

January 21, 2026

Julie Carr called the organizational meeting for Zoning Commission to order at 6:31pm. Meeting location: 6699 Buffham Rd, Seville OH 44273

Roll Call: Jack Franz, Carol Rumburg, Terri Grimm, Doug Lassond, Melissa Thur

Absent: Rick Hawk, Lucie Petranek

Others in attendance: Julie Carr, Trustee Kent Patterson

Thur nominated Franz for Chair. Rumburg seconds the nomination. Franz accepts the nomination.

Roll Call: Jack Franz- aye, Carol Rumburg-aye, Terri Grimm- aye, Doug Lassond-aye, Melissa Thur-aye

Franz asks for vice chair nominations. Rumburg nominated Grimm. Thur seconds the nomination. Grimm accepts the nomination. Roll Call: Jack Franz- aye, Carol Rumburg-aye, Terri Grimm- aye, Doug Lassond-aye, Melissa Thur-aye.

Grimm makes a motion to approve the minutes from Oct 15, 2025. Rumburg seconded the motion.

Roll Call: **Jack Franz- aye, Carol Rumburg-aye, Terri Grimm- aye, Doug Lassond-aye, Melissa Thur-aye**

The board discussed the schedule for 2026. Meetings for 2026 will be held on Feb 18, April 15, June 17, Aug 19, Oct 21

Grimm made a motion to approve the meeting schedule for 2026 as listed above. Seconded by Thur. Roll Call: Jack Franz- aye, Carol Rumburg-aye, Terri Grimm- aye, Doug Lassond-aye, Melissa Thur -aye

The Commission reviewed the comments from the planning department and legal counsel in regard to the suggested changes in the zoning resolution. Planning Departments only suggestion was to include the definition of storage containers. Legal counsel had suggestions to remove conditional language such as: (see strikethroughs below)

205 N Storage Containers

Storage Containers. It is the intent of this section to limit the placement and use of any shipping container as an accessory building, storage building, on any parcels located in any zoning district in Westfield Township except as provided for herein. This limitation is to protect the public health and safety and the aesthetic quality of Westfield Township.

1.Storage Container is defined to mean: any prefabricated structure designed for transporting goods or for the temporary storage of property, such as pods, steel shipping containers, cargo containers, packing or storage crates, and all parts or all of semi-trailer.

2.Storage containers are considered accessory structures. (refer to section.....)

3.Storage Containers sited on any parcels located in any zoning district is prohibited except as specifically approved and under an active permit issued as a temporary use.

- a. Requests for a temporary use permits for a temporary storage container or containers will be reviewed by the Zoning Inspector to determine compliance

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with other codes or ordinances; the submitted site plan and to determine that adequate space exists and that placement does not impact vehicular traffic.

4. Storage containers, at the option of the zoning inspector, may require temporary screening and containment.

5. No permit for a storage container shall be valid longer than 6 (six) months, **subject to a bi-annual renewal which is at discretion of the Zoning Inspector. The Township Zoning Inspector may inspect the condition of the Storage Container before a renewal permit is issued. The Zoning Inspector may deny a renewal permit if the Storage Structure is not in compliance with the site plan submitted or if the Storage Container falls into disrepair, becomes dilapidated or is otherwise a nuisance in violation of the Township Zoning Ordinance.**

6. The allowable number of storage containers may be limited by the zoning inspector based on demonstrated need, aesthetic impact on the property, and Fire Department access.

7. Storage containers that are placed on construction sites with an active building permit or placed in advance of a project where a building permit is to be issued are not regulated by this section with the exception of location and impact on vehicular traffic.

8. Any Storage Container that is in violation of this resolution is subject to abatement.

The commission also suggested to make the following changes to:

1001 B. 1 Zoning amendment by a property owner or lessee shall be considered filed upon receipt of a complete application by the ZC at one of its **twelve (12)** regularly scheduled meetings.

907 C Public Hearing and Notices. The BZA shall hold a public hearing within thirty (30) days after the receipt of an appeal from the Zoning Inspector. Notice of the hearing shall be published **in a newspaper on the township website** at least ten (10) days before the date of the public hearing. The notice shall state the time, place, and object of the public hearing. Notices shall be sent at least ten (10) days before the hearing to all parties involved in the appeal and to all property owners adjacent to or across the road from the subject property. The BZA may recess such hearing and if the time and place to the continued hearing is publicly announced at the time of adjournment, no further notice shall be required.

Commission discussed temporary buildings allowed in the township and how that would be allowed during construction and with approval from Medina County Health Department for sanitary services.

Trustee Doty attended toward the end of the meeting and asked what the commission would be focused on in 2026. He suggested looking back at planned unit development and who does the review and approval process being either the BZA or ZC.

Rumburg asked the board about radon and if they knew that Ohio Department of Health offered free tests for radon. She explained the concern around radon and how everyone needs to be aware.

Grimm made a motion to adjourn the meeting at 8:24 pm. Lassond seconded the motion. All in favor.

Minutes completed by Julie Carr.