

**Leroy Township Zoning Commission**  
**January 13, 2026**  
**Public Hearing**  
**Organizational meeting and Working Session Meeting Minutes**

Chair Sharon Noewer opened the public hearing at 7:00 p.m. with the Pledge of Allegiance.

**MEMBERS PRESENT:** Chair, Sharon Noewer; Vice Chair, John Brown; Members: Ron Baker, Charlie Cross, Frank Dragolich

**TRUSTEES:** Linda Burhenne

**ZONING INSPECTOR:** Noell Sivertsen

**PUBLIC HEARING:**

Chair Noewer began the hearing with a roll call of Zoning members and a welcome to the audience. In addition to the Zoning members, Zoning Inspector and Trustee Burhenne, five residents were in attendance for the hearing. Noewer noted that the public notice for the hearing had been timely posted on the Leroy Township website and on the Leroy Township official social media site. Noewer described the purpose and the process for the hearing. The purpose was to collect public input on the proposed text amendments to the Zoning Regulations. Noewer asked whether there were any written comments by anyone. Hearing none, she described that the process was to read and discuss each proposed change and collect verbal public input. After the public hearing, further discussion as well as a determination of the action on each proposed change would occur at the regular zoning meeting following the public hearing that night. The text amendments would then be submitted to the Leroy Township Trustees. The Trustees will set a hearing date for the proposed changes within 30 days of their next meeting.

- Text amendment to Section 2, proposing a modification to the definition of a minimum area of a lot was read. It was noted that the Lake County Planning Commission and the Zoning Inspector supported this change to minimize confusion with residents. No other township in Lake County includes any portion of right-of-way. An audience question was asked about whether land surveys included right-of-way. Zoning Inspector stated that in the last 5-10 years or more, surveys started at the edge of the right of way.
- Text amendment to Section 2, proposing to add a definition of an attached accessory building was read. This definition was being added because no current definition existed in Leroy Twp regulations for attached accessory buildings. An audience question was asked as to why the accessory building definition noted that the structure was not intended to be used for living or sleeping. Zoning Inspector explained that garages and accessory structures are not to be used for living spaces. It would be determined by the Lake County Building Department whether an attached garage could be converted to a proper living space.
- Text amendment to Section 16.05 (F) Accessory Buildings, proposing limitations to the maximum square footage of an attached accessory building was read. It was explained that there have been several instances of requests for very large, attached accessory buildings that would not have been permitted per Leroy Twp's regulations if the accessory building were unattached. However, with no current regulation for attached accessory buildings, there was no guidance on size or square footage. This issue was noted in the Leroy Comprehensive Plan where a policy goal to research and define attached storage was stated in the Plan.

- Text amendment to Section 11.6, Board of Zoning Appeals, proposing to add a period of validity for granted variances was read. It was explained that residents may be granted a variance but if they choose not to follow through with the change, the variance does not expire. An audience member opined that the expiration timeline may be too short. It was discussed that while the expiration is one year, the work does not need to be completed during that time and two extensions, 6 months each, can be granted. The Lake County Planning Commission also suggested via letter to add “or subdivision approval has been obtained from the Lake County Planning Commission” to the text amendment language.
- Text amendments to Section 16.05 (E) Accessory Buildings and Table 16.1 proposing revisions to the minimum side and rear lot setbacks was read. An audience member who currently has a pending zoning permit request for an accessory building with a 1-acre lot was concerned about increasing the minimum setbacks. The purpose of the setbacks is to maintain the rural nature of the community and was included in the Comprehensive Plan as a policy goal. Another audience member indicated that increasing the minimum setbacks would be a welcome change.

Chair Noewer asked whether there were any additional comments and hearing none, she made a motion to close the public hearing. Ron Baker seconded the motion. All were in favor.

A recess of 10-15 minutes was taken.

Chair Noewer opened the Organizational and Zoning meeting.

#### **ORGANIZATIONAL and ZONING MEETING:**

- **Election of Officers:** Nominations for Chair for 2026 were requested. Ron Baker made a motion to nominate Sharon Noewer. Charlie Cross seconded the motion. Sharon Noewer accepted the nomination. No other nominations were made. All were in favor of electing Sharon Noewer as 2026 Chair. Nominations for Vice Chair for 2026 were requested. Frank Dragolich made a motion to nominate John Brown. Ron Baker seconded the motion. John Brown accepted the nomination. No other nominations were made. All were in favor of electing John Brown as 2026 Vice Chair.
- **Schedule of meeting dates in 2026:** The eight meeting dates in 2026 were selected:
  - Tuesday, January 13, 2026
  - Tuesday, February 17, 2026
  - Tuesday, March 10, 2026
  - Tuesday, April 14, 2026
  - Tuesday, May 12, 2026
  - Tuesday, September 1, 2026
  - Tuesday, October 13, 2026
  - Tuesday, November 17, 2026
- **Minutes:** The meeting minutes for December 2025 were previously distributed via email. There were no comments. John Brown made a motion to approve the December 2025 minutes; Ron Baker seconded the motion. All were in favor. The meeting minutes for September 2025 were read. There were no comments. Frank Dragolich made a motion to approve the minutes; John Brown seconded the motion. All were in favor.
- **Correspondence:** Sharon Noewer noted that the Lake County Planning Commission sent two letters to the Zoning Commission. The first was a letter dated 12/19/25 regarding the acceptance of the Leroy

Township Comprehensive Plan. The second was a letter dated 12/19/2025 regarding text amendments to Sections 2, 11 and 16 which were discussed at the public hearing.

- **Zoning Inspector comments:** Nothing to report.
- **Trustee comments:** Noting to report.
- **Potential Zoning Commission alternate:** Sarah Mullins, a Leroy Twp resident expressed her interest in becoming an alternate and discussed her background and current employment with the members.
- **Public Hearing discussion and next steps:**
  - Text amendment to Section 2, proposing a modification to the definition of a minimum area of a lot: A motion was made by Ron Baker and seconded by John Brown to approve the proposed text amendment and send it to the Trustees for approval. All were in favor.
  - Text amendment to Section 2, proposing to add a definition of an attached accessory building: A motion was made by Sharon Noewer and seconded by Charlie Cross to approve the proposed text amendment and send it to the Trustees for approval. All were in favor.
  - Text amendment to Section 16.05 (F) Accessory Buildings, proposing limitations to the maximum square footage of an attached accessory building: A motion was made by Sharon Noewer, and seconded by Ron Baker to approve the text amendment and send it to the Trustees for approval. All were in favor.
  - Text amendment to Section 11.6, Board of Zoning Appeals, proposing to add a period of validity for granted variances: A motion was made by Sharon Noewer and seconded by Ron Baker to approve the text amendment and send it to the Trustees for approval. All were favor.
  - Text amendments to Section 16.05 (E) Accessory Buildings and Table 16.1 proposing revisions to the minimum side and rear lot setbacks: Additional discussion regarding setbacks for larger compared to smaller lots occurred. New language was proposed to retain the current setbacks at 20 feet side and rear clearances for lots 1 ½ acres or less and to apply the increased minimum side and rear clearances to lots larger than 1 ½ acres. The Zoning Inspector indicated that corner lots have not been an issue for smaller lot clearances. Sharon Noewer made a motion and seconded by Frank Dragolich to approve the proposed text amendments for minimum side and rear lot setbacks with the newly added language retaining the setbacks at 20 feet for lots 1 ½ acres and smaller. All were in favor.
  - Sharon Noewer will prepare and send a letter to the Fiscal Officer transmitting the proposed text amendments for consideration by the Trustees. The Trustees will set a public hearing on the amendments within 30 days of their next meeting. Sharon Noewer will contact David Radachy, Lake County Planning Commission, to inform him of the outcome of the hearing and the determination on the proposed text amendments.
  - The search continues for a Zoning Secretary. Please let Trustee Burhenne know if you have any potential candidates.
- The next meeting scheduled will be Tuesday, February 17, 2026, at 7pm.
- **Adjournment:** There being no further discussion, Sharon Noewer made a motion to adjourn the meeting; Ron Baker seconded the motion. All were in favor.