

Zoning Commission
Organizational Meeting
January 16, 2014
1

Ch. Spellman called the meeting to order at 7:00 p.m.

Roll Found: Spellman, Siarkowski, Powell, Nehrenz, Kman, Kamps and Dermody present. Also present were Trustee Catherwood, Trustee Schulte, Zoning Inspector Schaefer and Administrative, Zoning Office Manager Peterlin.

Ch. Spellman 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. Spellman noted that Mel Kman has been made a regular member and Jim Kamps has been made an alternate member.

Ch. Spellman noted that he is stepping down as chairman and feels the roll should be rotated between members. Ch. Spellman called for nominations for Chairperson. Mr. Powell nominated Karen Siarkowski. Ms. Kiarkowski declined the nomination due to time issues. Mr. Nehrenz nominated Calvin Powell. Mr. Powell declined the nomination due to time issues. Ch. Spellman nominated Mel Kman. Mr. Kman declined the nomination due to lack of experience. Ch. Spellman nominated John Nehrenz. Mr. Kman seconded the nomination. No others were nominated.

Vote: Spellman – yes, Siarkowski – yes, Powell – yes, Nehrenz – yes, Kman – yes

At this time, Mr. Spellman turned the meeting over to the new chairperson, John Nehrenz.

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

Vote: Nehrenz – yes, Siarkowski – yes, Powell – yes, Spellman – yes, Kman – yes

Ch. Nehrenz 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. Nehrenz asked for a motion of the following:

- That the first Thursday of the month starting at 7:00pm 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.

Zoning Commission
Organizational Meeting
January 16, 2014
2

- 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. Spellman called for a motion. Ms. Siarkowski moved and Mr. Powell seconded the motion.

Vote: Nehrenz – yes, Siarkowski – yes, Powell – yes, Spellman – yes, Kman – yes

Ch. Nehrenz noted there are procedures for various meeting business matters, to be set by motion of the new Chairperson. Ch. Nehrenz 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.

Mr. Spellman moved and Mr. Kman seconded the motion.

Vote: Nehrenz – yes, Siarkowski – yes, Powell – yes, Spellman – yes, Kman – yes

Ch. Nehrenz 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 Chapter 7, Section 7.3C.

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

Vote: Nehrenz – yes, Siarkowski – yes, Powell – yes, Spellman – yes, Kman – yes

Zoning Commission
Organizational Meeting
January 16, 2014
3

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

Ch. Nehrenz called for nominations for this representative, or for a volunteer. Mr. Spellman nominated himself and Mr. Powell seconded the nomination. No other candidates were nominated. Ch. Spellman noted he would attend where possible.

Vote: Nehrenz – yes, Siarkowski – yes, Powell – yes, Spellman – abstain, Kman – yes

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

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

Vote: Nehrenz – yes, Siarkowski – yes, Powell – yes, Spellman – yes, Kman – yes

Meeting was adjourned at 7:28 p.m.

Todd Gienger, Recording Secretary

Minutes Approved: _____, 2014

John Nehrenz, Chairman

Karen Siarkowski, Vice Chairman

Calvin Powell, Member

William Spellman, Member

Mel Kman, Member

Jim Kamps, Alternate Member

Diane Dermody, Alternate Member