

**LeRoy Township Zoning Commission**  
**September 8, 2020**  
**Working Session Meeting Minutes**

Meeting was opened by Dan Himmelman with the Pledge of Allegiance at 7:03pm.

**Members Present:** Dan Himmelman, Dane Hockman, Steve McKee, Sharon Noewer, and secretary, Julie Himmelman

**Absent:** T.R. Hach

**Guests:** none

**Audience:** D’Jeanne and Geoff Lewis, Balch Road landowners

**Minutes:** The minutes of the August 11, 2020 minutes were read. Sharon made a motion to approve the minutes with corrections. Steve seconded and all were in favor.

**Correspondence:** none

**Zoning Inspector:** absent

The secretary reported that there would be a BZA hearing on the September 22, 2020 at 7 pm. A Shirley Park homeowner is requesting a variance reducing the 20-foot side setback to a 5-foot side setback.

The secretary reported that Noell had sent three notices for residents/business owners regarding their shipping containers. There is another new home application under review.

**Attorney:** not in attendance

**Old Business:**

**Architectural Design for Commercial Development:**

Sharon would like to see mention of aesthetics, the rural atmosphere and the protection of our natural resources in the introduction of this section. Dan agreed.

Dan also stated the fact that regulations override guidelines needed to be made clear. He suggested adding that the guidelines do not conflict, contradict, or override the township regulations. Sharon stated in other guidelines, she read statements asserting that if there is a conflict between the guideline and regulation, that the regulation must be followed.

Sharon commented that digital signage needs to be addressed. Dan stated that Section 23 – Signs should be reviewed as well, especially regarding illumination. Lettering height was also discussed.

Commercial zoning and the process of approving a business site plan were discussed.

The last two sections, Lighting and Landscape, will be discussed at the next meeting.

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**Zoning Forms:** Every form that the secretary has, has been updated to include builder contact information and a space to state whether the homeowner would like to pick up their zoning permit or have it mail. All forms were added to the Zoning Forms page of the township's website. In the future, the forms will be updated to a fillable format. Noell has not yet provided a checklist for new home applicants to add to the forms page.

**Communications:** Issues with voice mail, the township email system, and conflicting information between the township and county were discussed.

**New Business:**

Sharon felt that regulation enforcement needs to be reviewed and tightened up. Sharon will review.

Steve made a motion to adjourn. Sharon seconded and all were in favor.

Respectfully submitted,

Julie Himmelman  
Leroy Zoning Secretary