

Minutes of Zoning Commission

January 26, 2021

The regular meeting of the Bainbridge Township Zoning Commission was called to order by Mr. John Lateulere, Chairman at 7:02 P.M. Members present in person were: Ms. Marlene Walkush. Ms. Marion Perry; Ms. Laura Weber, Alternate and Ms. Stacy Westervelt, Alternate were present via Zoom. Ms. Kristina Alaei and Mr. Dennis Williams were absent. Ms. Karen Endres, Zoning Inspector, Mr. Steven Averill, Assistant Zoning Inspector and Mr. David Dietrich, Planning and Zoning Coordinator were present in person. Mrs. Kristina O'Brien, Bainbridge Township Trustee was present in person and Mrs. Lorrie Benza, Bainbridge Township Trustee was present via Zoom. Mr. Jeff Markley, Bainbridge Township Trustee was present in person and administered the Zoom meeting.

Secretary's note: The meeting was held in accordance with COVID-19 Social Distancing guidelines and also held as a "Zoom" meeting.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC COMMENTS: None.

MINUTES

Ms. Walkush moved to adopt the minutes of the November 24, 2020 meeting as written.

Ms. Perry seconded the motion that passed unanimously.

ORGANIZATIONAL SESSION

Sunshine Law

Ms. Walkush made a motion to adopt and support the Sunshine Law as provided in the O.R.C.

Ms. Perry seconded the motion.

Vote: Mr. Lateulere, aye; Ms. Perry, aye; Ms. Walkush, aye; Ms. Weber, Alt., aye; Ms. Westervelt, Alt., aye.

Secretary

Ms. Walkush made a motion to reappoint Linda Zimmerman as secretary for the Zoning Commission.

Ms. Perry seconded the motion.

Vote: Mr. Lateulere, aye; Ms. Perry, aye; Ms. Walkush, aye; Ms. Weber, Alt., aye; Ms. Westervelt, Alt., aye.

Meeting Schedule

Ms. Perry made a motion to hold the regular meetings on the last Tuesday of each month at 7:00 P.M. at the Town Hall.

Ms. Walkush seconded the motion.

Vote: Mr. Lateulere, aye; Ms. Perry, aye; Ms. Walkush, aye; Ms. Weber, Alt., aye; Ms. Westervelt, Alt., aye.

Acceptance of Proposed Amendments

The Zoning Commission was in general agreement to retain the policy of accepting any proposed amendment applications on the last meeting night of each month. (Generally to be the last Tuesday of the month.)

Election of Officers

Chairman

Ms. Walkush made a motion to reelect Mr. Lateulere as Chairman.

Ms. Perry seconded the motion.

Vote: Mr. Lateulere, abstain; Ms. Perry, aye; Ms. Walkush, aye; Ms. Weber, Alt., aye; Ms. Westervelt, Alt., aye.

Vice Chairman

Ms. Walkush made a motion to reelect Mr. Williams as Vice Chairman.

Ms. Perry seconded the motion.

Vote: Mr. Lateulere, aye; Ms. Perry, aye; Ms. Walkush, aye; Ms. Weber, Alt., aye; Ms. Westervelt, Alt., aye.

NEW BUSINESS

Temporary Signs

Mr. Lateulere explained that in November of 2019 the Zoning Commission updated the signage portion of the zoning resolution and prior to that there were no provisions for temporary signs but sandwich board signs are now permitted. See below.

“A business use having an exterior store front or entrance may have a maximum of one (1) temporary sandwich board or A-frame sign. The sign shall be located within three (3) feet measured from the exterior store front or entrance to the interior side of the sign so as not to impede pedestrian traffic. The sign shall have a maximum height of three (3) feet and a maximum width of two (2) feet. The sign shall not be illuminated and shall be displayed only during the hours of operation of the affected business.”

The Zoning Commission met with business owners Ms. Kimberly Gibson of the Hungry Bee and Mr. Ron Silverman of Bainbridge Antiques for a discussion on temporary signs. Mr. Andrew Shibley representing the Bainbridge Commons and Ms. Traci Piazza were also present via Zoom.

Mr. Silverman explained his hardships of not being able to have a temporary sign at the street because his business is not visible from the street.

Ms. Gibson said that she is here on behalf of other businesses in the township as well and explained her hardship being in the restaurant business during this pandemic and how important temporary signs are for her business because her demographics are older and not on Facebook etc. so her sandwich board is significant for her sales. She said she really relies on her sandwich board and she can't have it 3' away from her building because no one will see it from the road.

Mr. Andrew Shibley explained that he is with Shibley Properties, the owner of Bainbridge Commons and they support the sandwich board signage which will help new tenants or tenants with promotions throughout this difficult period of COVID.

The Zoning Commission held a discussion with the business owners on temporary signs and discussed possibly a temporary moratorium on temporary signs during the COVID pandemic or the initiation of a zoning amendment to amend the zoning resolution. No decision has been made at this time.

OLD BUSINESS

Proposed Zoning Amendment Chapter 119 - Architectural Review Board

The Zoning Commission reviewed the latest draft of the proposed Architectural Review Board amendment, dated November 30, 2020, and made some modifications to it. It was agreed to continue the review of this proposed amendment at the next meeting.

OTHER BUSINESS

Assistant Zoning Inspector

Ms. Endres introduced Mr. Steven Averill, Bainbridge Township's new Assistant Zoning Inspector.

CORRESPONDENCE

1. Bainbridge Township Board of Trustees Meeting Minutes, dated November 9, 2020, November 10, 2020, November 23, 2020, December 3, 2020, December 7, 2020, December 10, 2020, December 15, 2020, December 21, 2020, December 29, 2020, January 4, 2021, January 6, 2021.
2. Bainbridge Township Board of Zoning Appeals Meeting Minutes dated October 15, 2020, November 19, 2020.
3. Memo from the Geauga County Planning Commission, dated December 23, 2020. RE: Preliminary Plan – Geauga Lake Subdivision No. 1.
4. Memo from the Geauga County Planning Commission, dated December 23, 2020. RE: Replat of Canyon Lake Colony Subdivision No. 4 – Sublots 115 & 116A – Final Plat.

Since there was no further business to come before this meeting of the Bainbridge Township Zoning Commission, Ms. Walkush made a motion to adjourn.

Ms. Perry seconded the motion that passed unanimously. The meeting was adjourned at 9:34 P.M.

Respectfully submitted,

Linda L. Zimmerman
Zoning Commission Secretary

John Lateulere, Chairman

Date Approved: February 23, 2021