

# BURTON TOWNSHIP

## BOARD OF ZONING APPEALS

14821 Rapids Road | Burton, Ohio 44021 | 440.834.1500

## MEETING MINUTES

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**Date:** November 22, 2022

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

**Place:** Burton Township Administration Building

**Purpose:** Public Hearing to consider Application #1576-22, submitted by Western Reserve Land Conservancy, request for a(n) use variance.

**Board Member(s) Present:** Chairman Tim Snyder, Alan Skeen, John Nelson, Leonard Fife, Marilyn Percic, 1<sup>st</sup> Alternate Frank Vecchio, 2<sup>nd</sup> Alternate Joe Dallos, Secretary - Katie O'Neill.

**Absent:** None.

**Attendees:** Robin Worthen, Rick Worthen, Chris Szell, Bob Owen, Esq., David Couch, Terri Couch, Craig Polzer, Fred Weikart, Rick Gruber.

### PUBLIC HEARING

At 7:00 p.m Chairman Snyder calls the public hearing to order.

Roll Call shows Board Members: Tim Snyder, Alan Skeen, John Nelson, Len Fife, Marilyn Percic, 1st Alternate Frank Vecchio and 2nd Alternate Joe Dallos to be present. No one is absent. Voting Members included: Tim Snyder, Alan Skeen, John Nelson, Len Fife & Marilyn Percic.

Chairman Snyder announces the purpose of the public hearing which is to consider Application #1576-22, submitted by Western Reserve Land Conservancy [herein referred to as WRLC]. They are requesting a use variance for the R-3 (Medium Density Residential) property to be used as "Passive" Public Park land. Currently the property is operating under the Conditional Use Certificate #1492-20 to use the property as a "Passive" Public Park. They seek relief from Article IV, Section 402.1, R-5 and R-3 Residential Districts and Article IV, Section 402.4, Conditional Buildings, Structures and Uses, of the Burton Township Zoning Resolution as amended August 14, 2019. They asks that this be granted for the lot(s) located at: 14757 Ravenna Road in Burton Township Ohio, Parcel #04-707255 & #04-707256.

As a preliminary measure, Chairman Snyder addresses the representatives of WRLC, Chris Szell & their legal counsel, Bob Owen. He states that the park is currently operating under a Conditional Use Certificate. He confirms that the request is for a use variance. Both Mr. Szell & Attorney Owen confirm. Chairman Snyder confirms that they understand that a use variance and a conditional use certificate are two different things with two different standards, and that just because a conditional use certificate was granted does not guarantee that a use variance will be granted. Both Mr. Szell & Attorney Owen respond "yes." Chairman Snyder further states that there may be ramifications if we proceed with the request for a use variance and it is not granted. He then asks if the applicants still wish to proceed. Both Mr. Szell & Attorney Owen respond "yes."

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Christopher Szell, Director of Conservation Projects with Western Reserve Land Conservancy, located at 3850 Chagrin River Rd, Moreland Hills, OH 44022 is sworn in.

Secretary O'Neill confirms that all adjacent property owners had been notified, as well as the public through newspaper publication.

Mr. Szell states that the property in question consists of three (3) parcels, two (2) in Burton Township and the other in Newbury Township, which is the entrance into the property. The entrance is located on State Route 44. Mr. Szell explains that the property was acquired in 2016. In 2019 the WRLC satisfied the mineral resource bond requirement which enabled them to retire the bond, and reclaim the site. The bond on the property was previously for a sand and gravel mine. Once the bond was retired, WRLC planned to create a passive public park on the property. In 2020, the WRLC approached the Board of Zoning Appeals [herein referred to as BZA], and were granted a conditional use certificate to operate as a passive public park. With the conditional use, WRLC proceeded with development of the property. Mr. Szell states the improvements include a new drive apron, a new driveway back to the new buildings and parking area, three (3) new buildings: a shelter, office/restrooms/utility room, observation deck. Mr. Szell states that a new well and septic system were installed near the office/restroom/utility room area. He further states that the park is not yet open to the public as the construction has just completed, however WRLC has accepted the site from the construction company. WRLC is anticipating a June 2023 opening for the park.

Mr. Szell explains that a new gate was installed. He explains that the gate will be open during regular park use hours. However, it is also an automatic exit, for anyone inside after hours. There will be additional landscaping beside the entrance that still needs to be planted. Mr. Szell states that there have been approximately one point two million dollars (\$1.2M) in improvements to the property, in addition to the six hundred thousand (\$600K) to acquire the property. Mr. Szell reminds the BZA that a portion of the funds to acquire the property were provided by the Ohio EPA through the Water Resource Restoration Sponsorship Program and the North American Wetlands Conservation Act.

Chairman Snyder asks why the property is of interest to these two (2) parties. Mr. Szell states the interest is in the water resources located on the North of the property, in particular the wetlands that front the westside of Rt. 87. He also adds that there are a few rare species that reside on the property. Chairman Snyder comments that it is important to WRLC to preserve this land from the perspective of the Ohio EPA and the Ohio Wetlands Conservation. Mr. Szell responds "correct."

Chairman Snyder asks why the property is considered undevelopable. Mr. Szell states that the parcel furthest East, of approximately fifty six (56) acres, consists mainly of wetlands. The other parcel consists of the reclaimed sand and gravel mines. Part of the reformation was to reclaim the slopes of two (2) lakes located on the reclaimed mine. There is also a high wall located on the western parcel. Any material not usable for sand and gravel was deposited to the South portion of the parcel and much grading had to be done in order to accomplish the three to one (3:1) slope required.

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Attorney Owen states that the property is undevelopable due to the large area of wetlands, accompanied by land that is largely either fill or scraped land including rock, gravel and concrete. This results in a poor soil structure.

Mr. Szell states the WRLC has been operating since 2006, and has preserved approximately seventy thousand (70,000) acres to date. Their mission is open space and farmland preservation. He states that their primary mission since the COVID-19 pandemic has been to open some of the parks and preserves. There have been many inquiries as to when the park will be open. Mr. Szell states it will be open weekly, and feels that it will be an asset to the community. There are numerous trails to hike at an easy level, and the office can house two (2) employees on site.

Attorney Owen adds that the trails are located in the interior of property, which reduces the situation of hikers utilizing adjacent properties. As part of the grant funding applications, there is a conservation easement as part of the covenant on the property in order to preserve and protect it.

Referring to the plans provided within the application, Mr. Szell speaks to the location of the buildings, stating that all buildings are several hundred feet from any property line. There are lights installed on the buildings, however they are not on at night. The lights are downward facing to ensure they do not project light beyond the property for the neighbors to see. Mr. Szell states he is unaware of any neighbors that can see the buildings from their adjacent properties. Mr. Szell believes that the park will be heavily used, based on the interest and volume of calls pertaining to opening.

Mr. Vecchio asks what the operating hours of the park will be. Mr. Szell states that the operating hours are not yet finalized, however the most the park will be open is from dawn to dusk. He states initially they may be limited from 9:00 a.m. - 5:00 p.m. Mr. Vecchio asks if off road vehicles will be permitted. Mr. Szell states "no," the park will be for passive use such as hiking, bird watching and fishing. He adds that there is an opportunity to work with the Ohio Department of Natural Resources to enter into a five (5) year agreement in which they would stock the lakes located on the property with fish.

Mrs. Percic asks if the shelter will be able to be rented for parties or events. Mr. Szell responds that a rental fee may be administered for use after open hours.

Mr. Dallos inquires about the opportunity for schools to utilize programs within the park. Mr. Szell states they are in the process of developing a program for the site, and envision school programs to be available.

Chairman Snyder asks why the use variance is being requested opposed to a conditional use certificate. To Attorney Owen's understanding a conditional use certificate has a finite period of two (2) years, at which it needs to be reapplied for. The request for a use variance would circumvent the reapplication process, and reduce the risk of not receiving a conditional use certificate. Mr. Dallos recalls at the 2020 hearing, the BZA suggesting a use variance. He states at that time in the process it was too late to change the request for a conditional use certificate, and they decided to move forward with the initial application. Attorney Owen agrees.

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Mr. Skeen addresses Rick Gruber. Rick Gruber, Zoning Inspector, residing at 14369 Broadwood Drive, in Burton Township, is sworn in. Mr. Skeen asks if there have been any issues while operating under the conditional use. Inspector Gruber states he has not received any information that an issue exists. Mr. Skeen comments that nothing has changed since 2020, so it's either a use variance or conditional use. Inspector Gruber states the only change has been the addition of the improvements. Mr. Skeen asks under a use variance, any future improvements will require a permit. Inspector Gruber states any future structures will require a zoning application and permit.

Chairman Snyder reviews the unnecessary hardship standards of a use variance with the appellants.

- A. Whether there are conditions that are unique to this lot, and not ordinarily found in the same zone or district? **Attorney Owen states a majority of the property is a wetland, therefore undevelopable. He adds that a former sand and gravel mine exists on the property, which has been stripped of all its soil and other assets.**
- B. Did the applicant create these conditions? **Attorney Owen states "they did not." When they purchased the property, the wetland and the sand and gravel mine were existing. Mr. Szell states the property was acquired through a bankruptcy, so the previous owner was financially unable to reclaim the mines as required under state law.**
- C. Whether the variance would adversely affect the rights of adjacent owners? **Attorney Owen states they do not believe so. All of the structures are placed within the property along with all hiking trails. The use as a passive park would eliminate the use of ATVs, active recreation, such as baseball fields and motor boats. This will reduce disturbances to the neighbors. Attorney Owen states they feel the park will positively impact the neighbors. Research shows that parks and open areas increase value to adjacent properties.**
- D. Whether the variance would adversely affect the public health, safety or general welfare? **Attorney Owen states it would not. Mr. Szell states they have increased in terms of safety by reclaiming the mines and fencing off the highwall. Mr. Skeen asks if there is a plan to reclaim the high wall. Mr. Szell responds "no." Attorney Owen adds that the high wall is located in Newbury Township. Chairman Snyder asks if there was anything occurring on the property prior to purchase of the land. Attorney Owen states the property was an abandoned sand & gravel mine with a vacant steel structure. Other than that the land was not being used. Chairman Snyder comments that a park will bring more visitors to the property, in turn bringing a higher risk for governmental services to visit the site, however he assumes that this factor has been taken into consideration during the development phase. Attorney Owen confirms.**
- E. Whether the spirit and intent behind the zoning requirement would be observed and substantial justice done by granting the variance? How? **Attorney Owen states they believe parks are vital**

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*to residential areas. As the property is zoned R-3, Medium Density Residential, the desire for open space is inherent. Attorney Owen states substantial justice would be done if granted by eliminating the unnecessary hardship and will advance the purpose and intent of the zoning resolution. It would also provide the value of a natural asset to the area and give access to the community. Mr. Skeen asks what the substantial hardship is. Attorney Owen states the property is undevelopable due to leveling issues on one half of the property and a natural wetland on the other. Mr. Skeen states there is no hardship because the property is operating as a passive park now. Attorney Owen states this is correct, however if the application for conditional use was denied, WRLC would not have permission nor the opportunity to operate as such. To clarify further Mr. Szell adds that the hardship is to reapply every two (2) years with the risk that the request may not be granted. Chairman Snyder comments that a park is currently permitted as a conditional use, however zoning does not state that a use variance is necessary for this type of situation. He adds although a conditional use is only valid for two (2) years it allows [Burton] Township to have control as to what happens. Once a use variance is granted, there is nothing [Burton] Township can do. Chairman Snyder asks what can be provided to convince him that the use variance should be granted opposed to sticking with the conditional use. Attorney Owen points out [Burton Township] would have control over any structures or buildings proposed on the property. He adds that the assurance of the use variance would allow the WRLC to operate and program the park to the best of its ability without the risk of being denied a conditional use. Mr. Szell states that WRLC has invested a large sum to improve the property and the risk of not being able to operate as its intended use, a passive park, is a hardship. Mr. Nelson asks as a nonprofit organization, if the intention is to improve the property so that it then can be sold at a later date. Mr. Szell states that a portion of the property is already restricted due to funding, theoretically if WRLC were to transfer the property, it would be to an organization such as the Park District so that the property will continue to be used as intended. Mr. Nelson states he doesn't see the benefit for WRLC, unless they sell the property for a return on their investment. Mr. Szell states that WRLC has bought and invested in the property for the community to use in the hopes it will increase their membership base. Attorney Owen states that this park operation is a small piece of what WRLC does as a nonprofit. Their intent for this specific property is to maintain and retain for the foreseeable future. Attorney Owen adds that WRLC has a number of properties that are preserves that they continue to own and are generally funded through philanthropy or public grants. He states that the properties that they retain have been purchased with sourced funds. As part of their mission, WRLC places conservation easements on qualified properties, and also acquires properties to place conservation restrictions on them, to then sell them to a park district, municipality, township, etc.*

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- F. Whether the requested variance is the minimum action, which would afford relief to the applicant? ***Attorney Owen states they believe it is the appropriate action, perhaps not the minimum, stating that they could request a conditional use every two (2) years.***
- G. What other economically viable use of the lot could be made within this zoning district?  
***Attorney Owen states "none."***

The Board has no further questions at this time. Chairman Snyder opens for public testimony.

Richard Allen Worthen, residing at 12507 Kinsman Road, an adjacent property owner in Burton Township, is sworn in. Mr. Worthen states that he can see structures from his residence. He states he has a number of questions and his first question pertains to hours of operation. He asks what prevents park visitors from coming onto his property after hours if the gate has been locked. This is a concern for him, as he is a licensed CCW instructor, and has a shooting range on his property. Mr. Worthen states he is not opposed to the park, however there is a safety concern for him. Attorney Owen responds to the question, stating that the security system on site would notify staff of visitors there after hours and local authorities then could be contacted.

Mr. Worthen asks if the office hours and staff contact information could be provided to surrounding neighbors. Mr. Szell states that phones have not yet been installed on site, therefore people should contact the main office at 440.528.4150, and they can get in contact with the appropriate staff member on site.

Mr. Skeen asks the purpose of the on-site staff. Mr. Szell states the staff is there to maintain and operate that specific park. Attorney Owen states they plan to have staff on-site ninety percent (90%) of the time during hours of operation.

Mr. Worthen states he can hear a hissing sound from his property, and inquires what is making the sound. Mr. Szell was unaware of this sound and is going to look into it further.

Mr. Worthen asks if the gas and oil well will be removed. Mr. Szell explains that it will be left in place due to the high expense from the oil and gas company to have it removed. Attorney Owen adds that the well still produces, however it is minimal, and they were unable to force the removal through ODNR. Mr. Vecchio suggests to use it to potentially heat the buildings on the property.

Mr. Worthen states his concern during an emergency. With the park entrance in Newbury Township and the majority of the park in Burton Township, there may be confusion on jurisdiction. He suggests reaching out to emergency services to avoid any confusion.

Mr. Worthen asks what guarantee he has that in ten (10) years the property will not be sold to a 3rd party to do who knows what with it. Mr. Szell and Attorney Owen state they can not guarantee the

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property will never be sold, however, the restrictions stay with the property, therefore, it would be sold to an organization like a park district. Inspector Gruber states that similar to property restrictions, a use variance stays with the property, however the specific use can not be changed by a new owner.

For clarification purposes, Chairman Snyder asks for a definition of a passive use park. Attorney Owen states a passive use, as identified by WRLC and utilized by funding sources are uses that do not involve active recreation such as, ball fields, hard surfaces, motorized vehicles. Passive is generally defined as hiking, bird watching, fishing, being able to utilize the property without a significant active use. Attorney Owen states WRLC has no intention of renting out the amenities as a party center, as a venue would for weddings, events, etc. Any use of the facilities other than by the community for the picnics, would be for WRLC annual events such as the "Conservation Celebration."

Mrs. Percic poses a question. Mr. Worthen responds he is not against the park, he is comfortable granting a conditional use permit, however he is troubled by a use variance because it is permanent. A use variance takes away his voice. He does not want his life or property to change due to the park. Mr. Worthen is also concerned that the property could be sold and new management changes things. With a conditional use he has a voice.

Chairman Snyder states there is no way for the Board to enforce this, but asks if WRLC is willing to post signage along the property line to inform visitors a shooting range lies beyond the property line. Attorney Owen responds that WRLC would consider it, however, he does not feel it is their obligation to do so.

Mr. Skeen poses a comment to Inspector Gruber. He states that a use variance would be for a park, not a passive park. Inspector Gruber responds "correct." Inspector Gruber states it depends on what was applied for. Mr. Skeen states the resolution only defines a park. Inspector Gruber comments whether that point can be included in the Board's ruling. Mr. Skeen states he does not know if the Board has that option. Attorney Owen comments that the restrictions on the property prevent it from becoming an active use park. Chairman Snyder states that the only definition provided by zoning is a public park, a passive park definition is lacking. Inspector Gruber states the request for a use variance for a passive park is the only option, as a conditional use can only be for a public park. Chairman Snyder comments that the Board can apply restrictions to a conditional use certificate, however the Board can not restrict a use variance. Attorney Owen states that the request is for a passive public park, therefore if granted it can only be used as such.

Craig Polzer, residing at 14844 Old Rider Road, an adjacent property owner in Burton Township, is sworn in. Mr. Polzer states he is in agreement with granting the park a period of two (2) years to operate, in which they can come back and reassess. Mrs. Percic asks if he has a specific concern at the current time. Mr. Polzer responds that there is a concern that park visitors could wander onto his property.

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David Randolph Couch, residing at 14765 Ravenna Road, an adjacent property owner in Newbury Township, is sworn in. Mr. Couch asks where the parking is located. Mr. Szell states the parking lot is located approximately two tenths (.2) of a mile from the park entrance. He refers to the map submitted in the application to illustrate further where the parking is located. Chairman Snyder asks Mr. Couch if he is in favor of granting the variance. Mr. Couch replies he would like to see the park operate for a couple years before granting the use variance.

Fred Weikart, residing at 14814 South Rider Road, an adjacent property owner in Burton Township, is sworn in. Mr. Weikart states when the property was first purchased by WRLC, based on history, neighbors were hopeful that the property would be sold to a like 3rd party, however, Mr. Weikart states that WRLC will sell it to whoever is willing to buy it. Mr. Weikart states he is concerned that park visitors will wander onto Rider Road properties and disturb the residence. Mr. Weikart explains that after WRLC purchased the property instead of greetings from the new owners, neighbors received a letter stating that the property was now a land conservancy and neighbors need to stay off the property. Mr. Weikart states parks are good for Geauga County. Chairman Snyder asks if Mr. Weikart is in favor of granting the use variance. Mr. Weikart states he wants the ability to come back in two (2) years.

Robin M. Worthen, residing at 12507 Kinsman Road, an adjacent property owner in Burton Township, is sworn in. Mrs. Worthen asks a question about the location of the parking lot. Mr. Szell uses the map to clarify where the parking lot and other items on the property are located. Chairman Snyder asks if Mrs. Worthen is in favor of granting the use variance. Mrs. Worthen states she is in favor of the park, however would like the opportunity to come back in two (2) years. Mrs. Worthen asks if the park will have restrictions on dogs. Attorney Owen states dogs on the property and in the lake are fine.

Terri Couch, residing at 14765 Ravenna Road, an adjacent property owner in Newbury Township, is sworn in. She comments that the hissing sound seems to be coming from the water system on the property. Mrs. Couch comments on an observation regarding the entrance apron. She perceives that over time it will crumble due to the way they pull into their driveway. She states there is no support under the apron to prevent it from crumbling. Mrs. Couch asks when the restrooms will be available. Mr. Szell states they will remain open during operating hours. Chairman Snyder asks if Mrs. Couch is in favor of granting the use variance. Mrs. Couch states she would like to see the park operate for two (2) years.

In closing, Attorney Owen states that the adjacent property owners bring up good points. He speaks to the concern of trespassing on to adjacent properties, by stating that if the property were to be used as it is currently zoned residential, the potential for housing poses a higher risk of trespassing than the park would. Attorney Owen states it is uncommon for parks to create issues for neighboring property owners. Not impossible, but very rare.



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For the record, Chairman Snyder states that all members of the public present for the hearing had the opportunity to testify.

Mr. Nelson asks what adverse effect a two (2) year period would have on the WRLC park. Attorney Owen states the risk of Members of the Board changing, and deciding not to grant the use in the future. That would prevent the opportunity for WRLC to utilize the property for its intended use in the long term. Mr. Nelson asks if there is anything at this point stopping WRLC from using the land. Attorney Owen responds "no." Mr. Szell states that a conditional use would allow them to continue, however WRLC would prefer the use variance.

Inspector Gruber comments that the consensus amongst the property owners is in favor of the park. He states WRLC has reclaimed the land that otherwise was abandoned, which has benefited the community. Inspector Gruber states a conditional use every two (2) years has the potential for an investor to walk away from the opportunity, rather than stay committed long term. In his option, the risk would prevent the investor from further investing in the property without the assurance of a variance.

Mrs. Couch asks if restrictions can be added to a use variance if one were granted. Chairman Snyder responds no, the only restriction is that it is used as a passive public park. Mr. Skeen states any additional improvements would still require a zoning permit. Inspector Gruber agrees and confirms. Mrs. Couch asks Inspector Gruber if he feels the use variance is in the best interest of the community, to eliminate the risk of WRLC investors to withdraw from the property. Inspector Gruber states in his opinion, as an investor that has to be granted a conditional use every two (2) years, there runs the risk of a change that could prevent the use of the property. In that case, from an investor's standpoint, to lose what has already been invested, he would have a hard time committing long term to that property.

Chairman Snyder states that the question is better posed to WRLC. Mrs. Couch responds she is satisfied with the clarification and it's given her more to think about.

Mr. Skeen asks what the permitted agreement is, if any, between Newbury Township and WRLC. Attorney Owen states that Newbury Township does not require a conditional use nor use variance from WRLC.

With no further testimony and no further questions from the Board, Chairman Snyder closes the public portion of the hearing. The Board enters into private deliberation at 8:40 p.m.

Chairman Snyder reopens to the public at 9:12 p.m. for a question from the Board.

Mrs. Percic asks the residents what they feel her role is as a member of the Board.

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Mr. Worthen states the Board is here to oversee the Township properties both privately and publicly owned, and to ensure that they are used in a manner best befitting the Township and those in close proximity to it.

Mrs. Worthen states the Board is here as “our” voice, to allow the residents to express their opinions, and reflect something that the Board may not see. Her hope is that the Board takes the information and uses it to make the best decision for the residents.

Mrs. Couch states the Board is here to make an impartial decision, that is best not only for both parties but the community as a whole.

Mr. Couch states the Board is here to make the best decision for the community. Give the public an opportunity to make their voices heard and consider that in the decision. Mr. Couch feels it comes down to the definition of the park.

There is no comment from WRLC, Attorney Owen feels the statements were well said.

The Board re enters into private deliberation at 9:16 p.m.

Chairman Snyder reopens to the public at 9:30 p.m. and entertains a motion.

Mrs. Percic makes the motion that the Burton Township Board of Zoning Appeals grant a variance to Western Reserve Land Conservancy as described in Application #1576-22 for the property at 14757 Ravenna Road, in Burton Township, this being Parcel #04-707255 and #04-707256. The applicant is requesting a use variance from Article IV, Sections 402.1 and 402.4 from the Burton Township Zoning Resolution as amended August 19, 2019. This variance will allow applicant to use the R-3 (Medium Density Residential) property as a Passive Public Park. Mr. Skeen seconds the motion.

Mr. Skeen asks if the Board needs to define the meaning of Passive Public Park in the motion. Chairman Snyder states the Board will refer to the Findings of Fact for this.

There is no further discussion and the motion goes to a vote.

Roll Call Vote: Tim Snyder - no, Alan Skeen - no, John Nelson - no, Len Fife - yes, Marilyn Percic - no. One (1) in favor. Four (4) opposed. Motion is denied.

Chairman Snyder announces the application for the use variance has been denied. He explains a copy of the paperwork will be available, and the applicant has thirty (30) days from today's date to appeal the Board's decision.

Chairman Snyder entertains a motion to accept the Findings of Facts as read during deliberation. Mr. Skeen moves to accept as written. Mr. Fife seconds the motion. Chairman Snyder calls for discussion.

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Mrs. Percic asks why Inspector Gruber's comment was not included in the Findings of Fact. Chairman Snyder states it was his opinion, zoning inspectors should present the facts. There is no further discussion and it goes to a vote.

Voice Vote: All in favor. None opposed. Motion passed.

The public hearing concludes at 9:36 p.m.

### OTHER BUSINESS

The Board reviews the minutes from September 27, 2022, Application #1565-22 submitted by Judy Gais on behalf of Jeanne Adamic. There is a grammar correction and Mr. Fife moves to approve the minutes as rewritten. Mrs. Percic seconds the motion. Chairman Snyder calls for discussion. No discussion ensues on the motion and it goes to a vote.

Voice Vote: All in favor. None opposed. Motion passed.

### NEXT MEETING

As there are no new applications to review, the next meeting will be scheduled as needed.

### ADJOURNMENT

With no further business to discuss, the meeting concludes at 9:57 p.m.

  
\_\_\_\_\_  
Chairman, Timothy Snyder

1-3-23  
Date

  
\_\_\_\_\_  
Secretary, Katie O'Neill

1/3/23  
Date