

Richfield Township Zoning Commission
July 9, 2020

To meet requirements of Ohio HB 197 to prevent the spread of COVID-19, the regular meeting was held remotely via the MS Teams meeting software and was opened at 6:35 p.m. on July 9, 2020 with the following in attendance:

Harold Gaar
Patti Dorsett
Dwayne Gentner
Matt Diepenbrock

Also in attendance were township administrator Mindy Remec and zoning inspector Laurie Pinney.

Chairperson Mark Totten was not in attendance and vice chair Mr. Gaar presided over the meeting. Alternate member Chris Sivak was also not in attendance.

There was no old or new business on the agenda and Mr. Gentner brought up the topic of the proposal for 2020 zoning commission objectives he had shared with the other members during the June meeting. Mr. Gentner had also shared a draft proposal of zoning text modifications for the Light Industrial-Office (LI-O) section 420 regulations for bufferwalls and courtyard development. Mr. Gentner and Mr. Diepenbrock agreed to work as a subcommittee to further develop a proposal for text amendments for these RTZR sections and will consult with Ms. Remec and Ms. Pinney during the process. A draft will be shared with the other zoning commission members at least one week prior to the August 13, 2020 meeting and will be on the agenda for discussion under new business.

The minutes of the May 14 and June 11, 2020 meetings were on the agenda and Mr. Gentner suggested a modification of the June 11, 2020 minutes. There was no motion to approve either set of minutes and Mr. Gaar asked if is possible to have draft minutes sent within a week after a meeting, while any discussion is fresh for the participants. This would generally allow the members two weeks to comment individually and then a revised draft could be sent one week prior to the next regular meeting.

Mr. Gentner had attended the July 2, 2020 trustees meeting and shared documents regarding a possible upcoming annexation filing of the Briarwood area to the Village of Richfield that had been discussed at the trustee meeting. The members discussed the topic and Mr. Gentner, Ms. Remec and Ms. Pinney provided additional information on the proposal, including the possibility that tax increment financing (TIF) might be part of the proposal.

Ms. Pinney had circulated a draft agenda for the August 13, 2020 meeting that proposed adding new headings for “update on other (non-zoning commission) township news or business” and “agenda requests” The members agreed that these would be good additions to future agendas.

Ms. Dorsett asked about the special meeting with the Summit County Prosecutors office representatives that had been proposed at the May 14 and June 11, 2020 meetings. The purpose of the proposed meeting was to obtain instruction on open meetings and public records requirements and to analyze the

procedure for a recent trustee action for judgment entry filing to resolve a zoning matter. Neither Mr. Gaar nor any other attendee had information on scheduling of the meeting.

Some members indicated they would like to return to an earlier proposal for the zoning inspector to make suggestions for areas of the RTZR that would benefit from some cleanup of the regulations and Ms. Pinney agreed to assemble some examples and circulate in advance of the next meeting.

Having no other business, a motion was made by Mr. Diepenbrock and seconded by Ms. Dorsett to adjourn at 7:18 p.m. The motion received unanimous approval of those in attendance.

Chairperson _____ Secretary _____