

Zoning Commission
Organizational Meeting
January 5, 2012
1

Ch. Kamps called the meeting to order at 8:07 p.m.

Roll Found: Kamps, Siarkowski, Walrath, Powell, Spellman, Kman and Nehrenz present. Also present were Trustee Catherwood and Trustee Schulte.

Ch. Kamps stated the purpose of this organizational meeting is to elect officers, set the day and time of all regular monthly meetings, and to address any other items of procedure.

Ch. Kamps called for nominations for Chairperson. Mr. Spellman nominated Jim Kamps. Mr. Powell seconded the nomination. No others were nominated.

Vote: Kamps – yes, Siarkowski – yes, Walrath – yes, Powell – yes, Spellman – yes

Ch. Kamps called for nominations for Vice Chairperson. Ch. Kamps nominated Karen Siarkowski. Mr. Spellman seconded the nomination. No others were nominated.

Vote: Kamps – yes, Siarkowski – yes, Walrath – yes, Powell – yes, Spellman – yes

Ch. Kamps noted that all meetings will be open to the general public: advertised per the requirements of the Ohio Revised Code. Any interested party may request a notice of any regular, or special meeting of the Zoning Commission by sending such request to the Zoning Clerk, and including self-addressed stamped envelopes.

Ch. Kamps asked for a motion of the following:

- That the first Thursday of the month starting at 7:30pm will be the time for the regular monthly meeting.
- That work sessions will be scheduled as needed, and per the requirements of the Ohio Revised Code. Normally work sessions will be called to order at 7:00pm.
- That Public Hearings will be scheduled as needed, and per the requirements of the Ohio Revised Code.
- That regular meeting for the month of December to be canceled, unless pressing business requires a meeting to be held (to be determined as needed)

Ch. Kamps called for a motion on this motion. Mr. Walrath moved and Mr. Powell seconded the motion.

Vote: Kamps – yes, Siarkowski – yes, Walrath – yes, Powell – yes, Spellman – yes

Zoning Commission
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January 5, 2012
2

Ch. Kamps noted there are procedures for various meeting business matters, to be set by motion of the new Chairperson. Ch. Kamps moved to adopt the following:

- All Zoning Commission meetings will be electronically recorded, then transferred to disc and maintained within the permanent records of the Zoning Department.
- To have minutes of the monthly meetings, and any other meeting, minutes, mailed, or electronically mailed to all members of the Commission so as to be received at least one week prior to the next regular monthly meeting.
- All new business matters (other than Amendment proposals) to be considered at a regular monthly meeting are to be received by the Zoning Clerk no later than the 22nd of the previous month. For an amendment proposal, the applicant should just request to be placed on the agenda.
- For Amendment proposals: The applicant, at a regular meeting, must submit/file amendments in person. This is because of various time limits.
- Review of issued permits, zoning fees, transfers, etc. will consist of computer printouts as generated by the Zoning Clerk and/or the TOWNSHIP SECRETARY.

Vice Ch. Siarkowski moved and Mr. Spellman seconded the motion.

Vote: Kamps – yes, Siarkowski – yes, Walrath – yes, Powell – yes, Spellman – yes

Ch. Kamps stated the following: Appointment of a Zoning Commission member as a representative of the Commission to the Board of Zoning Appeals. Review of information, and/or attendance at the Board of Appeals hearings is required in the case for Conditional Zoning, as required by Section 7.2C.

Ch. Kamps called for nominations for this representative, or for a volunteer. Vice Ch. Siarkowski nominated Ch. Kamps and Mr. Walrath seconded the nomination. No other candidates were nominated.

Vote: Kamps – yes, Siarkowski – yes, Walrath – yes, Powell – yes, Spellman – yes

Ch. Kamps stated the following: Appointment of a member to attend the Medina County Planning Commission Meetings.

Ch. Kamps called for nominations for this representative, or for a volunteer. Mr. Walrath nominated Ch. Kamps and Mr. Powell seconded the nomination. No other candidates were nominated.

Vote: Kamps – yes, Siarkowski – yes, Walrath – yes, Powell – yes, Spellman – yes

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3

Ch. Kamps asked if there were any additional procedures or additional business. No items were noted.

Ch. Kamps asked for a motion for adjournment of the Organizational Meeting. Mr. Walrath moved and Mr. Spellman seconded.

Vote: Kamps – yes, Siarkowski – yes, Walrath – yes, Powell – yes, Spellman – yes

Meeting was adjourned at 8:14 p.m.

Todd Gienger, Recording Secretary

Minutes Approved: _____, 2012

Jim Kamps, Chairman

Karen Siarkowski, Vice Chairman

Terry Walrath, Member

Calvin Powell, Member

William Spellman, Member

Mel Kman, Alternate Member

John Nehrenz, Alternate Member