

Harpersfield Township Zoning Commission
1481 Old Harpersfield Road
Harpersfield Twp., OH 44041

Regular Session

Held on December 5, 2022

The Zoning Board of Harpersfield Township held a regular session meeting in the Harpersfield Township Administration Building. Ken McLeod, Chairman, called the meeting to order at 7:00 pm with the following members and visitors present:

Members: Ken McLeod Ed Pristov Gary Somnitz Pete Hommel
Clerk: Debbie Riffle
Zoning Administrator – Marty Pitkin
Trustees: Ed Spoor
BZA: N/A
Visitors: N/A

Gary Somnitz made a motion to approve the November 7, 2022, regular session meeting minutes; Pete Hommel seconded; the Board was all in favor, none opposed.

Marty advised that he has concerns with the proposed Detached Accessory Dwelling Unit text change. Feels that it could be a problem to allow this in R-1 district. Ken advised some residents are already doing this and by adding this to the text as conditional use, the Township can regulate it. Marty does realize we have to do this but just wanted to address his concerns.

Marty advised that Larry Lister would like to join the Zoning Commissions Board as the board is short one member. Trustees will have to make that decision. Ron Gilbert is also interested in coming back as well. Will need one additional alternate.

Marty would like to type his own letters in lieu of having the zoning clerk type. Debbie agreed and will forward letterhead template to Marty.

Gary advised that we need to update the text on the website. Debbie will forward a copy of the updated text to Gary.

Gary suggested we should discuss Solar Panel installations in the future. Marty advised that if it is not attached to the building it would be separate structure and township would regulate. If attached, township cannot touch as it is an improvement to the building.

Ed Spoor asked how far board was with storage units. A discussion was held regarding storage units, Ken advised that it was discussed previously unsure if changes to the text were made. Debbie to review prior minutes to verify.

Next meeting will be held Monday, January ¹⁶~~17~~, 2023, at 7:00 pm which will be an Organizational meeting, followed by a Regular Meeting.

Pete Hommel made a motion to adjourn the regular session at 8:00 pm; Gary Somnitz seconded; All in favor, none opposed.

Debbie Riffle
Harpersfield Zoning Clerk

Harpersfield Township Zoning Commission
1481 Old Harpersfield Road
Harpersfield Twp., OH 44041

Regular Session

Held on November 7, 2022

The Zoning Board of Harpersfield Township held a regular session meeting in the Harpersfield Township Administration Building. Ken McLeod, Chairman, called the meeting to order at 7:04 pm with the following members and visitors present:

Members: Ken McLeod Ed Pristov Gary Somnitz

Clerk: Debbie Riffle

Zoning Administrator – Marty Pitkin

Trustees: Ed Spoor

BZA: N/A

Visitors: N/A

Gary Somnitz made a motion to approve the October 3, 2022, regular session meeting minutes; Ed Pristov seconded; the Board was all in favor, none opposed.

Ed Spoor advised a residence was in concerned about set back regarding a tiny home that is being built right on his property line which there has not been a permit of any kind issued. Marty is aware of the situation and has tried to contact homeowner; Ed will be going to the building department.

Debbie provided copies of the proposed text change package which is ready for submission once Marty provides meeting dates for planning commission and public hearing. Board was ok with all documents provided except Debbie needs to add the definition as discussed

Ed Pristov made a motion to approved the Detached Accessory Dwelling Units with the revisions made; Gary Somnitz seconded; The Board was all in favor, none opposed.

Roll Call:

Ed Pristov – Yes

Gary Somnitz – Yes

Ken McLeod – Yes

Next meeting will be held Monday, December 5, 2022, at 7:00 pm.

Ed Pristov made a motion to adjourn the regular session at 8:03 pm; Gary Somnitz seconded; All in favor, none opposed.

Debbie Riffle
Harpersfield Zoning Clerk

Harpersfield Township Zoning Commission
1481 Old Harpersfield Road
Harpersfield Twp., OH 44041

Regular Session

Held on October 3, 2022

The Zoning Board of Harpersfield Township held a regular session meeting in the Harpersfield Township Administration Building. Ken McLeod, Chairman, called the meeting to order at 7:07 pm with the following members and visitors present:

Members: Ken McLeod Ed Pristov Gary Somnitz

Clerk: Debbie Riffle

Zoning Administrator – Marty Pitkin

Trustees: N/A

BZA: N/A

Visitors: Doug Dean

Gary Somnitz made a motion to approve the September 1, 2022, regular session meeting minutes; Ed Pristov seconded; the Board was all in favor, none opposed.

Doug Dean came in to discuss his application for his accessory building. Marty advised that he checked with other townships and in Lake County, accessory buildings are not allowed. Marty's suggestion to Mr. Dean was to split the lot. Mr. Dean does not wish to split his lot. Board advised Mr. Dean would have to apply for variance and present to the appeals board.

Board suggested the following changes to prior proposed text for STADU now changed to Detached Accessory Dwelling Units (1012):

1. Change all from Short Term Rental Accessory Dwelling units to Detached Accessory Dwelling Units
2. Remove all Short-Term Rental definitions
3. 1012.1 Purpose – while allowing to build DADU
4. 1012.2 Districts, R1, R2, IOP/TC, LC and RAD
5. 1012.4: #1 add with a min of 5 acres, delete #2, add verbiage as per section 519-1, #7 fix typo, #8 change "will" to "may", #9 add "would be subject to site plan review for number of units, spacing and overall layout as set forth by the ZA, BZA and fire chief, delete #12, #13 change "is" to "may be"

Next meeting will be held Monday, November 7, 2022, at 7:00 pm.

Ed Pristov made a motion to adjourn the regular session at 9:20 pm; Gary Somnitz seconded; All in favor, none opposed.

Debbie Riffle
Harpersfield Zoning Clerk

Harpersfield Township Zoning Commission
1481 Old Harpersfield Road
Harpersfield Twp., OH 44041

Regular Session

Held on September 1, 2022

The Zoning Board of Harpersfield Township held a regular session meeting in the Harpersfield Township Administration Building. Ken McLeod, Chairman, called the meeting to order at 7:08 pm with the following members and visitors present:

Members: Ken McLeod Ed Pristov Gary Somnitz Pete Hommel
Clerk: Debbie Riffle
Zoning Administrator – Marty Pitkin
Trustees: N/A
BZA: N/A
Visitors: N/A

Gary Somnitz made a motion to approve the August 1, 2022, regular session meeting minutes; Pete Hommel seconded; the Board was all in favor, none opposed.

Welcomed new Zoning Administrator Marty Pitkin. Marty advised he was with Concord Township for 3 ½ years. Prior to the he was a Civil Engineer in Lake County for 22 years then worked construction estimation and inspection.

Marty will be reviewing and working on the fee schedule. Would like to see flat fee in lieu of by sq. ft.

A discussion about Short Term Rentals was had. Further discussion will be held at next meeting

Next meeting will be held Monday, October 3, 2022, at 7:00 pm.

Gary Somnitz made a motion to adjourn the regular session at 8:58 pm; Pete Hommel seconded; All in favor, none opposed.

Debbie Riffle
Harpersfield Zoning Clerk

Harpersfield Township Zoning Commission
1481 Old Harpersfield Road
Harpersfield Twp., OH 44041

Regular Session

Held on August 1, 2022

The Zoning Board of Harpersfield Township held a regular session meeting in the Harpersfield Township Administration Building. Ken McLeod, Chairman, called the meeting to order at 7:02 pm with the following members and visitors present:

Members: Ken McLeod Ed Pristov Gary Somnitz Pete Hommel

Clerk: Debbie Riffle

Zoning Administrator – N/A

Trustees: Ed Spoor

BZA: N/A

Visitors: Doug Dean

Ed Pristov made a motion to approve the May 2, 2022, regular session meeting minutes with a correction on Paula's name (currently shows as Paul in last sentence); Gary Somnitz seconded; the Board was all in favor, none opposed.

Ed Pristov made a motion to approve the June 6, 2022, regular session meeting minutes; Pete Hommel seconded; the Board was all in favor, none opposed. Incomplete minutes as clerk was not in attendance and recorder shut off after 6 minutes.

Ed advised there have been a lot of inquiries regarding cabins. Plan was to include in text using Vineyard Woods as a model but currently nothing regarding rentals in text today. Proposal was rejected by Ashtabula County Planning commission. Board would be able present to Trustee's for approval. Accessory Dwelling currently does not specify you can or cannot rent out. Board to review and clean up the previous proposed text change to present to Trustees for approval.

Doug Dean is trying to get paperwork to submit for accessory structure. 1600 sq ft. with sewer/water. He advised he is ready to bring building plans to county and would like to know what the next steps are. Advised he has not had any contact with Larry as of yet to review what is needed to proceed.

Next meeting will be held Thursday, September 1, 2022, at 7:00 pm.

Gary Somnitz made a motion to adjourn the regular session at 8:23 pm; Pete Hommel seconded; All in favor, none opposed.

Debbie Riffle
Harpersfield Zoning Clerk

Harpersfield Township Zoning Commission
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Regular Session

Held on June 6, 2022

The Zoning Board of Harpersfield Township held a regular session meeting in the Harpersfield Township Administration Building. Ed Pristov, Co-Chairman, called the meeting to order at 7:04 pm with the following members and visitors present:

Members: Ed Pristov Gary Somnitz Pete Hommel Ken McLeod

Clerk: N/A

Zoning Administrator – Larry Lister

Trustees: Ed Spoor

BZA: N/A

Visitors: N/A

No minutes today as Debbie is not in attendance.

Larry advised Dollar General should be completed in September. Hotel should be completed June 2023, Starbucks should be done January or February 2023. Pizza Roto delayed as they decided to tear down old building and build new.

No recording

Next meeting will be held Monday, August 1, 2022, at 7:00 pm.

Debbie Riffle
Harpersfield Zoning Clerk

Harpersfield Township Zoning Commission
1481 Old Harpersfield Road
Harpersfield Twp., OH 44041

Regular Session

Held on May 2, 2022

The Zoning Board of Harpersfield Township held a regular session meeting in the Harpersfield Township Administration Building. Ed Pristov, Co-Chairman, called the meeting to order at 7:02 pm with the following members and visitors present:

Members: Ed Pristov Gary Somnitz Pete Hommel Paula Pristov
Clerk: Debbie Riffle
Zoning Administrator – Larry Lister
Trustees: Ed Spoor
BZA: N/A
Visitors: Steve Shaffer

Pete Hommel made a motion to approve the April 4, 2022, regular session meeting minutes; Paula Pristov seconded; the Board was all in favor, none opposed.

Discussion was had by board members to allow filling stations as a conditional use in the RAD district. Currently permitted in AC.

Get Go is looking to add a 10 pump gas stations where Chops is currently located. There will be a 3-lane drive with a light (across from Old Orchard)

Gary Somnitz made a motion to add service stations as a conditional use to the RAD district (804.1); Pete Hommel seconded; the Board was all in favor, none opposed.

Roll Call:

Paula Pristov- Yes
Pete Hommel – Yes
Gary Somnitz – Yes
Ed Pristov – Yes

Guest Steve Shaffer advised that he purchased 16.5 acres of land in Harpersfield Twp that he would like to build on in 2-3 years and requested clarification on the rules. He provided the board with his plans. Requested clarification on a rear dwelling. Wanted assurance that what he has shown in his plans is acceptable. The board agreed that the plans that were provided are acceptable according to our zoning text.

Next meeting will be held Monday, June 6, 2022, at 7:00 pm.

Pete Hommel made a motion to adjourn the regular session at 7:58 pm; Paula Pristov seconded; All in favor, none opposed.

Debbie Riffle
Harpersfield Zoning Clerk

Harpersfield Township Zoning Commission
1481 Old Harpersfield Road
Harpersfield Twp., OH 44041

Regular Session

Held on April 4, 2022

The Zoning Board of Harpersfield Township held a regular session meeting in the Harpersfield Township Administration Building. Ken McLeod, Chairman, called the meeting to order at 7:04 pm with the following members and visitors present:

Members: Ken McLeod Ed Pristov Gary Somnitz Pete Hommel Paula Pristov
Clerk: Debbie Riffle
Zoning Administrator – Larry Lister
Trustees: N/A
BZA: N/A
Visitors: Doug Dean

Gary Somnitz made a motion to approve the March 7, 2022, regular session meeting minutes; Pete Hommel seconded; the Board was all in favor, none opposed.

Larry requested that the board define principal building in the text. Section 902, R1 and R2. Ken suggested to add "Principal building as defined in R1 and R2 must be a principal dwelling unit". Suggested to add as a note under chart for R1 and R2 to define what a principal building is. Board agreed that we need to define what an allowable principal structure is. Must be a minimum of 1600 sq. ft. with septic and water. Code conforming dwelling unit examples Church, Library, School, House, etc.

Larry would also like to request that the board to review 2 additional items: Add Filling stations (10 pumps, no truck diesel pumps) as a conditional use in RAD district and to include public storage inside building/under roof and on cement in RAD.

Old Business: Definition of Warehouse and Public storage. Ed advised it was defined in old text. Accessory Dwelling rental units will resubmit with future changes. To allow public storage in in all districts but RAD, R1 and R2.

Doug Dean inquired as to why 1600 sq ft was established as a minimum for a single-family home. Ken advised he believes it was more of a push by the trustees that was similar to other townships to push tax valuations of new homes. He is in R2 and would like to build another smaller home on his parcel.

Next meeting will be held Monday, May 2, 2022, at 7:00 pm.

Pete Hommel made a motion to adjourn the regular session at 8:21 pm. Gary Somnitz seconded. All in favor, none opposed.

Debbie Riffle
Harpersfield Zoning Clerk

Harpersfield Township Zoning Commission
1481 Old Harpersfield Road
Harpersfield Twp., OH 44041

Regular Session

Held on March 7, 2022

The Zoning Board of Harpersfield Township held a regular session meeting in the Harpersfield Township Administration Building. Ken McLeod, Chairman, called the meeting to order at 7:06 pm with the following members and visitors present:

Members: Ken McLeod ~~Bill Riffe~~ Gary Somnitz Pete Hommel
Clerk: Debbie Riffle
Zoning Administrator -- N/A
Trustees: N/A
BZA: N/A
Visitors: N/A

Gary Somnitz made a motion to approve the February 7, 2022, Organization meeting minutes; Pete Hommel seconded; the Board was all in favor, none opposed.

Gary Somnitz made a motion to approve the February 7, 2022, regular session meeting minutes; Pete Hommel seconded; the Board was all in favor, none opposed.

Board discussed a request to add warehouse storage to an allowable use in AC district only. Ken advised there is not a definition of warehouse storage or public storage. Will need to add definitions to text. No action at this time, board just to think about possible changes and definitions.

Public will send meeting minutes to all affected districts but no action at this time.

Next meeting will be held Monday, April 4, 2022, at 7:00 pm.

Pete Hommel made a motion to adjourn the regular session at 7:27 pm. Gary Somnitz seconded. All in favor, none opposed.

Debbie Riffle
Harpersfield Zoning Clerk

Harpersfield Township Zoning Commission
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Regular Session

Held on February 7, 2022

The Zoning Board of Harpersfield Township held a regular session meeting in the Harpersfield Township Administration Building. Ken McLeod, Chairman, called the meeting to order at 7:50 pm with the following members and visitors present:

Members: Ken McLeod Ed Pristov Gary Somnitz Paula Pristov
Clerk: Debbie Riffle
Zoning Administrator – Larry Lister
Trustees: Ed Spoor
BZA: N/a
Visitors: N/A

Ed Pristov made a motion to approve the December 6, 2021, minutes; Paula Pristov seconded; the Board was all in favor, none opposed.

Ed Pristov was supposed to be property where they wanted to put up cabins. Board agrees that this issue has been reviewed over the year and the board agreed to leave as it is in the text currently.

Larry advised permit issued for house across from Sonny Lanes. They will be adding on to the current house.

Gary asked about update on roundabout. Larry advised it will not be done until the bridge is completed.

Ed Spoor advised there is a lottery in Ohio for cannabis dispensaries. Couple of local names appeared on the list from Austinburg, Geneva-on-the-Lake and Ashtabula.

Debbie to sent organizational minutes to Ed Spoor by Friday.

Next meeting will be held Monday, March 7, 2022, at 7:00 pm.

Paula Pristov made a motion to adjourn the regular session at 8:25 pm. Ed Pristov seconded. All in favor, none opposed.

Debbie Riffle
Harpersfield Zoning Clerk

Organizational Meeting – Zoning Commission

February 7, 2022

Ken McLeod, Chairman, called the meeting to order at 7:46 PM with the following members and visitors present:

Members: Ken McLeod Ed Pristov Gary Somnitz Paula Pristov

Clerk: Debbie Riffle

Zoning Administrator – Larry Lister

Trustees Ed Spoor

Visitors: N/A

Pledge of Allegiance

Purpose of meeting is for the election of Chairman and Vice-Chairman for 2022 Zoning Commission.

Ken opened the floor for nominations for 2022 Zoning Commission Chairman.

Ed Pristov made a motion to nominate Ken McLeod for Chairman; the motion was seconded by Paul Pristov. All in Favor, none opposed.

Ed Pristov made motion to close nomination for Chairman, Seconded by Paula Pristov. All in Favor, none opposed.

Ken called for votes for Ken McLeod for 2022 Zoning Commission Chairman:

Paula Pristov – Yes

Gary Somnitz – Yes

Ed Pristov – Yes

Ken opened the floor for nominations for 2022 Zoning Commission Vice-Chairman.

Paula Pristov made a motion to nominated Ed Pristov for Vice-Chairman; the motion was seconded by Gary Somnitz. All in Favor, none opposed.

Paula Pristov made a motion to close nomination for Vice-Chairman, Seconded by Gary Somnitz. All in favor, none opposed.

Ken called for votes for 2022 Zoning Commission Vice-Chairman.

Paula Pristov – Yes

Gary Somnitz – Yes

Ken McLeod – Yes

All members agreed and were in favor of Ken McLeod for Chairman and Ed Pristov for Vice-Chairman for 2022 Zoning Commission.

2022 Zoning Commission Board: Ken McLeod (Chairman), Ed Pristov (Vice Chairman), Pete Hommel, Paula Pristov, Gary Somnitz

A motion to adjourn the Organizational meeting at 7:49 was made by Paula Pristov and seconded by Gary Somnitz.

Debbie Riffle

Harpersfield Twp. Zoning Clerk

Harpersfield Township Zoning Commission
1481 Old Harpersfield Road
Harpersfield Twp., OH 44041

Regular Session

Held on December 6, 2021

The Zoning Board of Harpersfield Township held a regular session meeting in the Harpersfield Township Administration Building. Ed Pristov, Vice Chairman, called the meeting to order at 7:03 pm with the following members and visitors present:

Members: Chairman Ken McLeod Vice Chairman Ed Pristov Sara Ackerman Pete Hommel Paula Pristov

Clerk: Debbie Riffle

Zoning Administrator: Larry Lister

BZA: Angela Riffle

Trustees: Ed Spoor

Visitors: Jeff Lang,

Sara Ackerman made a motion to approve the October 11, 2021 minutes; Pete Hommel seconded; the Board was all in favor, none opposed.

Larry advised that Jonathan is no going to proceed with the storage lockers on Spire Property. He is looking for property elsewhere.

Ed advised Debbie to add Notes for "a" in schedule 804.1. Correction was made at that time.

Larry advised there have not been any permits sent out for Starbucks and Marriott as of today.

Larry presented a slide show of different properties around the township.

2 Cideries and 1 distillery will be going in (Distillery on 307, Cidery on 307 W of Ferrante's and Cidery on VanPelt)

Sara Ackerman wishes to step down from the Zoning Board and will provide Trustee with resignation letter.

Next meeting will be held January 17, 2022, which will be organizational meetings for both BZA and Commission along with regular meeting for Commission.

Sara Ackerman made a motion to adjourn the regular session at 7:53 pm. Pete Hommel seconded. All in favor, none opposed.

Debbie Riffle
Harpersfield Zoning Clerk