

Millcreek Township Zoning Commission

Organizational Meeting Minutes

Wednesday, January 19, 2022

DATE & TIME: Wednesday, January 19, 2022, at 7:00 pm

LOCATION: Millcreek Township Hall, 10420 Watkins Road, Marysville, OH 43040

CALL TO ORDER/ROLL CALL: Chair called meeting to order at 7:06 pm. The Acting Clerk called roll.

PRESENT: Joni Orders, Chair Kevin Bryant, Vice Chair Jim Lawrenz

ABSENT: Tim Belmonte Eryn Staats Maryann Sweeney
 Freeman Troyer

TRUSTEE PRESENT: None

CITIZENS / INVITED GUESTS: None

2022 Organizational Administrative Items:

1. **Election of Chair:**

Jim Lawrenz nominated Joni Orders as Chair for the 2022 calendar year. Joni Orders accepted the nomination. Jim Lawrenz moved to elect Joni Orders 2021 Chair. Kevin Bryant seconded the motion. All voted in favor.

2. **Election of Vice Chair:**

Jim Lawrenz nominated Kevin Bryant as Vice Chair for the 2022 calendar year. Kevin Bryant accepted the nomination. Jim Lawrenz moved to elect Kevin Bryant 2022 Vice Chair. Joni Orders seconded the motion. All voted in favor.

3. **Zoning Commission Meeting Time & Day for the 2022 Calendar Year:**

Commission members discussed keeping the current meeting time of 7:00 pm and selected day as the third Tuesday of each month for the 2022 calendar year. Jim Lawrenz moved to set regular meetings for 2022 calendar year on the third Tuesday of each month at 7:00pm at the Millcreek Township Hall. Kevin Bryant seconded the motion. All voted in favor.

4. **2022 Zoning Commission Meeting Quorum Requirements:**

Commission members set the attendance quorum as three members, regular or alternate members, for any meeting of the Zoning Commission. Jim Lawrenz motioned for the quorum. Kevin Bryant seconded the motion. All voted in favor.

5. **Public Meeting & Hearing Rules:**

Commission members discussed and updated rules for public comment for any public meetings / hearings of the Zoning Commission. Jim Lawrenz moved to approve the updated rules. Kevin Bryant seconded the motion. All voted in favor. The rules shall be advertised and displayed at any public meeting or hearing of the Zoning Commission and a copy of which are attached to these approved minutes. Jim Lawrenz asked about the ability of the township to record meetings. Joni Orders will bring the issue to the Trustees for consideration.

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MINUTES APPROVAL: 12/14/2021

Kevin Bryant moved to approve the previously circulated draft. Jim Lawrenz seconded the motion. All present commission members voted "Aye". Minutes were approved.

CITIZEN COMMENTS: None

TRUSTEE COMMENT: None

ZONING ADMINISTRATOR REPORT:

- December report of the Zoning Administrator was emailed to members in advance of the meeting.

OLD BUSINESS:

Draft language and updated drainage plan required/ponds & Union SWCD review:

As a result of the 2021 MOU between Millcreek Township Trustees and Union Soil & Water Conservation District, members reviewed proposed language to update existing language with sample language used in Darby Twp Zoning. Suggested changes will be drafted and sent to all members. Jim Lawrenz will use that final draft to discuss pond sizes and clarify outlet drainage with Union SWCD. Members will plan for final review and discussion in February and aim to hold a public hearing in March on the topic.

Appendix A revisions/edits and Development of a Community Tree Program per LUGP:

A revised update to Appendix A was provided to members after review and discussion with Aaron Smith at LUC. He recommended elimination of the development of a community tree program from the resolution as it outside the scope of township zoning. Trustees may pass resolutions to pursue this and establish a tree board or other programs aligned with the Land Use Growth Plan goals. For now, Appendix A summary changes are provided here. Article XIII may also need reviewed and discussed for Landscaping plans required for any PUD rezoning and Overlay District development plans. This topic should also be ready for final review next month and public hearing in March.

Corridor Overlay Districts – US-33 Innovation & US-42:

Joni Orders provided an updated draft from the December meeting review as well comments from Aaron Sorrell on 1/05/202. Public information session dates will be needed after final updates and comment from Union County Prosecuting Attorney. A potential final draft will also be circulated to the property owners affected for review in advance of information sessions. All will plan for potential meeting dates with Aaron Sorrell, planning group assisting Township.

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Zoning Resolution Reformatting – Article I updated language / Articles II & III combined:

Joni Orders provided updated a draft of a new Article I and II based upon review and comparison of other resolutions from nearby townships. Consolidating Article I and III will allow Article IV to be split into two separate articles and allow for better formatting and spacing of text to improve readability. Members should review and provide feedback. The group should follow this practice of reviewing and revising one article (or two if they are a smaller articles) each month to allow sufficient time for the LUC to be able to plan for the review and provide feedback to the township.

Zoning Forms Updating & Reformatting: Tabled to next month after attending BZA Organizational meeting on 2/2/2022 to collect feedback and input from the BZA.

Maximum building heights Business & Manufacturing districts: Tabled to next month.

Permitted / Conditional Uses in U-1 & B-1: Tabled to next month.

Setback definitions / illustrations: Tabled to next month.

NEW BUSINESS:

NEXT MEETING: February 15, 2022, 7:00 pm as scheduled.

Kevin Bryant moved to adjourn. Jim Lawrenz seconded the motion. Meeting adjourned 9:09pm.

Submitted: Joni Orders, Acting Clerk

01/20/2022

Approved:

Kevin Bryant, Vice Chair

Date