



## ZONING & PLANNING COMMITTEE REGULAR MEETING MINUTES

Location: 120 Royal Crest Drive, Seville, OH 44273

Date: 5/28/2024

The meeting began at 7:05 p.m.

**Present:** Matt Sturgeon (Chair) Mayor Carter (Member), Rick Stallard (Member), Kevin Nehrenz (Member), Dave Gilson (Member), David Randolph (Village Solicitor Representative), Barry Frey (Zoning Inspector), and Jennifer Gray (Recorder)

Mayor Carter made a motion to approve the minutes from 4/22/24 as written. The motion was seconded and carried. The minutes are approved as written.

**Amendments of the Agenda:** None

**Privilege of the floor:** None

### **Zoning Inspector's Report:**

Mr. Frey reported he received and approved 30 permits, 5 violation letters were sent, 5 violation phone calls, 15 zoning phone calls, and 1 variance for North Gateway Tire which was approved. He also has counted 7 houses in Bates Crossing that have people living in them without sidewalks and driveways being done. Mr. Frey called Mike Atkins of Ryan Homes and asked why this was happening. He explained they are trying to get caught up but they are about 100 driveways behind. Mayor Carter asked Mr. Frey to call Medina County Building department to see if occupancy permits are given without having driveways. Mr. Frey reported that he will be contacting the undeveloped property owners to make sure they are mowing these lots at least twice a year because they are getting long.

**Economic Development Report:** No report for this month.

**New Business:**

**Pending/Completed Legislation:** None

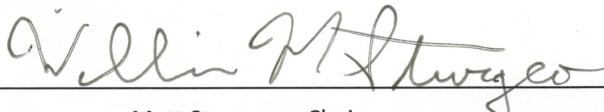
**Old Business:**

- Zoning Code Book Update

Mr. Sturgeon reported the working draft should be complete by May 31<sup>st</sup> and sent to Council. They are still in the planning process but are going to show the revisions that were discussed and recommended. This isn't the last time we will be updating the zoning book. They are meeting the milestones of Community Development Block grant and Mr. Sturgeon has met with the grant department about that. This needs to be reviewed frequently to keep it fresh.

**Privilege of the floor:** None

Mayor Carter made a motion to adjourn, the motion was seconded and carried. The meeting adjourned at 7:14 p.m.

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Matt Sturgeon, Chair