The meeting was adjourned at 8:12 p.m.

 \_\_\_\_\_  
Chairman Date 4.8.2013

 \_\_\_\_\_  
Secretary Date 4/8/13



# BURTON TOWNSHIP ZONING COMMISSION

## Meeting Minutes

14821 Rapids Road | Burton, OH 44021 | 440.834.1500

Date: April 8, 2013

Time: 7:30 p.m.

Location: Burton Township Administration Building

Purpose: Work Session

Board Members: Chairman Nick Gorris – present, Vice Chairman Tim Snyder – present, Nance Szorady – present, David Carr – present, Alternate Alan Skowron – present, Alternate Nick Miller – present.

Also in attendance: Robert Varga – Zoning Inspector, Joanne George – Assistant Zoning Inspector.

The meeting was called to order at 7:30 p.m. by Chairman Nick Gorris.

The Pledge of Allegiance was recited by those in attendance.

Minutes of March 11, 2013:

Nance Szorady made a motion approve the minutes as amended. Vice Chairman Snyder seconded. All in favor. Motion carried.

Vice Chairman Snyder stated that he would like to reconsider the motion he made at the last meeting regarding Conditional Use renewal requirements.

A discussion ensued.

Chairman Gorris announced that the previous motion made by Vice Chairman Snyder will be deleted in it's entirety. Strike it all. He called for a new motion.

Vice Chairman Snyder made a motion that the Burton Township Zoning Commission amend the motion made at the prior meeting regarding what was termed the automatic renewal of Conditional Use permits. This amendment is to strike the sentence that states "Upon receipt of the signed affidavit, the Burton Township Board of Zoning Appeals shall automatically renew the Conditional Use permit for a period of two years." That sentence in it's entirety shall be stricken. It shall be replaced by the following: "Upon receipt of the signed affidavit, and finding no information to the contrary, the Burton Township Board of Zoning Appeals may renew the Conditional Use permit without requiring the appearance of the applicant if there will be no changes for the upcoming two year period."

Dave Carr seconded the motion. All in favor. None opposed. Motion carried.

Chairman Gorris passed out a copy of the Affidavit submitted by Vice Chairman Snyder. The Board reviewed.

Nick Miller made a motion approve the Affidavit as written. Nance Szorady seconded. All in favor. None opposed. Motion carried.

Chairman Gorris moved on to Internet Cafés. Chairman Gorris consulted with Dave Dietrich at the Geauga County Planning Commission regarding this issue. Mr. Dietrich stated that there is a legislative moratorium pertaining to this issue until June 2013. Mr. Dietrich advised, if Internet Cafés do not fall under Permitted Uses in our current zoning, then it must go through the Board of Zoning Appeals. He recommends no verbiage be added to the code regarding this issue. Keep it out. Then, it will not be allowed.

A discussion ensued. Chairman Gorris called for a motion.

Vice Chairman Snyder made a motion that the Burton Township Zoning Commission table the issue of Internet Cafés given the fact that there is a legislative moratorium on this issue until June 2013. In anticipation that the legislation will address this issue, should it become a problem in the future, the Zoning Commission will address it at that time.

Al Skowron seconded the motion. All in favor. None opposed. Motion carried.

Chairman Gorris then addressed Mother-in-Law Suites. Chairman Gorris consulted with Dave Dietrich regarding this topic, too. Mr. Dietrich said policing this issue is very difficult. Burton Township already has a definition in the code. He recommends that the Zoning Commission do nothing further. If the Commission were to write new verbiage regarding Mother-in-Law Suites, the Township opens itself up for more difficulties.

Regarding Portable Storage Units, Mr. Deitrich advised that the Commission take no further action pertaining to this issue as well.

A discussion ensued. The Board agreed to follow Dave Dietrich's recommendations. No further action is required at this time.

Chairman Gorris called for a motion.

Vice Chairman Snyder made a motion that the Zoning Commission take no further action regarding Mother-in-Law Suites and Portable Storage Units.

Dave Carr seconded the motion. All in favor. None opposed. Motion carried.

Regarding the building of two separate dwellings on one lot, Mr. Dietrich states that our current zoning sufficiently covers this issue. No further action is required.

A discussion ensued. Chairman Gorris called for a motion.

Vice Chairman Snyder made a motion that the Zoning Commission take no further action on the issue of building two separate dwellings on one lot. Our current zoning regulation sufficiently covers this issue.

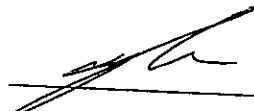
Nick Miller seconded the motion. All in favor. None opposed. Motion carried.

Chairman Gorris announced that he will have a draft of the 2013 Revision for the Board to review at the next meeting.


The next meeting was scheduled for May 13, 2013 at 7:30 pm.

There being no further discussion or public comment, Nick Miller made a motion to adjourn the meeting. Al Skowron seconded the motion. All in favor. None opposed. Motion carried.

The meeting was adjourned at 8:43 p.m.

  
\_\_\_\_\_  
Chairman

6.10.2013  
Date

  
\_\_\_\_\_  
Secretary

6/10/13  
Date

# **BURTON TOWNSHIP ZONING COMMISSION**

## Meeting Minutes

14821 Rapids Road | Burton, OH 44021 | 440.834.1500

Date: June 10, 2013

Time: 7:30 p.m.

Location: Burton Township Administration Building

Purpose: Work Session

Board Members: Chairman Nick Gorris – present, Vice Chairman Tim Snyder – present, Nance Szorady – absent, David Carr – present, Alternate Alan Skowron – absent, Alternate Nick Miller – present.

Also in attendance: Robert Varga – Zoning Inspector, Joanne George – Assistant Zoning Inspector.

The meeting was called to order at 7:32 p.m. by Chairman Nick Gorris.

The Pledge of Allegiance was recited by those in attendance.

Chairman Gorris announced that Alternate Nick Miller will be sitting in for the vacant Board position for this meeting.

Minutes of April 8, 2013:

Vice Chairman Snyder made a motion approve the minutes as written. Nick Miller seconded. All in favor. Motion carried.

Chairman Gorris announced that he will follow-up with the Trustees regarding the Zoning Commission's open Board position.

Chairman Gorris then moved on to Old Business – Internet Cafés. He stated that there is still a moratorium on the legislation to eliminate Internet Cafés. The Zoning Commission needs to keep an eye on it and see what happens. No further action will be taken at this time. The issue will be re-addressed at a future meeting.

Bob Varga asked the Board to clarify the current Zoning Regulations as it pertains to Internet Cafés.

Chairman Gorris replied, our current Zoning code is sufficient, according to Dave Dietrich at the Geauga County Planning Commission. If someone wishes to open an Internet Café, they must go through the Board of Zoning Appeals. The BZA will most likely deny the request. Therefore, we are covered.

Bob Varga thanked Chairman Gorris for the clarification.

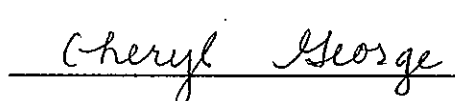
Chairman Gorris announced that the Trustees have approved a company to develop the Burton Township website. The website should be up and running in the near future. He will keep the Board updated.

The next meeting was scheduled for July 8<sup>th</sup>, 2013 at 7:30 p.m.

There being no further discussion or public comment, Vice Chairman Snyder made a motion to adjourn the meeting. Dave Carr seconded the motion. All in favor. None opposed. Motion carried.

The meeting was adjourned at 7:56 p.m.

  
\_\_\_\_\_ 8-12-2013  
Chairman Date

  
\_\_\_\_\_ 8/12/13  
Secretary Date

# BURTON TOWNSHIP ZONING COMMISSION

## Meeting Minutes

14821 Rapids Road | Burton, OH 44021 | 440.834.1500

Date: August 12, 2013

Time: 7:30 p.m.

Location: Burton Township Administration Building

Purpose: Work Session

Board Members: Chairman Nick Gorris – present, Vice Chairman Tim Snyder – present, Nance Szorady – absent, David Carr – absent, Alternate Alan Skowron – absent, Alternate Nick Miller – present.

Also in attendance: Jim Dvorak – Township Trustee, Robert Varga – Zoning Inspector, Joanne George – Assistant Zoning Inspector.

The meeting was called to order at 7:35 p.m. by Chairman Gorris.

The Pledge of Allegiance was recited by those in attendance.

Chairman Gorris announced that Alternate Nick Miller will be sitting in for the vacant Board position for this meeting.

Minutes of June 10, 2013:

Vice Chairman Snyder made a motion to approve the minutes as written. Nick Miller seconded. All in favor. Motion carried.

Chairman Gorris announced that there is no Old Business to discuss at this time.

Chairman Gorris then moved on to New Business. He asked Bob Varga - Zoning Inspector, to update the Board on any current happenings.

Bob Varga asked the Board to look into the issue of driveway side lot clearances on smaller, non-conforming lots of record. Right now, current zoning is 20 ft. Recently, a resident wanted to sell a non-conforming piece of property. The Geauga County Planning Commission would not approve. The property owner was instructed to go before the Board of Zoning Appeals for approval at a cost of \$200.

Joanne George – Assistant Zoning Inspector mentioned, the whole process was delayed for the new owner of the property for over a month. Years ago, driveways could be closer to the lot line.

Jim Dvorak – Township Trustee stated, that is why there is an appeals process. Zoning just sets a standard.

Bob Varga said, he is bringing the issue to the Zoning Commission to consider. It may be something the Board wishes to address.

Chairman Gorris replied, okay. He will put the topic on the agenda for future review. He asked Nick Miller to compile research from other townships on side lot requirements.

Nick Miller replied, okay.

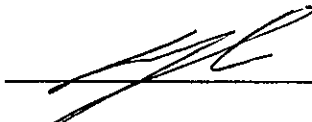
Chairman Gorris then mentioned the issue of the vacant Board seat. He asked Jim Dvorak to find out if the Trustees are working on this.

Jim Dvorak replied, he is pretty sure Dan Whiting is working on it. He will check into it.

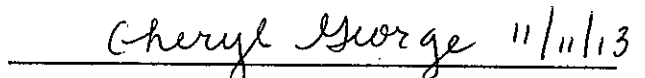
The next meeting was scheduled for September 9<sup>th</sup>, 2013 at 7:30 p.m.

There being no further discussion or public comment, Vice Chairman Snyder made a motion to adjourn the meeting. Nick Miller seconded the motion. All in favor. None opposed. Motion carried.

The meeting was adjourned at 7:44 p.m.

  
\_\_\_\_\_  
Chairman

11.11.2013  
Date

  
\_\_\_\_\_  
Secretary

11/11/13  
Date

# BURTON TOWNSHIP ZONING COMMISSION

## Meeting Minutes

14821 Rapids Road | Burton, OH 44021 | 440.834.1500

Date: November 11, 2013

Time: ~~7:30 p.m.~~ 7:00<sup>pm</sup>

Location: Burton Township Administration Building

Purpose: Quarterly/Work Session

Board Members: Chairman Nick Gorris – present, Vice Chairman Tim Snyder – present, Nance Szorady – present, David Carr – present, Alternate Alan Skowron – absent, Alternate Nick Miller – present.

Also in attendance: Robert Varga – Zoning Inspector, Joanne George – Assistant Zoning Inspector.

The meeting was called to order at ~~7:30~~<sup>7:00 pm</sup> p.m. by Chairman Nick Gorris.

The Pledge of Allegiance was recited by those in attendance.

Chairman Gorris announced that Alternate Nick Miller will be sitting in for the vacant Board position for this meeting.

Minutes of August 12, 2013:

Vice Chairman Snyder made a motion to approve the minutes as written. Dave Carr seconded. All in favor. Motion carried.

Chairman Gorris then moved on to Old Business. He asked Nick Miller to update the Board on his findings from other townships regarding driveway side lot clearances for smaller, non-conforming lots of record.

Nick Miller passed out information from other townships for the Board to review. A discussion ensued.

After much discussion, all Board members were in agreement that the current zoning regulation remain the same. No changes to be made at this time.

Chairman Gorris called for a motion.

Vice Chairman Snyder motioned that the Burton Township Zoning Commission does not make any changes to the Zoning Resolution for driveway side setbacks.

Chairman Gorris asked, discussion?

There being no further discussion, Nick Miller seconded the motion. All in favor. None opposed. Motion carried.



Chairman Gorris asked Bob Varga – Zoning Inspector, to update the Board on any current concerns or happenings.

Bob Varga mentioned that the Township Trustees were wondering why a property owner must bring in a certified copy of their deed when applying for a Zoning Permit. All deed information is available through Access Geauga. Also, why is a fee of \$200 being charged for variances?

Chairman Gorris said that he did not feel the issue of presenting a deed upon application for a Zoning Permit, or the fee of \$200, is not a big deal.

A discussion ensued.

Chairman Gorris called for a motion.

Vice Chairman Snyder moved that the Burton Township Zoning Commission table the issue of cost of fees being charged, as well as deeds being required, for Zoning Applications.

Chairman Gorris asked, discussion?

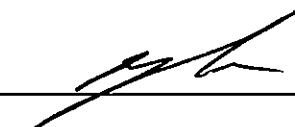
There being no further discussion, Nance Szorady seconded the motion. All in favor. None opposed. Motion carried.

Chairman Gorris announced that the Trustees have run an advertisement for the open 2014 Zoning Secretarial position, as well as an advertisement for the vacant ZC Board position. He will keep the Board updated.

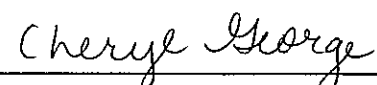
The next meeting was scheduled for Thursday, December 5<sup>th</sup>, 2013 at 8:00 pm.

There being no further discussion or public comment, Vice Chairman Snyder made a motion to adjourn the meeting. Nance Szorady seconded the motion. All in favor. None opposed. Motion carried.

The meeting was adjourned at 7:45 p.m.

  
\_\_\_\_\_  
Chairman

12.5.2013  
Date

  
\_\_\_\_\_  
Secretary

12/5/13  
Date

# **BURTON TOWNSHIP ZONING COMMISSION**

## **Meeting Minutes**

14821 Rapids Road | Burton, OH 44021 | 440.834.1500

Date: December 5, 2013

Time: 7:30 p.m.

Location: Burton Township Administration Building

Purpose: Quarterly/Work Session

The meeting was called to order at 8:05 p.m. by Chairman Nick Gorris.

The Pledge of Allegiance was recited by those in attendance.

Board Members Present: Chairman Nick Gorris, Vice Chairman Tim Snyder, David Carr, Alternate Alan Skowron, Alternate Nick Miller.

Board Members Excused: Nance Szorady

Chairman Gorris announced that Alternate Nick Miller will be sitting in for the vacant Board position for this meeting. Also in attendance: Joanne George – Assistant Zoning Inspector.

Minutes of November 11, 2013: Vice Chairman Snyder made a motion to approve the minutes as written. Dave Carr seconded. All in favor. Motion carried.

Chairman Gorris then moved on to Old Business. Regarding any Current Proposed Resolution Revisions, Chairman Gorris requested any revision work been held until the Zoning Secretary position has been filled.

Chairman Gorris updated the commission on the status of filling the vacant commission seat and the replacement of the now open secretary position. The Board of Trustees are still receiving applications and will be discussed at their first meeting of 2014.

Chairman Gorris then moved to New Business. No new updates from the Assistant Zoning Inspector.


Chairman Gorris reminded everyone that our first meeting of 2014 will be the Organizational Meeting.

Chairman Gorris then thanked Ms. Cheryl George, for all her work and help over the past few years. The Commission wished her good luck on her new endeavors.

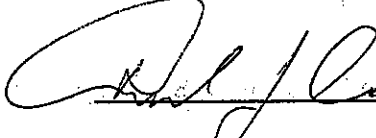
The next meeting was scheduled for Tuesday, January 14<sup>th</sup> at 7:30 pm.

There being no further discussion or public comment, Vice Chairman Snyder made a motion to adjourn the meeting. Dave Carr seconded the motion. All in favor. None opposed. Motion carried.

The meeting was adjourned at 7:45 pm.

  
\_\_\_\_\_  
Chairman

1-14-2014  
Date

  
\_\_\_\_\_  
Secretary

1-14-2014  
Date