

7:30 P.M.

October 5

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The Special Meeting was held in the Town Hall meeting room with Ronald Kotkowski (Ron K.), Frank Ruehr, Jr., (Frank R.), and John Kline (John K.), from here on out will be addressed as the BOT (Board of Trustees), and Fiscal Officer, Jill Corbett present. The purpose of the Special Meeting was to address a Zoning Amendment. Amendment 1, 2, 3, & f, was presented to the BOT from the Shalersville Township Zoning Commission. The meeting Chairperson, Ronald Kotkowski called the meeting to order. Ben Kotkowski led the Pledge of Allegiance.

Others present: Maude Bias, Ben Kotkowski, Greg Benner and Dean Engelhart.

Ron K. read the following letter with the four Amendments motions from the Shalersville Zoning Commission.

Amendment 1

1. Add proposed amendment: Section 805 Zoning Commission
2. Add proposed amendment: Section 805.01 Design Guideline Board

Amendment 2

Section 811 Organization, Meetings, Hearings
 Amend: Bullets A & C to include the Boards of the Zoning Commission and Design Guideline.
 Add: Bullet E: Recording Secretary

Amendment 3

Section 812 Powers and Duties

Amendment 4

Shalersville Township Design Guidelines

Trustees,

In a special public meeting on September 9, 2021, the Shalersville Township Zoning Commission approved to adopt the amendments heard, the amendments were reviewed by Regional Planning, and were amended by the Zoning Commission. The following proposed amendments are submitted to the Shalersville Township Trustees for review and recommendations of the following proposed amendments.

New language is **Italic bold underline.**

Amendment 1 – Add Sections 805 – 805.01

Section 805 Zoning Commission

There is hereby created a Township Zoning Commission consisting of five (5) members, plus one (1) alternate, who shall be residents of the unincorporated area of the Township included in the area zoned, and shall be appointed by the Township Trustees. The term of each member shall be five (5) years, beginning January 1, next, except that the terms of the original member shall be of such length and so arranged that the terms of one member will expire each year. Each member shall serve until his successor is appointed and qualified.

Section 805.01

There is hereby created a Design Guideline Board consisting of voting members, from the Zoning Commission who shall be residents of the unincorporate area of the Township included in the area zoned, and shall be appointed by the Township Trustees. The term of each member shall coincide with each member as appointed on the zoning board. The Zoning Inspector is a non-voting member of this board.

Amendment 2 – Amend - Section 811 Organization, Meetings, Hearings

To include Zoning Commission and Design Guideline Board into paragraphs, A, C, and add E.

- A. **The Zoning Commission**, Board of Zoning Appeals, **and Design Guideline Board** shall elect a Chairman from its membership, and shall prescribe rules for the conduct of its affairs.
- C. The **Zoning Commission**, Board of Zoning Appeals **and Design Guideline Board** shall meet at the call of **the Secretary**, its Chairman, or any two members, and at such other regular times as it shall determine by resolution.
- E. **The Township Trustees shall hire or appoint a Recording Secretary, who will transcribe all minutes, maintain all records, including but not limited to the zoning resolutions and maps as required by each Board, Township Trustees and Zoning Inspector.**

Amendment 3 – Add - Section 812 Powers and Duties

The Township Zoning Commission shall have the following power:

- A. **To hear and decide where there may be necessity, convenience, general welfare, or good zoning practices hear and recommend zoning resolutions or amendments to the Townships Trustees for recommendations.**
- B. **All updates, changes or recommendations shall follow procedures as set in Article IX of the Zoning Resolutions.**

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The Township Design Guideline Board shall have the following power:

- A. **Design Guideline Board meets with the advice of the Zoning Inspector.**
- B. **To hear and review all plans for new construction as well as expansions or redevelopment of existing buildings, and sites in the Industrial, Commercial and all non-residential areas of Mixed-Residential zoned districts within Shalersville Township.**
- C. **Approval of the Design Guideline Board is mandatory, the standards are flexible.**

Amendment 4 – Shalersville Township Design Guidelines

1. Updating the verbiage of Planning Staff to state Design Guideline Board, Zoning Commission and Zoning Inspector where appropriate.
2. Include all non-residential areas of the Township were appropriate.
3. Removed The Zoning Board of Appeals where it was not required and adding where it was required.

Respectfully,

Maude Bias
Zoning Commission Secretary

Ben Kotkowski explained that this is really just a clarification for what was already in the Zoning Resolutions Book.

Frank Ruehr, Jr. made a motion to accepted the changes as presented. John Kline seconded the motion. All in favor and the motion carried.

No further business, Chairperson, Ronald Kotkowski directed the meeting to be adjourn at 7:36 p.m.

Ronald Kotkowski, Chairperson

Jill Corbett, Fiscal Officer