

# BETHLEHEM TOWNSHIP ZONING DEPARTMENT

8600 BLOUGH AVE SW ♦ P.O. Box 161 ♦ NAVARRE, OH 44662

Scott Borojevich Zoning Inspector

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## Zoning Commission Board Minutes for July 23, 2025

Commission Board Chair, Holzer called the meeting to order at 6:00 pm. Seconded by Tournoux. The pledge was recited by all present. Upon Role Call the Result Was:

HOLZER HERE    TOURNOUX HERE    FLINNER HERE    SCHEETZ HERE

Also present was Zoning Secretary Matics.

Tournoux made the motion to accept the minutes of June 23, 2025 as they have read them through email. Holzer seconded the motion. All in Favor: YES

**Discussion:** Minimum lot size. Did the Trustees have any recommendations? Matics stated that the Trustees said they cannot do that for the entire township. Veselenak stated a farmer did approach her and said it was his land that he worked all his life for and it should be his decision as to how he sells it. It is up to the Commission Board to decide whether to pursue that.

**Decision:** The Commission Board members decided not to pursue changing the lot size.

**Discussion:** Zoning Resolution update for “Public Hearing Notices”

**Decision:** Tournoux moved, Flinner seconded the adoption of the following amends to forward to SCRIP for their recommendations:

### **Article VIII Conditional Zoning Certificates.**

Update section 801.1 D. Hearing

After adequate review and study of any application, the Board of Zoning Appeals shall hold a public hearing or hearings upon every application after at least one (1) publication using methods allowed in ORC 519.06 at least ten (10) days prior to the date of the hearing. Such notice shall indicate the place, time, and subject of the hearing.

### **Article IX Board of Zoning Appeals**

Update section 901.11 Notice of Hearings

When a notice of appeal has been filed in proper form with the Board of Zoning Appeals, the secretary shall immediately place the said request for appeal upon the calendar for hearing, and shall cause notices stating the time, place, and object of the hearing to be served personally or by mail addressed to the parties making the request for appeal, and other property owners of interest, at least ten (10) days prior to the date of the scheduled hearing. All notices shall be sent to addresses given in the last tax assessment roll. Such hearings shall be advertised using

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methods allowed in ORC 519.06 at least ten (10) days before the date of such hearing. The Board, at its discretion, may send out further notices to publicize such hearings. The Board may recess such hearings from time to time, and if the time and place of the continued hearing be publicly announced at the time of adjournment, no further notice shall be required.

Holzer will send this into SCRCP for their recommendation.

**Discussion:** Printing new Zoning Resolution Books. SCRCP is \$10.00 per book and PPI is \$9.00 per book.

**Decision:** Tournoux volunteered to do up a couple different versions of a cover for the Resolution and bring them to the next meeting.

**Discussion:** Compare the old 2009 Zoning Resolution with the new one that SCRCP emailed with added amendments. Also note anything that should be updated or is questionable.

**Decision:** Holzer will review pages 1-26, Flinner will review pages 27-53, Tournoux will review pages 54-80 and Scheetz will review pages 81-104.

**Discussion:** Changes that the Zoning Inspector would like to have reviewed.

**Decision:** If Borojevich cannot attend the meeting, maybe he could email all members his input before the scheduled meeting. Matics will inform Borojevich.

**Discussion:** Making the Zoning Resolution have a “search item” to make it more user friendly on the Township website.

**Decision:** Holzer and Tournoux will ask their IT specialists at their work places about this.

**Discussion:** The Governmental Law Seminar put on by RPC and the Prosecutor's Office is set to be in early 2026. The offices are still working to hammer down a date and will let you know when that is as soon as possible.

**Discussion:** All the Board members do receive the OTA webinar information and whoever can attend a Zoning Roundtable will participate in that.

The next meeting will be Wednesday, August 20, 2025 at 6:00 pm. Tournoux moved to adjourn. Seconded by Scheetz. The meeting adjourned at 6:56 pm.

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Chair-Adele Holzer

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Zoning Secretary - Jody Matics