

MINUTES FOR THE REGULAR MEETING OF THE CHESTER TOWNSHIP BOARD OF ZONING APPEALS HELD MONDAY, JANUARY 13, 2025, IN THE TOWN HALL MEETING ROOM. AUDIO RECORDING ON FILE.

Roll Call

Members: Ms. Denamen/yes, Ms. Fadorsen/absent, Ms. Klemm/yes, Ms. Muehling/yes; Mr. Ziganti/yes, Mr. Dobrzynski/yes*

*Mr. Dobrzynski serves as a voting member in the absence of Ms. Fadorsen

Zoning inspector: Mr. Alusheff

Admin present: Ms. McCarthy

Mr. Ziganti led the audience in reciting the Pledge of Allegiance.

Approval of Minutes

Motion to approve the minutes of December 9, 2024

Ms. Denamen motioned to accept the December 9, 2024, minutes as modified. Ms. Klemm seconded the motion.

Ms. Denamen/abstain, Ms. Fadorsen/absent, Ms. Klemm/yes, Ms. Muehling/yes, Mr. Ziganti/yes, Mr. Dobrzynski/abstain

Motion passed.

The following was added as a modification to the December 9, 2024 minutes after the section, "Conclusions of Fact".

***At the January 13, 2025 BZA Meeting, Ms. Muehling asked that the variance be clarified to include the position of the shed and to read, "The Area Variance granted to Section 5.01.03 addresses that the shed is located 12' from the residence not the required 20', a 40% variance, and the setback from the east property lot line of 26 ½ feet in order to allow the shed to remain at the location on the lot as shown on the plan." ***

- Ken Radtke was welcomed as the new Board of Trustees liaison
- Ms. Denamen was welcomed as the new Board Member. Ms. Denamen's term of office is January 2025 – December 2029.

Ms. Klemm moved that the Board of Zoning Appeals will meet on the second Monday of each month during the coming year at 7:00 p.m. unless amended. Ms. Muehling seconded.

Ms. Denamen/yes, Ms. Fadorsen/absent, Ms. Klemm/yes, Ms. Muehling/yes, Mr. Ziganti/yes, Mr. Dobrzynski/yes

Motion passed.

Ms. Muehling motioned to appoint Ms. Denamen as the Vice-Chairperson for the Board of Zoning Appeals for the coming year. Ms. Klemm seconded the motion.

Ms. Denamen/yes, Ms. Fadorsen/absent, Ms. Klemm/yes, Ms. Muehling/yes,
Mr. Ziganti/yes, Mr. Dobrzynski/yes
Motion passed.

Ms. Muehling motioned to appoint Mr. Ziganti as the Chairperson for the Board of Zoning Appeals for the coming year. Ms. Klemm seconded the motion.

Ms. Denamen/yes, Ms. Fadorsen/absent, Ms. Klemm/yes, Ms. Muehling/yes,
Mr. Ziganti/abstain, Mr. Dobrzynski/yes
Motion passed.

Ms. Klemm motioned to reappoint Kathleen McCarthy as the Secretary for the Board of Zoning Appeals for the coming year. Ms. Denamen seconded the motion.

Ms. Denamen/yes, Ms. Fadorsen/absent, Ms. Klemm/yes, Ms. Muehling/yes,
Mr. Ziganti/yes, Mr. Dobrzynski/yes
Motion passed.

Training

Board members watched, *The Role of the BZA*, Ohio Township Association 11.20.2024 as presented by Carly Sherman of Bricker Graydon (Dayton office).

Questions arising from video needing follow-up:

- Should a Conditional Use variance have a time limit set on it? Ask Kathleen to read the comments she makes on the PowerPoint.
- The required level of detail for Meeting Minutes needs to be determined.
 - Alternate Board Members would not be able to review detailed minutes – especially with a continued case to prepare to substitute for an absent full time Board member.
 - Procedure of an alternate should a case continue to the next meeting needs to be reviewed and agreed upon.
 - These items could be addressed in BZA By-laws.
 - “Findings of Fact Conclusions of Law” clarification of phrase needs to be addressed.
 - Duncan Factors need to be more collaborative to help the appellant answer the question more accurately.

New Business:

- Next month (or next hearing) our Zoning Inspector will be using a new template, *Staff Report to the BZA* which may include more information to help guide the BZA in making a decision.
- Next meeting scheduled for January 23, 2025 – Special meeting with BoT and Zoning Commission.

Meeting closed at 9:23 p.m.

Approval Date February 10, 2025

Kathleen McCarthy, Admin. Assistant

Barton Ziganti, Chairman

Mindy Denamen, Vice-Chair

Mark Dobrynski

Absent

Kathy Fadorsen

Christina Klemm

Margaret Muehling