

RECORD OF PROCEEDINGS

Minutes of

Meeting

GOVERNMENT FORMS SUPPLIES 844-224-3338 FORM NO. 10148

Held

August 25, 20252025

**Etna Township, Licking County
Etna Township Board of Trustees
Special Meeting**

August 25, 2025, 2025, at 6:00 P.M.

Etna Township Hall, 82 Liberty Street, Etna, Ohio, 43018, Telephone (740-927-7717)

The Etna Township Board of Trustees met on Tuesday, August 25, 2025, in the Etna Township Hall, 81 Liberty Street, Etna, Ohio 43018 for the purpose of conducting a special meeting. The meeting was called to order at 6:00 p.m. by Gary Burkholder.

Trustees Present: Mark Evans, Gary Burkholder, Rozland McKee-Flax

Also in Attendance: Jackie Cotugno, Fiscal Officer and Holly Palumbo

I. Opening

a. Call to Order b. Roll call: Evans c. Invocation d. Pledge of Allegiance

II. Adoption of Agenda

Moved by: Gary Burkholder to adopt the agenda as presented

Second by: Rozland McKee-Flax

Trustee Evans commented that this special meeting was called without determining if he was available.

Yes: Evans, Burkholder, McKee-Flax

Carried 3-0

III. Old Business

a. **Comprehensive Future Land Use Plan**

Trustee Burkholder shared that this was a work session on the comprehensive land use plan, and we want to thank Neighborhood Strategies, members of the zoning commission, and MORPC, who contributed an immense amount of time in the project. Mr. Lenner provided the Trustees with a hard copy of the plan and other literature. The plan consists of 1) the creation of the comprehensive plan overview timeline, narrative of things that occurred over the past three years, and a five-page high level outline of the plan to include a picture of the future land use map. Mr. Werner further commented that the Township Intern, Christina, was a valuable source to the team and that she will be joining their team on a permanent basis. The Comprehensive Plan required seventeen public meetings with the Community Advisory Board, Zoning Commission, and the Township Trustees. A separate implementation committee was created to make sure that someone has "eyes on" the plan every six months. The information that means the most to the township had not changed. The Zoning Commission and Citizen Advisory Committee reviewed and passed the plan unanimously. The items that have changed over the past 12-16 months is noted in the "editorial comments" section of the document that include clarification of words in the plan and an updated map. Again, this was approved by two other committees/boards, and, from our understanding, any government change of this document must go back to the beginning of the process.

Trustee Evans asked about a section of the plan pertaining to "Bio Zero" plan and adoption for consideration, however, this had not been discussed by the Board or an outside entity. Robust debate is needed on the density and buffering issues before consideration of a final draft is given. We also recommend that a specific Trustee be responsible for reviewing the document at least every quarter or six months. President Burkholder shared that zoning commission had a summit here and Mr. Leonard had noted some minor edits pertaining to the density and buffering that were made by the zoning commission and if those comments were available. Trustee Evans suggested that it would be appropriate for the board to see a list of recommendations and what was changed in the document. We would like to know if we were rewriting it, is there something in our code that could accommodate what we're developing based on future land use. President Burkholder reported that in the past few years the Trustees

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did do a rewrite of the zoning, and it may not have been updated the Trustees have found several items that need addressed/corrected. Mr. Lenner shared that from his standpoint, as a certified planner, he would recommend that we evaluate our zoning code and identify what is good or bad in hopes of avoiding rewriting the entire plan. Mr. Werner noted that it consists of elements:

1. exiting conditions
2. transportation
3. parks and recreation
4. environment
5. land use
6. education
7. wastewater that would be changed with the redistricting of the district. With the redistricting of the district there would be economic development and housing implementation.

Mr. Lenner noted to not get "hooked" on one element, but to follow the plan in which it was created for the transportation activity, density chart, and rural preservation part of the Township. If you do everything in the document, he believes that the Township has a bright future. Christina shared that the density and buffering was performed at a high-level audit of the zoning, as it stands in current form. It's all about the ecosystem and using the current plan as a tool to request funding. Trustee Burkholder inquired about a standardized calculation model to calculate density to make sure that what we do is considered the standard of living. The township receives calls, requests, and proposals every day for apartments (higher density) and will the other entities be using this current plan to justify when the interested parties meet with zoning? Mr. Lenner said yes, zoning would be using the existing plan and Trustee Evans shared that zoning already has used the existing plan for the Horton development. Mr. Werner shared that when creating a "center" in the village don't just build a "center," make sure there is maximum use so the people don't have to get in the car to drive somewhere, but also have a pedestrian walkway so the people have the ability to walk, as this will reduce the number of vehicle trips made by the community.

Trustee Evans inquired about putting out the comprehensive plan to the other boards and community to get their input so that at a future meeting we would review the comments and provide discussions. President Burkholder shared that other committees did their job as asked. We knew there would be changes, so I would like to get this project moving forward. It was proposed that we have another meeting / work session in hopes of getting what is desired by all and getting a resolution passed.

Moved by: Gary Burkholder to conduct another work session on the comprehensive plan

Second by: Mark Evans

Yes: Mark Evans, Gary Burkholder, Rozland McKee-Flax

Carried 3-0

IV. Public Comments (*limit 3 minutes per person*)

Steve Perkins 7352 Palmer Road – Shared that he felt better in the last fifteen minutes about the comprehensive plan and it was good to hear that the Board will be going back through the plan with changes that would be best for the township and the people. He further stated that zoning is going to do what they do and yes, it would have been nice to have their comments before this meeting.

Shelly Ipacs 114 Royalty Drive – Shared that she appreciated everyone's time and investment in the plan.

V. Adjournment at 9:00 p.m.

Moved by Rozland McKee-Flax

Second by: Gary Burkholder

Yes: Evans, Burkholder, McKee-Flax

Carried 3-0

Adjourned

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Minutes of Etra Township Special Meeting Meeting

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Gary Burholder, President


Jackie Cotugno, Fiscal Officer

All the resolutions as presented are on file with the Fiscal Officer