

COPLEY TOWNSHIP ZONING COMMISSION MEETING

January 5, 2023

1 Mr. Karst convened the meeting of the Copley Township Zoning Commission at 6:00 p.m.
 2 Present were Wes Henry, Michael Karst, and Sylvia Chinn-Levy. William Albright and
 3 Gary Worner were absent. Shawna Gfroerer and Clarissa Hunt from the Department of
 4 Community and Economic Development were also present.

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 6 **ELECTION OF OFFICERS**

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 8 **Mr. Karst called for the election of the 2023 Chair. Mr. Henry moved to nominate**
 9 **Mr. Karst. Ms. Chinn-Levy second. Mr. Karst accepted the nomination for Chair.**
 10 **Mr. Karst called for a vote. The motion carried.**

11

Board Member	Present	Motion	Second	Yea	Nay	Abstain
William Albright	Absent					
Sylvia Chinn-Levy	X		X	X		
Gary Worner	Absent					
Michael Karst	X			X		
Wes Henry	X	X		X		

12
 13 **Mr. Karst called for the election of Vice-Chair. Ms. Chinn-Levy moved to table the**
 14 **election of Vice-Chair to the February meeting. Mr. Henry second. Mr. Karst called**
 15 **for a vote. The motion carried.**

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Board Member	Present	Motion	Second	Yea	Nay	Abstain
William Albright	Absent					
Sylvia Chinn-Levy	X	X		X		
Gary Worner	Absent					
Michael Karst	X			X		
Wes Henry	X		X	X		

17 **REVIEW OF MINUTES**

18 **Mr. Karst called for a motion. Ms. Chinn-Levy motioned to approve the December**
 19 **1, 2022 meeting minutes. Mr. Karst second. Mr. Karst asked for a vote. The**
 20 **motion carried.**

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Board Member	Present	Motion	Second	Yea	Nay	Abstain
William Albright	Absent					
Sylvia Chinn-Levy	X	X		X		
Gary Worner	Absent					
Michael Karst	X		X	X		
Wes Henry	X			X		

22
 23 Ms. Gfroerer stated the Text Amendment Article 2, Article 4, and Article 7-Hotel/Motel
 24 are pending review by Summit County Planning Commission, Review Date: 1/26/2023,
 25 and asked to continue the Public Hearing.

26
 27 **Mr. Karst called for a motion. Ms. Chinn-Levy motioned to continue a Public**
 28 **Hearing for Text Amendment Article 2, Article 4, and Article 7-Hotel/Motel to the**
 29 **February meeting. Mr. Henry second. Mr. Karst asked for a vote. The motion**
 30 **carried.**

31

Board Member	Present	Motion	Second	Yea	Nay	Abstain
William Albright	Absent					
Sylvia Chinn-Levy	X	X		X		
Gary Worner	Absent					

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January 5, 2023

Michael Karst	X			X		
Wes Henry	X		X	X		

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Business from the Department of Community & Economic Development.

Ms. Gfroerer stated that the Department processed 12 applications for a total investment of approximately \$1,558,250.00 in December.

Ms. Gfroerer stated that the Department processed 211 applications year to date for a total investment of approximately \$21,897,881.00 in 2022.

Ms. Gfroerer presented an update on the general activities of the department.

Capital Projects

- Middle School Public Parking Lot
 - Trustees agreed to re-bid the project in late Winter or early Spring for construction
- Ridgewood Road Trail
 - We have selected Environmental Design Group to design the trail
 - Plan to host February and March public stakeholder meetings once survey and project limits are determined
- Safety Center/Sunset Drive
 - CESO has been finalizing the roadway design for Sunset Drive
 - We have completed the Traffic Impact Study and continue to work with Summit County on the preliminary plan review and approval of the new road layout
 - Department heads meet bi-weekly with Horne and King (Safety Center Architect) to continue to finalize details about the interior and exterior features of the building
- General Engineering Services
 - The Township has entered a contract with GPD Group to provide the Township and all departments their services as needed for engineering or architectural services as requested
 - This will save us valuable time when needed to hire a consultant for cost estimates, surveys, etc.

Gateway Signage

- Looking for a potential location to install in 2023
 - South
 - North
 - Copley Circle sign improvements

Board Vacancies

- ARB-Town vacancies
- Zoning Commission-Two vacancies

Social Media

- Nearing completion of 2023 Copley Magazine for publication
- Community and Economic Development website update to be completed this Spring

Ms. Gfroerer provided an update on Accessory Dwelling Units. Ms. Gfroerer thanked all of the Commission members for attending the Board of Trustees Hearing. The Board of Trustees decided to keep the hearing open while they considered any additional public comments. Ms. Gfroerer stated that the Trustees are reconvening on January 17, 2023, and can submit comments in writing via letter or email to the Trustees. Those comments can be sent to Janice Marshall, and she will ensure that the Board of Trustees Board receives those letters and comments.

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1 The Zoning Commission will begin the Comprehensive Land Use Plan update for 2025,
2 working on one chapter every month. Ms. Gfroerer stated that the next phase typically is
3 determining what sections the Commission might need to update, and then having
4 approval financially from the Board of Trustees if the Commission would need to have
5 any consultants.

6
7 Ms. Gfroerer stated that the Commission will be looking at updating some of the
8 environmental assessments that are currently in the Comprehensive Land Use Plan.
9 EnviroScience did the last study in 2007 or 2009 for the Land Use Plan update, they
10 provided recommended updates, and about how much that would cost.

11
12 Ms. Gfroerer explained that it's a multi-year process in updating the Land Use Plan.

13
14 Ms. Gfroerer next provided the Commission with sample documents on auditing our
15 Zoning Resolution. Ms. Gfroerer stated that in most cities, it's called a zoning code audit.
16 Both of these projects will look similar as far as the project plan, the workflow, what
17 Boards they go through, and who has to approve the changes. Essentially, the
18 Commission will go through the Zoning Resolution, look at inconsistencies in the
19 Resolution, duplicate information, and look at the information in the Resolution that is
20 not easy to understand.

21
22 The idea is that the document is designed for our residents. A resident should be able to
23 take the document and understand the document. If they don't understand it, it
24 shouldn't take a five-hour conversation to understand it. The other caveat in the
25 Resolution is, if there are two conflicting pieces of information, we typically default to the
26 benefit of the applicant. If there are two conflicting pieces of zoning, district information,
27 like a split zoned parcel, per our resolution, it all defaults to the most restrictive district.

28 Ms. Gfroerer stated through the Ohio Revised Code, Copley Township adopted a Zoning
29 Resolution in 1949. In 1949, all of our districts for Copley Township were established.
30 Essentially, all of those districts, and the core of that Zoning Resolution from 1949,
31 carried through to the year 2012. Every year small updates are made, and text is added
32 or changed. All of that requires a Public Hearing by the Zoning Commission, Summit,
33 County Planning Commission, and the Board of Trustees. The updates on file where
34 maybe Zoning Commission did a little more than a one or two-section update occurred in
35 1968, 1972, 1974, 1978, 80, 1986, and 2000. Then in 2012, the Commission undertook a
36 full rewrite of the Zoning Resolution.

37 The Commission briefly discussed form-based zoning.

38
39 **Business from the Floor** - There was no business from the Floor.

40
41 **Mr. Karst called for a motion. Ms. Chinn-Levy made a motion to adjourn the**
42 **meeting. Mr. Henry second. All in favor. Motion carried.**

43
Table with 7 columns: Board Member, Present, Motion, Second, Yea, Nay, Abstain. Rows include William Albright (Absent), Sylvia Chinn-Levy (X), Gary Worner (Absent), Michael Karst (X), and Wes Henry (alt.) (X).

44 The meeting was adjourned at 6:49 pm.

45 **Mr. Karst stated that the next meeting would be held on February 2, 2023.**

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47 Approved By:

Submitted By:

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Mr. Karst, Chair
Zoning Commission

Clarissa Hunt
Community & Economic Development