

LeRoy Township Zoning Commission
May 8, 2017
Working Session Meeting Minutes

Meeting called to order at 7:00 p.m.

Members Present: Dennis L Keeney, Rob Coulter, Anthony Falcone, Tom Gabor, and Secretary, Julie Himmelman

Absent: Ted (T.R.) Hach, Jr.

Guests: Zoning Inspector Myron Telencio, Assistant Zoning Inspector Shawn Parker, BZA members Brian Crouse, Susan Hanna and Rudy Veselko, Trustee Heather Shelton

Audience: Sign-in Sheet attached.

Minutes: The minutes from the March 13, 2017 meeting were read. Motion to accept by Anthony Falcone, seconded by Tom Gabor. All present accepted.

Correspondence: There was no correspondence.

Zoning Reports: Myron Telencio and Shawn Parker

- **RDP** Myron determined that RDP does not fall within either Type 1 or 2 of the home occupation designations. Attorney, Ron Graham reviewed the letter Myron wrote which states that the owner must cease the business operation on his residential lot. Myron will send the letter by certified mail on Tuesday.
- **Type 1 and Type 2 fees:** Myron submitted his drafted of the application for the Type 1 and Type 2 Home Occupations and requested comments from the commission. Myron plans to send out letters to known Type 1 businesses with an application. The fees for both types of home occupations and their corresponding renewal fee have yet to be determined and Myron requested a recommendation from the Commission to bring to the Trustees, concerning all fees and a potential grace period in which the application fee would be waived for existing businesses. Heather Shelton, Trustee inquiring as to Myron's basis for the fee amounts and stated the township only wanted to cover costs and get an idea of what business there were and any safety awareness.
- **JJJ and Mar Farms** are coming up in June. Myron reported no improvement at Mar Farms. A question was raised by Deb Gucciardo concerning JJJ's stone crushing operation and it was confirmed that they do have a permit.
- **Zoning violation– Jodi Drive** Sean noted that the owner has made more progress with clean-up. Sean will check up again in a month.
- **A Vrooman Road property** was brought to Myron's attention across from the cemetery with several vehicles that do not look operable.

Old Business:

- **Comprehensive Plan update:** Anthony and Dennis continue to review the plans. Anthony will send his remarks to Dennis, who will merge his and Anthony's comments together. Heather stated that David emailed her that he had comprehensive plan sections 1, 2, 3, 5, 6, 7 and 8 done. Anthony will contact David Radachy for those updates.

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New Business:

- **Home Occupation fees and application review:** Myron confirmed the only change to the fee schedule draft was the addition of home occupation fees. Dennis stated that the fee for Home Occupation 1 is \$200 for the initial 2-year permit, which he felt was reasonable because he calculated it to be \$2 per week over the 2 years. The renewal is only \$50 for 2 years. The \$500 Home Occupation 2 fee for a 2-year permit with the 2-year renewal of another \$50 a year was discussed.

An initial waiver-period for all existing businesses as an incentive to apply was discussed.

Tom Gabor proposed focusing on the Home Occupation Type 2 first, because they are the more intrusive type. Dennis agreed. Heather suggested sending the specifications for the two types with the application and letter. Dennis felt that the Type 2 should be sent out first. Myron said he could reword his letter to state what the township believed the business type to be, then have the owner apply as whatever type the owner feels they are. Sean feels that all should be sent out as soon as possible, then as the applications come in, he and Myron will sort through them and prioritize them.

Sean and Myron will coordinate on their application drafts and bring a final draft to the June meeting. Dennis liked Shawn's idea of putting the application onto a PDF with questions that will help determine the Home Occupation type. Sean asked that the commission members review the two applications and let Sean and Myron know if there is anything that they do/do not want to see in the final draft.

- **Candlelight Villas:** There will be a Conditional Use hearing of the BZA on May 23 concerning the owner's request for an increase in the number of people allowed indoors, and the ability to have outdoor music. The events that were held at the property were discussed.
- **Park definition** was discussed – no definition was found in any surrounding towns' zoning definitions. Concord's definition of Meeting/Banquet Facility with outdoor space was read and discussed.
- **Section 32 Architectural Design Standards for Commercial Development and Section 30 Site Development Plan Review:** TR has been sharing design guidelines from different local governments to be reviewed by the board.
- **Section 16** setback requirement change was discussed. Dennis asked committee members to take a look at house setbacks in Leroy to decide how far the commission should consider setting the setback to.
- Next meeting will be June 12, 2017.
- Anthony Falcone moved to closing the meeting and Rob Coulter seconded. All were in favor.
- The meeting was adjourned at 8:05 p.m.

Respectfully submitted,

Julie Himmelman
Zoning Secretary