

Bristol Township Zoning Commission  
First Quarter/Reorganization Meeting Minutes  
January 20, 2016

- 1) Mr. Weeks called the meeting to order at 7:00 PM.
- 2) Mr. Weeks led the Pledge of Allegiance.
- 3) Mr. Weeks recognized himself, recently appointed, term ending Dec. 31, 2016. Mr. Weeks recognized Carolyn Marino, recently appointed to a five year term ending Dec. 31, 2020. Mr. Weeks recognized Elaine Mastromatteo recently appointed as an alternate.
- 4) Roll Call – Mr. Weeks – present, Mrs. Marino – present, Mr. Pleso – present, Mr. McMonagle – present, Mrs. Bowlin - present
- 5) Sign In Sheet – Ellen Gordon - Bristol Township Zoning Inspector, Elaine Mastromatteo – BTZC Alternate, Mike Raymond, Matt Lynn
- 6) Mr. Weeks read the Public Notice of this meeting into the record from the Tribune Chronicle January 19, 2016 edition.
- 7) Motions to nominate; Chairman, Vice-Chairman and Secretary. Mr. Weeks turned the meeting to Mrs. Bowlin for nominations

[BTZC016-001] Motion for chairman – Mr. Weeks made by Mrs. Bowlin  
Second – Mr. Pleso  
Discussion - none  
Roll Call – Mr. Weeks – abstain, Mrs. Marino – yes, Mr. Pleso – yes, Mr. McMonagle – yes, Mrs. Bowlin – yes  
Motion carried. Mr. Weeks will serve as BTZC Chairman for 2016.

[BTZC016-002] Motion for Vice Chairman – Mr. Pleso made by Mr. McMonagle  
Second – Mrs. Bowlin  
Discussion - none  
Roll Call – Mr. Weeks – yes, Mrs. Marino – yes, Mr. Pleso – abstain, Mr. McMonagle – yes, Mrs. Bowlin – yes  
Motion carried. Mr. Pleso will serve as BTZC Vice Chairman for 2016.

[BTZC016-003] Motion For Secretary – Mrs. Bowlin made by Mr. Pleso  
Second Mr. McMonagle  
Discussion - none  
Roll Call- Mr. Weeks – yes, Mrs. Marino – yes, Mr. Pleso – yes, Mr. McMonagle – yes, Mrs. Bowlin – abstain  
Motion carried. Mrs. Bowlin will serve as BTZC Secretary for 2016.

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- 8) [BTZC016-004] Motion to approve the following meeting dates for 2016, works session dates for 2016 and to reserve the right to revise these dates as necessary to conduct the business of the Bristol Twp. Zoning Commission made by Mr. Weeks.

*Quarterly/#Regular Meetings	Work Sessions	Public Hearing
*January 20, 2016		
*April 20, 2016	February 17, 2016	
*July 20, 2016	March 16, 2016	
*October 19, 2016	May 18, 2016	
	June 15, 2016	
	August 17, 2016	
	September 21, 2016	
	November 16, 2016	
	December 21, 2016	

Second by Mrs. Marino

Discussion – These can be amended as needed.

Roll Call – Mr. Weeks – yes, Mrs. Marino – yes, Mr. Pleso – yes, Mr.

McMonagle – yes, Mrs. Bowlin – yes

Motion carried.

- 9) [BTZC016-005] Motion to accept and confirm protocol as noted in the Ohio Revised Code, for following the Ohio “Sunshine Law”. The public is invited to all meetings. The public will be notified of meeting date, time and location through the *Agenda* published in the Tribune Chronicle or via a legal notice published in the *Free Enterprise* when text or map changes to the Bristol Twp. Zoning Ordinance are being considered by Mr. Weeks.

Second by Mr. Pleso

Discussion - none

Roll Call- Mr. Weeks – yes, Mrs. Marino – yes, Mr. Pleso – yes, Mr.

McMonagle – yes, Mrs. Bowlin – yes

Motion carried

- 10) [BTZC016-006] Motion to establish protocol for approval of minutes for 2015 made by Mr. Weeks.

- A) Disperse a copy of meeting minutes to members prior to the start of the meeting.
- B) Each member will review the meeting minutes prior to the start of the meeting.
- C) A motion to accept the minutes as written and received as long as no changes are required. If a change is required a motion must be approved, then the minutes may be accepted.

Second by Mr. McMonagle

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Discussion - none

Roll Call – Mr. Weeks – yes, Mrs. Marino – yes, Mr. Pleso – yes, Mr. McMonagle – yes, Mrs. Bowlin – yes

Motion carried

11) [BTZC016-007] Motion to approve the minutes from the Regular Meeting held on Nov. 18, 2015 made by Mr. Weeks

Second made by Mr. McMonagle

Discussion - none

Roll Call- Mr. Weeks – yes, Mrs. Marino, Mr. Pleso – abstain, Mr.

McMonagle – yes, Mrs. Bowlin - yes

12) General: Open to the public questions comments (5 min. maximum times per individual) none

13) Discussion Topics:

A. Zoning Inspector report(s) Mr. Weeks commented that the BTZC has not received a report for 2015 from Mrs. Gordon.

B. Review Appendix A.

Text additions are in green and deletions are red. These changes bring Appendix A into agreement with the zoning resolution.

Appendix A

In accordance with Sections 19 and 20 of the Bristol Township Zoning Ordinance, the Bristol Township Zoning Commission has adopted the following rates to be charged for issuing a Zoning Certificate and certain other fees:

Residence or addition to a residence:

Per \$ 1,000 valuation                      \$ 2.00  
Value Figured at \$ 50.00 per square foot

Garage, and/or accessory building (includes sheds/carports):

Per \$ 1,000 valuation                      \$ 2.00  
Value Figured at \$ 20.00 per square foot

Business, Commercial & Industrial:

Per \$ 1,000 valuation                      \$ 2.00  
Value figured at \$ 60.00 per square foot

Porches, Decks, and Breezeways:

Per \$ 1,000 valuation                      \$ 2.00  
Value figured at \$ 20.00 per square foot

**Formula to calculate fee:**

Multiply square feet fee by square feet of structure  
Divide by 1000, multiply by 2

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Example: 1500 sq ft home x \$ 50.00 = \$ 75,000  
\$ 75,000 divided by 1000 = \$ 75.00  
\$ 75.00 x 2 = \$ 150.00  
\$ 150.00 would be the fee for a 1500 sq ft home

Swimming Pools: \$10.00 flat fee (see section 28 paragraph 7) [not to include temporary pools]

Pavilions and Gazebos: Certificate **only required**, no fee

Fences: **No Certificate required** and no fee (see Section 32, paragraph 9)

Bridges on driveways: **Certificate required, no fee**

Signs: \$50.00 (see section 35 zoning certificate required)

Conventional Brine Injection Wells Class 2 and 3: \$10,000.00 (see section 29 first paragraph)

Zoning Variance Request: \$350.00 filing fee

Conditional Zoning Certificate Application fee: \$100.00 (see section 33.2 second paragraph)

Substantially Similar Use fee: (See 34.1 second paragraph, follow zoning variance request)

Application for a Zoning Amendment or supplement: \$300.00 (see section 22 first paragraph)

Adopted by the Bristol Twp. Zoning Commission January 20, 2016.

[BTZC016-008] Motion to approve rates, text deletions and additions in Appendix A made by Mr. Pleso

Second by Mrs. Marino

Discussion – Mrs. Gordon requested clarification on the changes. Mr. Weeks explained as written.

Roll Call – Mr. Weeks – yes, Mrs. Marino – yes, Mr. Pleso – yes, Mr. McMonagle – yes, Mrs. Bowlin – yes

Motion carried

*Mrs. Bowlin will forward to the trustees for implementation and posting on the web site.*

C. Review Section 40 Business District: Since our last meeting, we have learned that the Bristol Twp. Trustees approved the extension of the business district on April 7, 1987. The effective date was May 7, 1987.

- a. Discuss section 40: leave it the way it is, delete text and use a textual description of the business district (this could be lengthy) or use a very brief textual description of the business district and use a map as a visual aid (several townships are using this method). The map would become part of the zoning resolution. We learned

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that the trustees must approve the map whether it is part of the zoning resolution or not.

- b. Discussed three maps, the zoning map on the twp. website, the map on page 10-5 of the Bristol Twp. Comprehensive Plan (final draft dated January 2014 [the latest date for the BTCP is February 2014]) and a third map that the TCPC “has”. The three maps do not agree.
- c. See descriptions in Champion and Kinsman Zoning Resolutions.

Tabled for further research and will be worked on at the BTZC work session February 17, 2016.

- D. [BTZC016-009] Motion to revise Appendix C, Zoning Ordinance Revisions, with the following: Section 30, Culverts on Township Roads, effective date of 1/1/2016, delete text and add text; Section 7 Non Conforming Uses, delete text and add text, effective 1/1/2016; Section 6 Prohibited Uses, add text, effective 1/1/2016; Section 8 Minimum Lot Width, delete and add text, effective 1/1/2016; Section 35 Signs, add text, effective 1/1/2016; Section 40, Description of Business District, effective May 7, 1987 made by Mr. Weeks.

Effective Date	Section	Description
Feb. 19, 2015	28	Paragraphs 6 and 7
Feb. 19, 2015	35	Exemptions: Board of Appeals/Signs
Feb. 19, 2015	37	Add paragraph 5
April 3, 2015	20	Change permit to certificate
July 16, 2015	32	Revise paragraph 9
July 16, 2015	38	Add new section: Exotic Animals
Aug. 20, 2015	31	Driveways
Sept. 4, 2015	28	Added multiple paragraphs
Jan. 1, 2016	30	Added policy #139-2015 and deleted text
Jan. 1, 2016	7	Non conforming mobile home
Jan. 1, 2016	6	Human Burials
Jan. 1, 2016	8	Min Lot frontage in business district
Jan. 1, 2016	35	Signs on cemetery fence
May 7, 1987	40	Expanded business district by half mile

Second by Mr. McMonagle

Discussion - May 7, 1987 entry will be placed in chronological order

Roll Call – Mr. Weeks – yes, Mrs. Marino – yes, Mr. Pleso – yes, Mr.

McMonagle – yes, Mrs. Bowlin – yes

Motion carried

*Mrs. Bowlin will forward on to the Bristol Twp. Trustees for their consideration.*

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**Appendix G**

<i>District Development Standards</i>										
<i>Zoning District</i>	<i>Min. Lot Width</i>		<i>Min. Lot Area</i>		<i>Setback Bldg. Line</i>		<i>Side Yard</i>		<i>Rear Yard</i>	
<i>Section No.</i>	<i>5</i>	<i>8</i>	<i>5</i>	<i>9</i>	<i>5</i>	<i>10</i>	<i>5</i>	<i>11</i>	<i>5</i>	<i>13</i>
		<i>Ft.</i>		<i>Sf.</i>						
<b>“R”</b>										
<i>1 Family Dwelling</i>		150		43,560		50		15		10
<i>2 Family Dwelling</i>		150		43,560/unit		50		15		10
<i>Multi-Family Dwelling</i>		N/A		N/A		N/A		N/A		N/A
<i>Apartment House</i>		N/A		N/A		N/A		N/A		N/A
<i>Non-Residential</i>		N/S		N/S		50		15		10'
<b>“RA”</b>										
<i>1 Family Dwelling</i>		150		43,560	50	50	20		40	10
<i>2 Family Dwelling</i>		150		43,560/unit	50	50	20		40	10
<i>Multi-Family Dwelling</i>		150	4,500/unit	43,560/unit	50	50	20		40	10
<i>Apartment House</i>		150	4,500/unit	N/A	50	50	20		40	10
<i>Non-Residential</i>		N/R		N/S	50	50	20		40	N/S
<b>“B”</b>										
<i>1 Family Dwelling</i>		150		43,560		50		15		10
<i>2 Family Dwelling</i>		150		43,560/unit		50		15		10
<i>Multi-Family Dwelling</i>		150		43,560/unit		50		15		10
<i>Apartment House</i>		150		2,500/unit		50		15		10
<i>Non-Residential</i>		150		N/S		50		N/R		N/S
<b>“I”</b>										
<i>1 Family Dwelling</i>		150		43,560		50		15		10
<i>2 Family Dwelling</i>		150		43,560/unit		50		15		10
<i>Multi-Family Dwelling</i>		150		43,560/unit		50		15		10
<i>Apartment House</i>		150		2,500/unit		50		15		10
<i>Non-Residential</i>		N/R		N/S		50		N/R		N/S

*Legend*

- N/A=Non-Applicable*
- N/R=Not Required*
- N/S=Not Specified*

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[BTZC016-010] *Motion to revise Appendix G, District Development Standards (Business District Frontage) made by Mr. McMonagle.*

*Second by Mr. Pleso*

*Discussion – Only change was in District B, nonresidential from N/R to 150.*

*Roll Call – Mr. Weeks – yes, Mrs. Marino – yes, Mr. Pleso – yes, Mr.*

*McMonagle – yes, Mrs. Bowlin – yes.*

*Motion carried*

*Mrs. Bowlin will forward to the Bristol Twp. Trustees for their consideration.*

- D. Zoning Resolution: Section on Noise. The Bristol Twp. Zoning Commission is in receipt of a letter from the Bristol Twp. Trustees requesting that we investigate the options available to the Zoning Commission, to address this topic and to possibly add additional text to the Zoning Resolution concerning noise.

Update: In December, the trustees reported that the Trumbull County Sheriff has requested an opinion on this topic from the Trumbull County Prosecutor. At the Bristol Township Trustees meeting on January 19, 2016, Mr. Webb reported no news has been received from Trumbull County Sheriff.

- 12) [BTZC016-011] Motion to adjourn made at 7:30 PM by Mrs. Marino

Second by Mr. McMonagle

Roll call – Mr. Weeks – yes, Mrs. Marino – yes, Mr. Pleso – yes, Mr.

McMonagle – yes, Mrs. Bowlin – yes

Motion carried

Recorded by Mrs. Carol Bowlin, BTZC Secretary