

## Minutes of Zoning Commission

September 29, 2015

The regular meeting of the Bainbridge Township Zoning Commission was called to order by Mr. Steve Hunder, Chairman at 7:00 P.M. Members present were: Mr. Brent Classen; Mr. Justin Czekaj and Mr. Charles Nichols. Ms. Shannon Byrne was absent. Ms. Karen Endres, Zoning Inspector was present.

GUESTS: Ms. Jennifer Syx and Mr. Jordan Warfield of InSite Advisory Group  
Mr. Christopher Horn, Township Trustee

### NEW BUSINESS

#### New Zoning Commission Member

The Zoning Commission welcomed Mr. Brent Classen as a new member of the Zoning Commission. He was recently appointed to fill Mr. Yingling's unexpired term ending December 31, 2015.

### OLD BUSINESS

#### Proposed Comprehensive Zoning Resolution – Encode Plus Software

Mr. Bret Keast of Kendig Keast Collaborative conducted a webinar on Encode Plus for the Zoning Commission members with Ms. Jennifer Syx, Mr. Jordan Warfield and Mr. Christopher Horn in attendance.

The Zoning Commission discussed the software packages available and the length of the contract agreement. Mr. Horn will work with Mr. Keast regarding the proposed contract agreement.

#### InSite Advisory Group

Ms. Syx reviewed the scope of services her company is providing to the township.

### CORRESPONDENCE

1. Bainbridge Township Board of Trustees Meeting Minutes, dated August 31, 2015.
2. Bainbridge Township Board of Zoning Appeals Meeting Minutes, dated August 20, 2015.
3. Memo from David C. Dietrich, Geauga County Planning Director, dated September 23, 2015. RE: Shops at Marketplace Subdivision (Replat of Sublot 3A) – Final Plat.
4. Memo from David C. Dietrich, Geauga County Planning Director, dated September 24, 2015. RE: Canyon Lake Colony Subdivision No. 13-C – Final Plat.

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

Mr. Nichols seconded the motion that passed unanimously. The meeting was adjourned at 8:45 P.M.

Respectfully submitted,

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Linda L. Zimmerman  
Zoning Secretary

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Steve Hunder, Chairman

Date Approved: October 27, 2015