

RECORD OF PROCEEDINGS

Minutes of

Etna Township Zoning Commission

Meeting

March 7

2007

DAYTON LEGAL BLANK, INC., FORM NO. 10148

Held Organizational/Buffers

20

The Etna Township Zoning Commission met in the Etna Township Hall on March 7, 2007 for the purpose of conducting a regular meeting. The meeting was audio taped for the township records.

The meeting was called to order at 7:10 p.m. by Chairperson Dunlap. The pledge was recited. The following members were present: Mr. Stepp, Mrs. Munce, Mrs. Dunlap, Mr. Bravard, and Clerk Laura Brown.

Trent Stepp moved to adopt the agenda with flexibility. Pam Munce seconded. Roll call: Motion passed 4-0.

Announcements and Comments

Chairperson Dunlap welcomed Dan Bravard as Zoning Commission alternate member.

The joint meeting with Don Brosius, MSI Design, and Trustees is scheduled for March 21, 2007 with the Zoning Commission. Chairperson Dunlap requested the members gather pictures of what they want the township to look like.

Trent Stepp asked if the Zoning Commission members that serve on the Technical Review Committee get paid for the meeting.

The first steering committee meeting will be held March 28, 2007 at 7:00 p.m. at the township hall. Laura Brown will find out from MSI Design if the meetings are open to the public.

Trent Stepp moved to waive the public reading and approve the minutes from the meeting on January 17, 2007. Pam Munce seconded. Roll call: Motion passed 4-0.

Trent Stepp moved to waive the public reading and approve the minutes from the meeting on February 7, 2007 joint meeting with Trustees and MSI Design.

Trent Stepp moved to waive the public reading and approve the minutes from the meeting on February 21, 2007. Pam Munce seconded. Roll call: Motion passed 4-0.

Annual Organizational Meeting

The meeting was turned over to clerk, Laura Brown for chairperson nominations. Pam Munce moved to appoint Dee Dunlap as chairperson. The nominations were closed. Roll call: Trent Stepp, Dunlap; Pam Munce, Dunlap; Dee Dunlap, Dunlap; Dan Bravard, pass. Dan Bravard explained that he did not feel as an alternate that he should vote on the chairperson. Dee Dunlap was appointed as chairperson.

The meeting was turned over to Chairperson Dunlap for nominations of vice chairperson. Dee Dunlap moved to appoint Trent Stepp as vice chairman. The nominations were closed. Roll call: Trent Stepp, Stepp; Pam Munce, Stepp; Dee Dunlap, Stepp; and Dan Bravard, pass. Trent Stepp was appointed as chairman.

The Zoning Commission discussed the technical review committee and the rotation for the balance of the year. Dan Bravard moved to follow the approved rotation. Pam Munce seconded. Motion passed 4-0. April/May/June will be Trent Stepp and Pam Munce, July/August/September will be Jim VanDyne and Dee Dunlap, and October/November/December will be Trent Stepp and Tina Taylor. Trent Stepp requested that Laura Brown have Stan Robinson email the Zoning Commission his checklist that he used for the TRC meeting.

Pam Munce moved to adopt Roberts Rules of Order for the meeting rules. Trent Stepp seconded. Motion passed 4-0.

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Dan Bravard moved to place the public notices in the Pataskala Standard and ^{Held} the Newark Advocate when there are time constraints. Trent Stepp²⁰ seconded.

Motion passed 4-0.

Dan Bravard moved to approve the clerk setting the public hearing dates due to time constraints. Trent Stepp seconded. Motion passed 4-0.

Old Business

A. Section 503 - Proceedings of the Zoning Commission. The Zoning Commission discussed why the commission reorganizes in March when the Trustees and the Board of Zoning Appeals organize in January. It was decided to rewrite the text for the next meeting to change March to January. It was also discussed to address the need for a quorum. The O.R.C. and Roberts Rule of Order state a quorum is three members. The quorum will also be added to Section 503.

Robert's Rules of Order stated if the chairperson can if it is necessary to vacate the chair appoint a chairman pro tem, but the first adjournment puts an end to the appointment, which the assembly can terminate before, if it pleases, by electing another chairman. But the regular chairman, knowing that he will be absent from a future meeting, cannot authorize another member to act in his place at such meeting; the clerk, or, in his absence, any member should, in such case, call the meeting to order, and a chairman pro tem. be elected who would hold office during that session, unless such office was terminated by the entrance of the regular chairman. If there are vice-presidents, the first on the list that is present takes the chair during the absence of the president.

Ohio Revised Code 504.09 Rules, order of business, journal of trustees; quorum.

A board of township trustees shall determine its own rules and order of business and keep a journal of its proceedings. Notwithstanding section 507.04 of the Revised Code and anything to the contrary in section 504.04 of the Revised Code, the board may designate, by majority vote, any person to keep its journal and take the minutes of board meetings. A majority of the members of the board constitutes a quorum.

B. Buffering - The Zoning Commission discussed Sycamore Township and Licking Township for examples of buffering sections. The Zoning Commission discussed different options for the section on buffering for Etna Township's zoning resolution.

Dee Dunlap discussed Colerain Township on page 150 regarding plants. Trent Stepp will cut and paste together a section for review at the next Zoning Commission meeting.

Meeting was adjourned at 8:15 p.m.

Approved April 18, 2007

Approved as corrected/amended _____

Laura Brown

Dee Dunlap

Laura Brown, Clerk

Dee Dunlap, Chairperson