

## **YORK TOWNSHIP ZONING COMMISSION**

**January 7, 2021**

The York Township Zoning Commission held their monthly meeting in the York Town Hall/Fire Station Complex on January 7, 2021 at 7:00 pm.

Lowell Wolff called the meeting to order at 7:00 pm.

The Pledge of allegiance was said.

### **Zoning Commission members Present:**

David Hull, Eric Matyac, Guy Roach, Jonathan Steingass, and Lowell Wolff were present.

### **Guests Present:**

Dorothy Crouch-Zoning Inspector; Richard Monroe-York Township Trustee; Michael Larabee; Jeremy Smith; Colene Conley; Keith Kehner

### **Minutes:**

The Board Members reviewed the proposed minutes from November 5, 2020 meeting. David Hull made a motion to approve the proposed minutes. Guy Roach seconded the motion. All members voted aye in a voice vote. Minutes approved.

### **Site Review: Michael Larabee – for Rocky River Reserve, LLC.**

Lowell Wolff opened the Site Review at 7:06pm

Michael Larabee introduced himself from Larabee & Hertrick, LLP. Michael Larabee also introduced Jeremy Smith.

Michael Larabee explained the property is located at 7100 Elyria Road. Medina; in an industrial area of York Township.

Michael Larabee went on to explain the applicant is actually Rocky River Reserve, LLC. stating Jeremy Smith is the member owner of the LLC.

Michael Larabee stated the owner and Applicant /Purchaser, Rocky River Reserve, LLC. has entered into a purchase agreement for the sale of the subject property. Applicant/Purchaser is a real estate holding company that will lease the subject property to Smith Bros. Inc. for warehousing and storage of packaged mulch, pallets and equipment within the existing structure.

Michael Larabee explained in detail the application, the surveyor's certification, and overhead photograph of the property.

David Hull asked Jeremy Smith what he is proposing to do with the building. Jeremy Smith answered he will keep the building, maintain it, use it as storage, keep equipment in it and the overflow would be moved outside.

David Hull asked about water availability and the condition of the septic system on the property. Jeremy, Smith answered there would be no water or septic used on the property.

Jeremy Smith stated the Smith Bros. Inc. business is seasonal; the materials, the equipment stored or used will change with the seasons.

Lowell Wolff asked Dorothy Crouch the status of the six (6) foot privacy fence, mounds, or arborvitaes.

Dorothy Crouch stated the mounds, arborvitaes, and fences were used by Sean McGreer.

Dorothy Crouch also mentioned the fence is in need of repair.

The Board Members, Dorothy Crouch, Michael Larabee, and Jeremy Smith review both of the Surveyor's Certification Surveys.

Dorothy Crouch stated Jason Creamer-Fire Chief, advised if there would be wood chips, mulch, etc stored in the building it would be a concern regarding a possible fire hazard.

Jeremy Smith stated equipment will be stored in the building, no wood chips or mulch will be stored in the building.

The Board Members, Dorothy Crouch, Michael Larabee, and Jeremy Smith discuss in detail the mounds, arborvitaes, fences and appearance of the property.

Dorothy Crouch read Section 304.02.C.3.

Lowell Wolff stated with the history that Smith Bros. Inc.; the property at 7100 Elyria Road will not be turning into a dump.

Jeremy Smith stated there is a chain gate at the front of the property. Jeremy Smith asked how York Township would prefer Smith Bros. Inc. to secure the property.

Dorothy Crouch suggested checking with the Fire Chief, Jason Creamer, maybe a Knox box would work.

David Hull asked if there will be a sign. Jeremy Smith answered there will only be an address sign.

Lowell Wolff asked if there are any additional comments or concerns.

Richard Monroe mentioned Jeremy Smith (Smith Bros. Inc.) has been a resident in York Township, his property and the business has been very well maintained, never been a problem for the York Township. Richard Monroe added he feels this will be an asset to York Township.

Lowell Wolff agreed, this will be an improvement.

Guy Roach referred to Section 205.15.L. regarding Driveways; and Section 205.12 Fences, Walls, and Hedges

The Board Members, Dorothy Crouch and Jeremy Smith reviewed Section 205.15.L. regarding Driveways; and Section 205.12 Fences, Walls, and Hedges

Jonathan Steingass made a motion to accept the Site Review for Michael Larabee/Rocky River Reserve, LLC; property located at 7100 Elyria Rd, Medina; with the condition a six (6) foot fence must be installed, since the property is located across the street from a Residential area. Guy Roach seconded the motion. All members voted aye in a voice vote. Motion approved.

Site Review closed at 7:36pm

**Organizational Meeting:**

Lowell Wolff opened the Organizational Meeting, reviewing the York Township Zoning Commission Organization Meeting Guidelines. David Hull made a motion to approve the Guidelines for 2021 (Exhibit A). Eric Matyac seconded the motion. There was no other discussion. All members voted aye in a voice vote. Motion approved.

Lowell Wolff nominated Guy Roach Chairperson for the year of 2021. David Hull seconded the motion. There was no other discussion. All members voted aye in a voice vote. Motion approved.

Lowell Wolff turned the meeting over to Guy Roach.

The Board Members and Dorothy Crouch reviewed the schedule of meetings for York Township Zoning Commission for 2021

The Board Members and Dorothy Crouch discussed reviewing zoning in York Township due to an up-coming Public Hearing scheduled for January 14, 2021.

Guy Roach nominated Eric Matyac for Vice Chairperson for the year of 2021. Lowell Wolff seconded the motion. There was no other discussion. All members voted aye in a voice vote. Motion approved.

Guy Roach asked for any additional comments or concerns. There were no other comments or concerns.

**Correspondence:**

None

**Old Business:**

No Old Business

**New Business:**

Guy Roach mentioned the possibility of Board Members reviewing/updating the York Township Comprehensive Plan.

David Hull suggested looking at the possibility of obtaining funding to help defray the cost of updating the York Township Comprehensive Plan.

Guy Roach suggested all Board Members review the York Township Comprehensive Plan, bring their ideas, notes, etc to the next meeting.

The Board Members and Dorothy Crouch discussed different ideas and the possibility of consulting legal aid

David Hull suggested to have the York Township Comprehensive Plan on a Word Document; making it easy to work with.

The Board Members and Dorothy Crouch discussed the best way to work with the York Township Comprehensive Plan.

Guy Roach asked if there was any other New Business. There was no other New Business.

Guy Roach asked Richard Monroe if he had anything for the Board Members. Richard Monroe answered he had nothing new for the Board Members.

**Adjourn:**

Lowell Wolff made a motion to adjourn the meeting at 8:00pm. David Hull seconded the motion. All members voted aye in a voice vote. Motion approved.

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Guy Roach, Chairperson

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Mary Lenarth, Secretary

## **EXHIBIT A**

### **York Township Zoning Commission Organizational Meeting Guidelines**

**January 7, 2021**

**1. Regular meetings:** Regular meeting of the Commission will be held the first Thursday of each month at 7:00pm. Unless otherwise provided, all meetings will be held the York Township Hall/Fire Station Complex, located at 6609 Norwalk Road.

The clerk shall give notice of the regular meetings by posting a copy of this resolution on the bulletin board at the Township office and notify the Medina Gazette. If the date, time or location of a regular meeting is changed, notice of the change shall be posted as provided in this section at least three (3) days prior to the meeting.

**2. Special and emergency meetings:** Special meeting of the Commission will be held at the call of the Chairman, or the Vice Chairman, or two members of the Commission. The call for a special meeting shall specify the date, time, location, and purposes of the meeting. Unless otherwise provided, special meetings will be held at the same location as regular meetings.

The Clerk shall give notice of the date, time, location, and purposes of a special meeting other than an emergency meeting by posting in the same location(s) as provided for posting notice of regular meetings. Notice shall be posted as far in advance of the meeting as practicable, but not less than twenty-four (24) hours prior to the meeting.

If there is sufficient time to provide twenty-four (24) hours notice, the Clerk shall give notice of an emergency meeting in the same manner as notice of a non-emergency special meeting. Otherwise, notice of an emergency meeting is not required.

**3. Alternate:** An alternate shall be asked by the Chairman to be seated with the Commission if there is a vacancy at the beginning of the meeting. If a regular Commission member arrives later than fifteen (15) minutes after the meeting began the alternate will remain the voting member. If the regular members arrives earlier than fifteen (15) minutes after the meeting began they can replace the alternate as the voting member if a public hearing or site plan review has not begun. Only a member that has heard all testimony can vote.

**4. Meeting minutes:** Every effort shall be made to provide minutes of the monthly meeting to the Board members one week in advance of the next scheduled regular meeting.