

**Millcreek Township Zoning Commission**

**Regular Meeting Minutes**

**Tuesday, February 21, 2023**

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

**CALL TO ORDER:** Joni Orders called the meeting to order at 7:02 pm

**ROLL CALL:** The Acting Clerk called the roll of members.

**PRESENT:** Joni Orders, Chair Kevin Bryant Maryann Sweeney

**ABSENT:** Tim Belmonte Jim Lawrenz Freeman Troyer  
Eryn Staats Ron Todd, ZA

**TRUSTEE PRESENT:** Keith Conroy

**CITIZENS / INVITED GUESTS:** None

**MINUTES ACCEPTANCE:**

- 11/15/2022 Public Hearing – Rezoning to EQ
- 11/15/2022 Public Hearing Zoning Resolution Amendments
- 01/17/2023 – Organizational Meeting

Maryann Sweeney moved to accept the drafts as submitted of the public hearings and organizational meetings. Kevin Bryant seconded the motion. All present members voted “Aye”.

**CITIZEN COMMENTS:** None

**TRUSTEE COMMENT:**

Mr. Conroy updated members present that the Township has begun preliminary negotiations with Jerome Township regarding fire and emergency services contract. The Township is currently in year 3 of a 5-year contract but wanted to begin discussions early.

The Trustees plan to pursue grant funding available in July for digitizing Township cemetery records. There is additional grant funding for outdoor / recreational type facilities such as the basketball court and playground exercise equipment that were previously awarded grants. Possibly next month, the Trustees would like to convene a committee to review the Township survey and prioritize potential projects for the grant writing process.

**ZONING ADMINISTRATOR REPORT:** Joni Orders forwarded the January ZA Report to members.

**UNFINISHED BUSINESS:**

- Chapter 3 – Administrative Appointments, Duties & Actions – Revision 2 should be ready for final review.
- Chapter 4 – Administration & Enforcement: Rezoning, hearings, Permits, CUPs & Variances – Revision 2 – Will send out an updated draft and more work is needed. Please take time to review.
- Chapter 4 – Zoning Permits – No existing complaints nor violations – This should be prioritized to add.
- Innovation Corridor Overlay Districts @ US-33 & SR-42 – Final draft pending some new images / reformatting graphs and a few other minor items. Last worked and discuss in August 2021. Once ready need new vote for public information session. Target dates in April.
- Chapter 6 – District Regulations - Work on this in May / June / July
- Chapter 5 – Supplementary District Regulations – Work on this in May / June / July
  - Setback definitions – *Quick Reference Guide and/or add illustrations*
- Chapter 7 – Planned Unit District Reformatting / Consolidation – Work on this July / August / September
- Awaiting potential dates from the BZA to coordinate a joint meeting to gather feedback and input as we delve into Chapters 5 – 7 of the Zoning Resolution.

**NEW BUSINESS:**

- *Special Rule of Order* – Allow the Chair to arrange the items on the agenda in a way that makes the most of member energy, subject to amendment by the Board at the meeting. Maryann Sweeney moved to amend the organizational rules of the Zoning Commission to reflect this Special Rule of Order to Robert’s Rules of Order, Revised. Kevin Bryant seconded the motion. All voted “Aye”. This will be added to Organizational meeting agendas going forward.
- Application requirements for zoning permits – no outstanding zoning issues or complaints
- Noxious weed inspection and enforcement / language to support Zoning Administrator effort.

**NEXT MEETING:** Tuesday, March 21, 2023, at 7:00 pm

**ADJOURN:**

Maryann Sweeney moved to adjourn. Kevin Bryant seconded the motion. Meeting adjourned 7:40 p.

Prepared By: \_\_\_\_\_  
 Joni Orders, Meeting Clerk Date

Accepted By: \_\_\_\_\_  
 Joni Orders, Chair / Kevin Bryant, Vice Chair Date