



Board of Zoning Appeals
June 4, 2020 @ 9:00am.
Council Chambers
First Floor, 345 High Street
Hamilton, Ohio 45011

Karen Underwood-Kramer

Acting Chairperson

Samy Broyles
Board Member

Matthew Couch
Board Member

Desmond Maayatah
Board Member

Matt Von Stein
Board Member

**NOTICE CONCERNING THE June 4, 2020 BOARD OF ZONING APPEALS MEETING:
REMOTE CONFERENCING / REMOTE ACCESS**

The Board of Zoning Appeals meeting is open to the public. However, due to the State of Emergency related to COVID-19, the Planning Department is encouraging those who are comfortable participating in the public hearing remotely to do so.

The Board of Zoning Appeals meeting will be held simultaneously via Zoom webinar. Per usual procedure and per Ohio's Sunshine Laws and Public Hearing requirements, the meeting shall be recorded by audio.

Anyone can use the website link or dial into the meeting using the following information (see below).

Online:

Please click the link below to join the webinar:

<https://zoom.us/j/95080090754>

Webinar ID: 950 8009 0754

One tap mobile

+13126266799,,93410265331# US (Chicago) +19292056099,,93410265331# US
(New York)

Or Telephone:

Dial +1 (312) 626-6799 and when prompted dial the webinar ID:

Webinar ID: 950 8009 0754

Report continued on the next page





Board of Zoning Appeals
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Karen Underwood-Kramer
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Board Member

Matt Von Stein
Board Member

Roll Call:

One (1) Public Hearing

Broyles	Couch	Maaytah	Underwood-Kramer	Von Stein	Bowling (Alt.)

Swearing in of Those Providing Testimony to the BZA: Notary Public

New Business:

Agenda Item #1: Variance Request for 60 Sandalwood Terrace

Request by Jeffery Schwartz. Two variance requests from Section 1110.26 and 1110.33 for a site located in the R-1 (Single Family Residence District). The submitted request pertains to constructing a new accessory structure.

Staff: Daniel Tidyman

Broyles	Couch	Maaytah	Underwood-Kramer	VonStein	Bowling (Alt.)

Minutes:

1. May 7, 2020

Miscellaneous:

Adjournment

Report continued on the next page



For the Board of Zoning Appeals Meeting of June 4, 2020

To: Board of Zoning Appeals
From: Daniel Tidyman, Associate Planner
Date: June 4, 2020

AGENDA ITEM #1 – New Business

Applicant: Jeffery Schwartz
Location: 109 S Gersam Avenue (Parcel # P6412161000170)
Request: To seek two (2) variances from the Residential Design Standards of the Hamilton Zoning Ordinance pertaining to requirements for exterior finishes and roofing on accessory structures. The property owner is interested in constructing a new all metal accessory structure that will be located in the rear of their property.

BASIC INFORMATION

Applicant/Property Owner	Jeffery Schwartz
Architect/Engineer/Consultant	N/A
Size of Property	0.20 Acres
Current Zoning	(R-1) Single Family Residence District
Requests	Two (2) variances from matching a minimum of 50% of all sides of the structure with a matching primary finish on the front façade of the house on the property and matching the same roofing material as the house on the property.

ADJACENT LAND USE/ZONING INFORMATION

<i>Direction</i>	<i>Land Use</i>	<i>Zoning</i>
North	Single Family Residential	R-1 (Single Family Residence District)
South	Single Family Residential	R-1 (Single Family Residence District)
East	Single Family Residential	R-1 (Single Family Residence District)
West	Single Family Residential	R-1 (Single Family Residence District)

Section A: Introduction and Background

Section A.1: Project Overview and History

The property owner recently downsized their property. They have been storing personal property in their garage and renting space off site for a monthly rate. The property owner is interested in constructing a metal sided and roofed structure in the rear of their property for storing personal property and creating more space within their home.

Report continued on the next page





Staff requested the possibility of using a higher quality exterior finish such as T-11 Siding instead or the possibility of a shingled roof. After some research with the builder, the applicant concluded that the builder does not construct structures with shingle roofs. The applicant's reasoning for metal siding would be that metal siding requires lower maintenance than wood siding. Additionally, the elevation of the property and location of the building would be screened from the public right of way.

Section A.3: Existing Site Conditions

The property is located in the New London neighborhood on S Gersam Avenue that is a side street to Millville Avenue. The parcel has characteristics of the post WWII construction with a compact lot and one car garage. There is a slight slope in elevation from the right of way to the house on the property. Additionally, the smaller side yard setbacks and house on the property screen the back yard from the right of way. Properties adjacent to the site in question both have accessory structures. One of which does not match the principal structure on the property in exterior finish or roofing.

Section B: Petition Review

The proposal intends to provide a storage for the property owner's personal property and would eliminate the need for renting offsite storage space. This structure would have a floor area of 360 square feet which exceeds the threshold the exterior finish and roofing requirements of the Residential Design Standards in the HZO. The applicant does intend to match the color of the finish and roofing to the house on their property.

In order to construct a detached garage a dwelling of this width and height, the applicant will require variances from the following section of the Hamilton Zoning Ordinance.

1110.26 Accessory Buildings: Accessory buildings over 200-sq. ft. in area must have the same exterior finish material on a minimum of 50% of all sides as the primary exterior material and approximate color as the front of the existing primary building.

1110.33 Continuity: The same style, type, and color of roof material shall be used on all roof surfaces of the primary building and on any accessory buildings over 200- sq. ft. in area. Fabric, plastic, vinyl or other materials not expressly designed and manufactured as a component of a permanent roofing system may be used as a temporary measure for a period not to exceed 120 days.

The resulting variance requests include:

- **Variance from required 50% matching exterior finish on all facades**
- **Variance from required matching roof material**

Report continued on the next page





Section D: Pertinent Statutes

As it pertains to granting a variance the Hamilton Zoning Ordinance states:

Section 1170.63 Variance-Findings of the Board: No such variance of the provisions or requirements of this Ordinance shall be authorized by the Board unless the Board finds, beyond reasonable doubt, that all of the following facts and conditions exist.

- **Exceptional Circumstances:** That there are exceptional or extraordinary circumstances or conditions applying to the property in question that do not apply generally to other properties in the same Zoning District.
- **Preservation of Property Rights:** That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other properties in the same Zoning District and in the same vicinity.
- **Absence of Detriment:** That the authorizing of such variance will not be of substantial detriment to adjacent property, and will not materially impair the purposes of this Ordinance of the public interest.
- **Not of General Nature:** No grant of a variance shall be authorized unless the Board specifically finds that the condition or situation of the specific piece of property for which variance is sought is not of so general or recurrent a nature as to make reasonably practicable the formulation of a general regulation for such conditions or situation.

Section E: Notification

The Planning Department mailed Public Hearing Notices to the owners of thirteen (13) properties within 100 feet of the subject property per statute requirements. At the time of writing this report, the Planning Department has not received any inquiries pertaining to this request.

Section F: Recommendations

The Board of Zoning Appeals can approve or deny the appeal request. Should the BZA wish to approve of the appeal request the Planning Department recommends the following motion to the BZA:

That the BZA approve the appeal request to grant variances pertaining to Sections 1110.26 and 1110.33, subject to the following conditions:

- 1) Revise any construction drawings for the proposed improvements and work subject to any future review

Report continued on the next page





requirements of the City of Hamilton Departmental Review.

- 2) The accessory structure will be in a location that will screen it from the public right of way.

Section H: Staff Basis / Comments

Staff finds the proposed variance meets the statutory requirements for granting a variance for the following reasons:

- 1) There are exceptional circumstances given the existing conditions of the property and existing conditions on the site. The topography of the site, narrow non-conforming side yard setbacks of the property, and location of the house will screen the structure from the public right of way.
- 2) A literal interpretation of the zoning ordinance would infringe on the property rights of the applicant. There are other accessory structures on other properties in the neighborhood that do not have materials that match the primary structure.
- 3) The requested variance would not be detrimental to the property or surrounding area. This structure would not be detrimental to the property or surrounding neighborhood given that it will be not be visible from the public right of way. The structure will also be screened by neighboring properties by the existing privacy fencing the surrounds the property.
- 4) This variance request is not of general nature. The small size of the shed and the screening from the right-of-way and from adjacent properties makes this shed different from most accessory structures which are larger and more visible.

Section I: Attachments

The following attachments are listed in chronological order as they appear in the report.

1. **Exhibit A - Location Map**
2. **Exhibit B - Zoning Map**
3. **Exhibit C - BZA Application**
4. **Exhibit D - Proposed Building Permit Plans**
5. **Exhibit E - Photos of Property**
6. **Exhibit F - Public Hearing Notice**

Report continued on the next page



109 S Gersam Avenue -
Exhibit A - Location Map



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Esri Community Maps, 2014



Areas

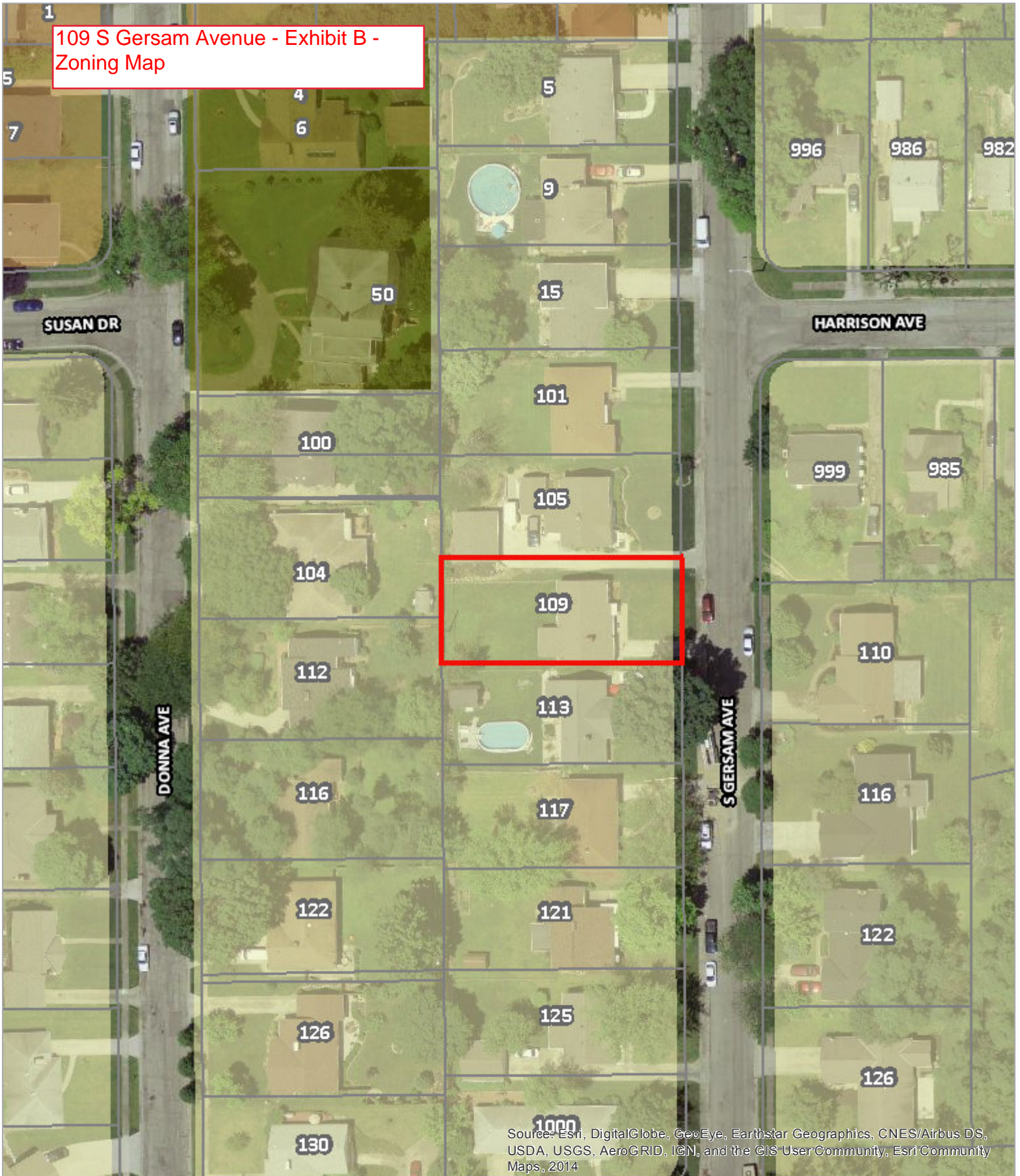
Override 1

Site Address Points

109 S Gersam Avenue



109 S Gersam Avenue - Exhibit B - Zoning Map



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Esri Community Maps, 2014



Areas

Override 1

Site Address Points

109 S Gersam Avenue



Exhibit C - 109 S Gersam
Avenue - BZA Application

DEPARTMENT OF PLANNING
CONSTRUCTION SERVICES DIVISION
INTER-DEPARTMENTAL PLAN REVIEW RECORD

Location : **109 S GERSAM AVE**

Date : **05/06/2020**

Name of Project : **SCHWARTZ**

Permit Type : **PLANNING - BZA**

Application # : **A201501**

Project Description: **VARIANCE- SHED**

Approval Date : **05/06/2020**

Approval # : **A201503**

Review # : **1**

Applicant : **JEFFREY SCHWARTZ**

Phone : **(513) 226-9070** Fax : email :

Owner : **MOUNTJOY BRANDON P, & KIMBERLY A**

Phone : Fax : email :

Please review the attached plans and return to Construction Services as soon a possible.

REMARKS	Please submit your comments electronically on the Approval Screen in Govern.
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This routing is for Approval # A201503 Review # 1

HEALTH

PUBLIC WORKS

FIRE

ENVIR. SERVICES

BUILDING

ELECTRIC

GAS / WATER

ZONING



A201507

Application Fee:
\$200

BOARD OF ZONING APPEALS APPLICATION

Fees:	
All Appeals to BZA	\$200.00
Appeal of ADRB Decision	no charge

Property Address: 109 South Gersam Ave Hamilton OH 45013

Property Owner: Jeffrey & Donna J. Schwartz

Owner's Mailing Address: 109 South Gersam Ave

Owner's Phone Contact: 513-226-9070

Appellant's Name (if different from owner): _____

Appellant's Mailing Address: 109 S. GERSAM AVE. HAM. OH. 45013

Appellant's Email Address: 513-226-9070 N/A

Appellant's Phone Contact: 513-226-9070

Purpose of Application (Check all that apply):

- Requesting a variance for signs. Please describe the request below (also fill out **Appellant's rational for requesting a Variance.** See: Page 4)

- Requesting a variance other than a sign from the following Sections of the Hamilton Zoning Code (also fill out **Appellant's rational for requesting a Variance,** Page 4)

Utility Shed 16x20 metal building Free Standing

- Other – Skip to "Other" Section of Application Form (Page 5)

VARIANCES

Appellant's Rationale for requesting a Variance: (See Next Page)



VARIANCES

Variance-Findings of the BZA: No variance of the provisions or requirements of the Hamilton Zoning Ordinance shall be authorized by the BZA unless the BZA finds, beyond reasonable doubt, that all of the following facts and conditions exist. **Please address each condition below in the space provided.**

Exceptional Circumstances: That there are exceptional or extraordinary circumstances or conditions applying to the property in question that do not apply generally to other properties in the same Zoning District. (What is unique about your case that requires a variance?)

~~My home is brick~~ code calls for brick on out building, properties on both sides of my property are vinyl sided. The building we want will be metal so brick is not an option. Both properties on both sides have out buildings with vinyl or wood siding.

Preservation of Property Rights: That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other properties in the same Zoning District and in the same vicinity. (Why is the variance needed to preserve property rights?)

Absence of Detriment: That the authorizing of such variance will not be of substantial detriment to adjacent property, and will not materially impair the purposes of this Ordinance of the public interest. (How will the variance not be harmful to the property or nearby properties?)

properties on both sides are vinyl sided. This building we propose is not easily seen from street

Not of General Nature: No grant of variance shall be authorized unless the Board specifically finds that the condition or situation of the specific piece of property for which variance is sought is not of so general or recurrent a nature as to make reasonably practicable the formulation of a general regulation for such conditions or situation. (What makes the variance a non-recurring request or a rare case?)

I don't see this as a rare request as the city is already looking to change the code as to brick siding on out buildings.



OTHER: Please check the reason for the Application and Explain.

- Substitution of Non-Conforming Use Temporary Use
 Appeal of Decision of Architectural Design Review Board Appeal of Interpretation

*we wish to have this building made out of metal siding
to keep maintenance low as we own both in our 50 cent yrs.
we are presently paying \$206.00 a month for storage &
would like to eliminate that expense.*

*EXTERIOR COLOR OF building will be as close
a match to the brick on my house as possible*

CERTIFICATION:

I certify that all of the information contained in this Application is complete, true and accurate.


Appellant's Signature

5/15/2020
Date

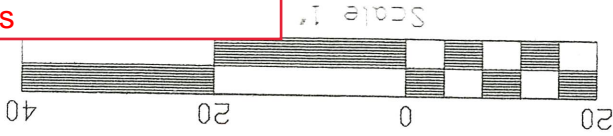
JEFFREY SCHWARTZ
Appellant's Printed Name


Property Owner's Signature

5/15/2020
Date

JEFFREY SCHWARTZ
Property Owner's Printed Name

109 S Gersam Avenue -
Exhibit D - Proposed Building
Permit Plans



GERSAM AVENUE

S 01°02'30" E 60.00

CROSS-NOTCH SET

S 88°57'30" W 140.00

EXISTING IRON PIN

5' UTILITY EASEMENT

40' BUILDING SETBACK

#109

LOT # 21,946

10' UTILITY EASEMENT

S 01°02'30" E 60.00

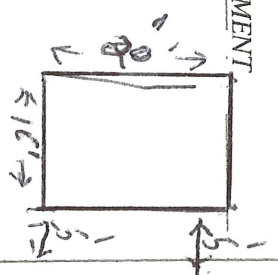
CROSS-NOTCH SET

CONCRETE DRIVEWAY

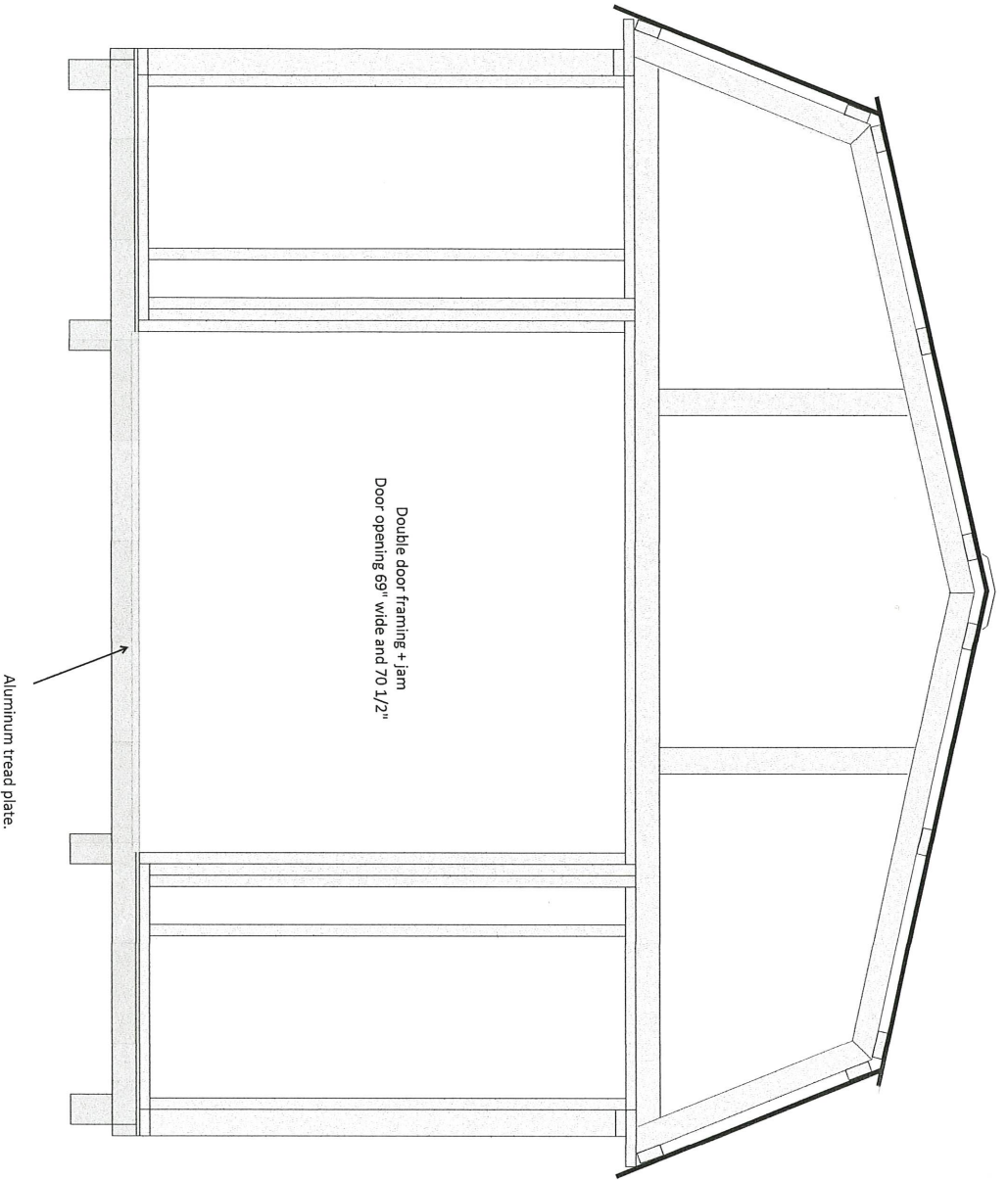
CROSS-NOTCH SET

IRON PIN SET

7'91"



PLAT OF SURVEY



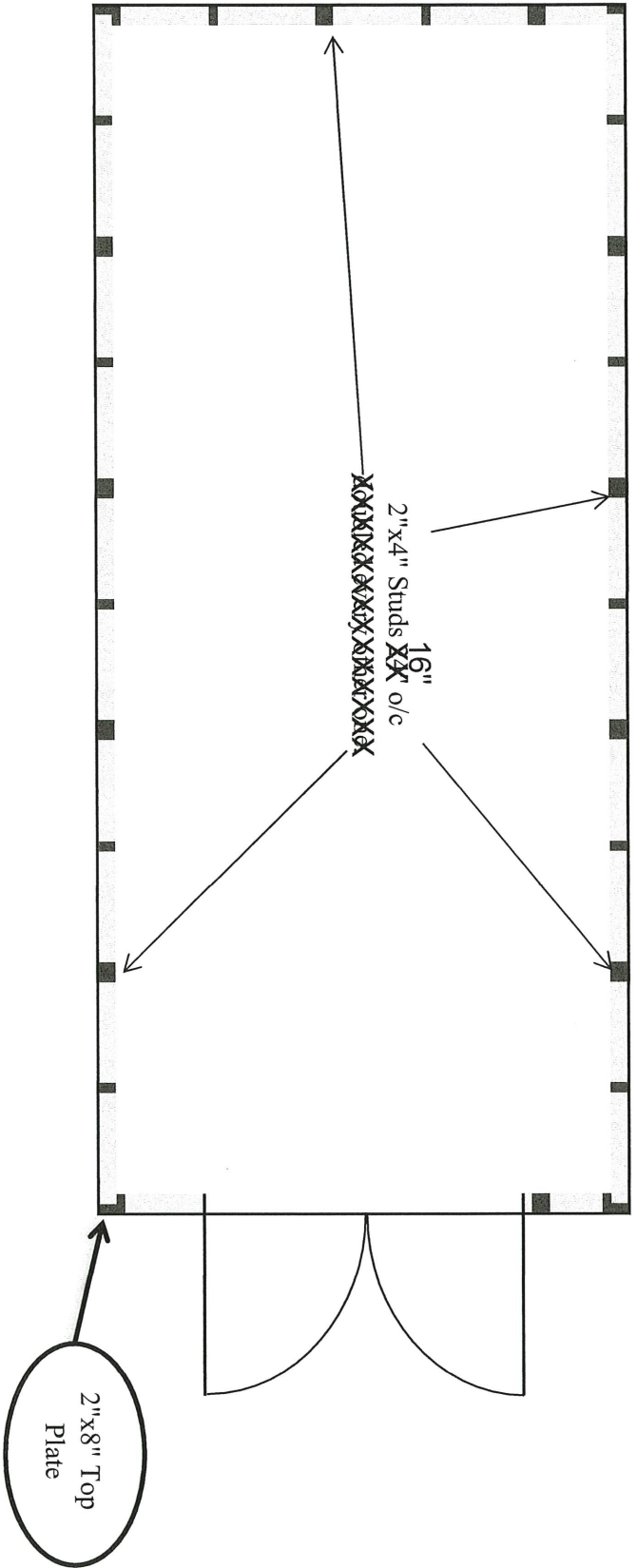
11' 7" H.



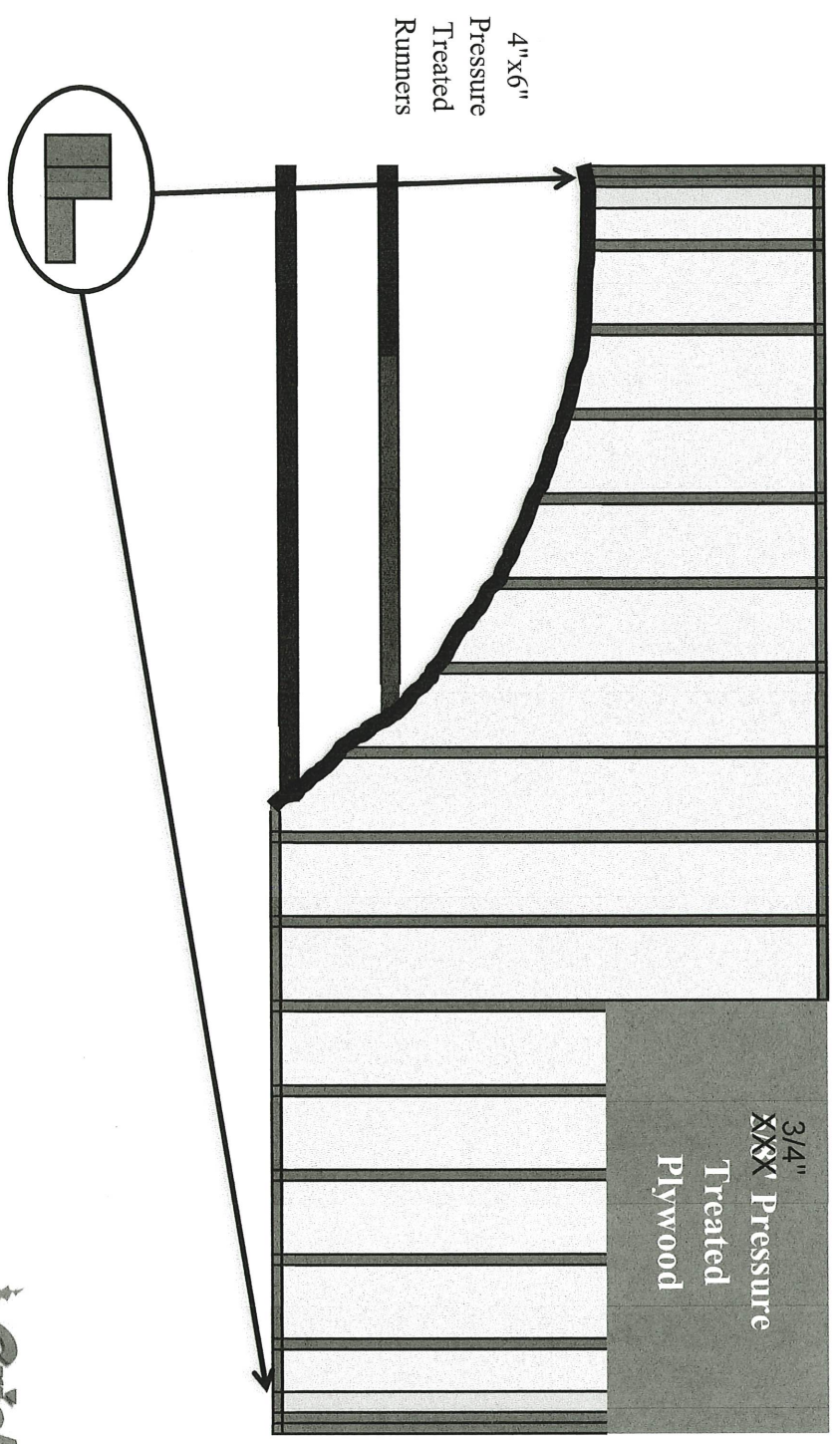
Cricket Valley Structures
Size: 16x20
Style: Lofted Barn
Siding: Metal
by: Andre Weaver

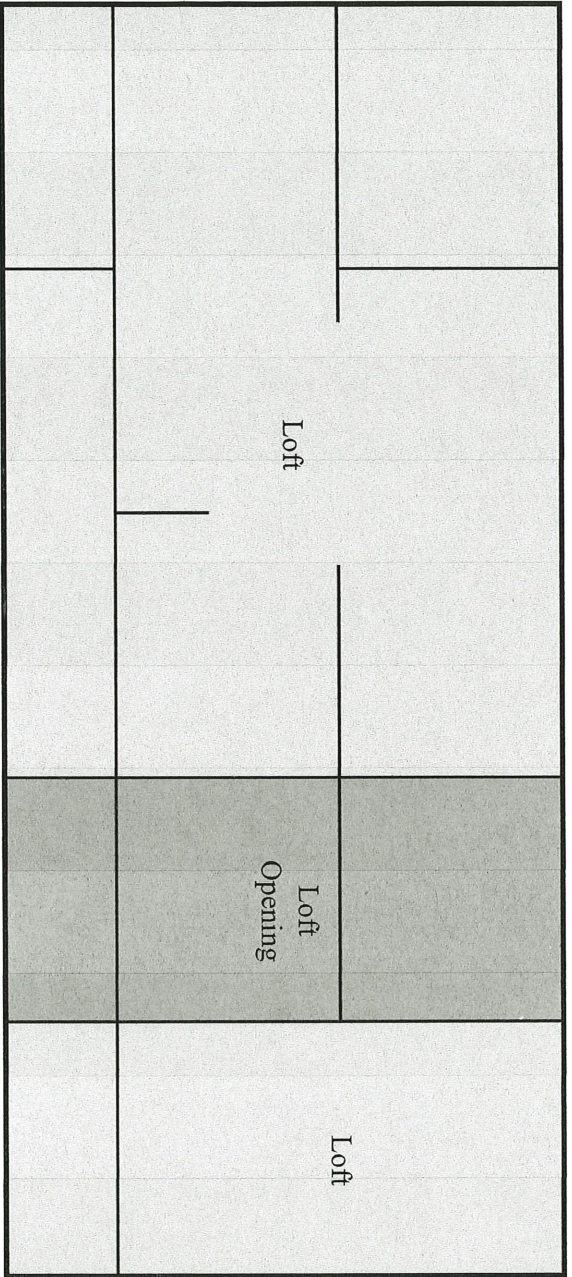
Prepared

Floor plan



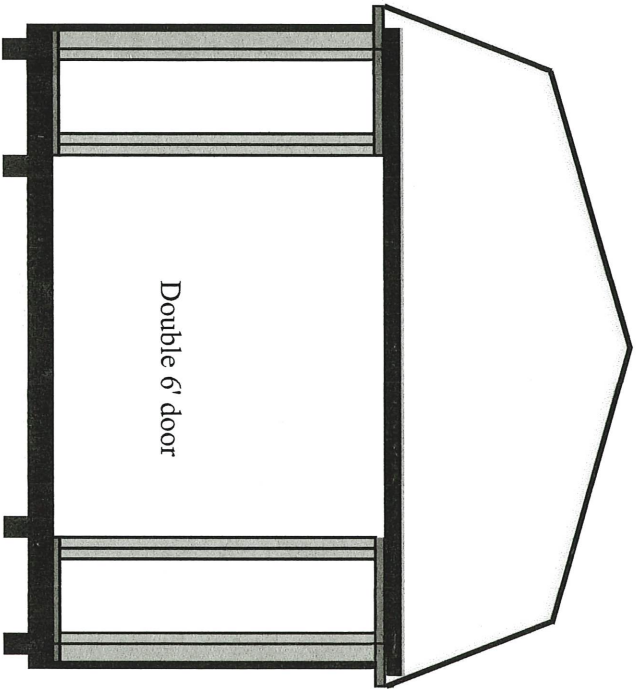
Floor Structure





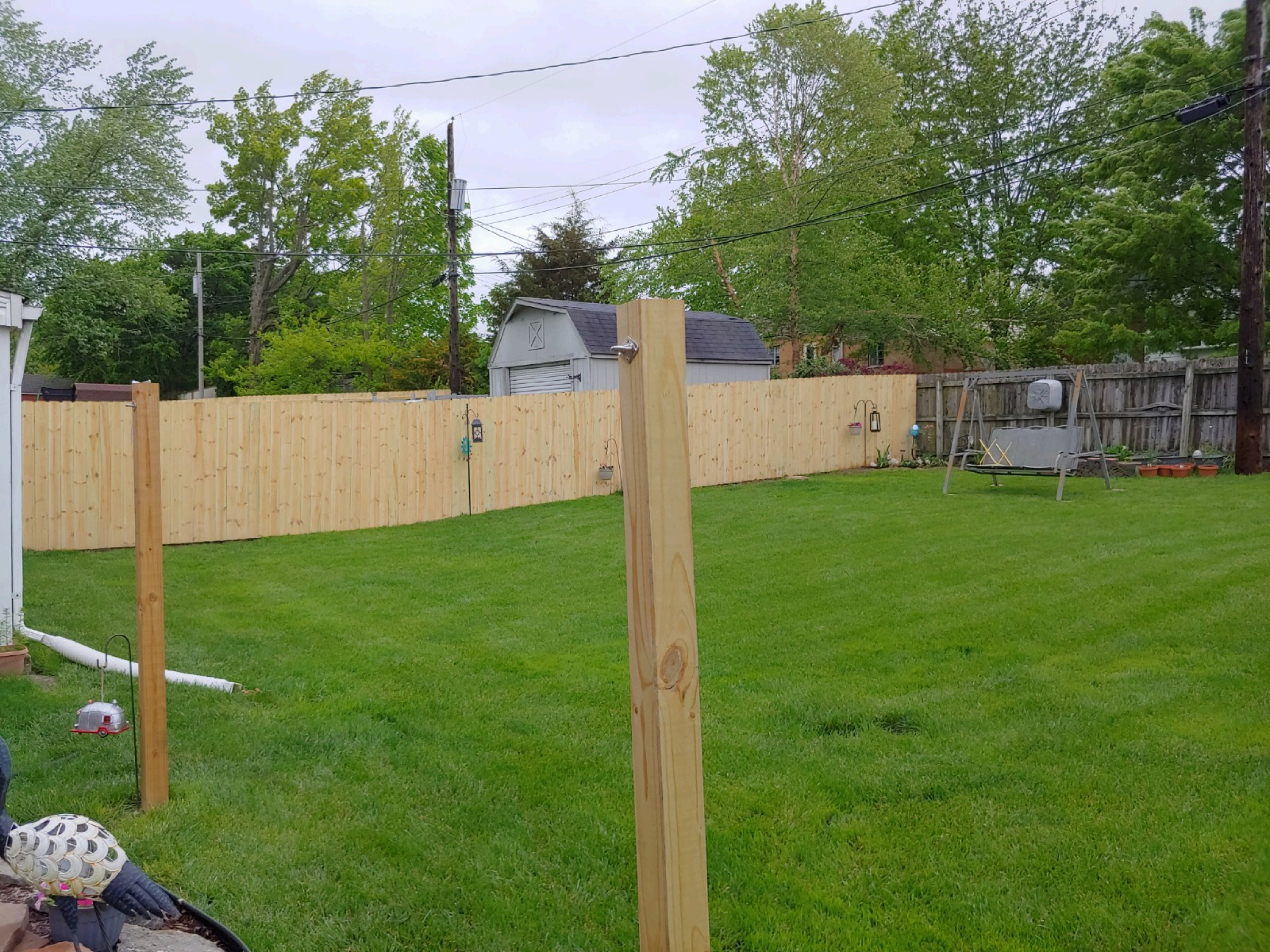
Loft view

Gable View



109 S Gersam Avenue - Exhibit E - Photos of Property









May 23, 2020

NOTICE OF PUBLIC HEARING

Attention Property Owner:

The City of Hamilton Board of Zoning Appeals will hold a public hearing on **Thursday morning, June 4, 2020 at 9:00 A.M.** via Zoom Webinar at <https://zoom.us/j/95080090754>

Webinar ID: 950 8009 0754

The agenda for this hearing includes the following information:

- LOCATION:** 109 S Gersam Avenue, Hamilton OH 45013 (Parcel: #P6412161000170)
APPLICANT: Jeffery Schwartz
REQUEST: To seek two (2) variances from Section 1110.26 and 1110.33 of the Hamilton Zoning Ordinance in order to construct a new accessory structure that does not meet the requirements for exterior finish and roofing requirements in the Residential Design Standards.

Accessory Structures (garages, sheds, barns) with a floor area greater than 200 square feet must have an exterior finish that matches the primary finish on the front façade of the primary structure on the property. The primary finish on the front of the applicant's home is brick. Current regulations in the zoning ordinance requires that the applicant finish their new structure with at least 50% brick on all sides. Additionally, such structures must maintain roofing continuity with the roofing material of the primary structure on the property. The new structure would also be required to match their home's roof in material and color if they were to construct a new structure.

The applicant is proposing to add a shed to his backyard to have additional space for storage of personal property. The size of the structure will be 16 feet X 20 feet with a floor area of 320 square feet. The structure will have vertical metal siding and roofing intended to match the house on the property. The building will be located in the rear of the property, which will be screened from the right of way.

You are a property owner within 100 feet of the subject property and as such are required by statute to be notified of this public hearing.

An application for this project as well as the BZA Policies and Guidelines are on file in our office and available for your review. These materials, in addition to future updates and reports completed by staff during the review process, can be found online at: <https://www.hamilton-oh.gov/bza>

Please see Public Hearing Notification Map included on the second sheet of this notice

The hearing is open to the public. However, due to the State of Emergency related to COVID-19, the Board of Zoning Appeals meeting will be held remotely via webinar or phone call. Those participating via webinar or phone call will still have an opportunity to provide input. Please use a computer or download the Zoom app for smartphones to participate using the following information:

Zoom Webinar Link: <https://zoom.us/j/95080090754>

Webinar ID: 950 8009 0754

Alternately, you can use the call-in information to participate via phone. Dial 1 (312) 626-6799 then when prompted dial the **Webinar ID: 950 8009 0754**

Planning staff is happy to provide additional information to help you participate in the public hearing webinar, so please give us a call at 513-785-7350 for assistance before the meeting.

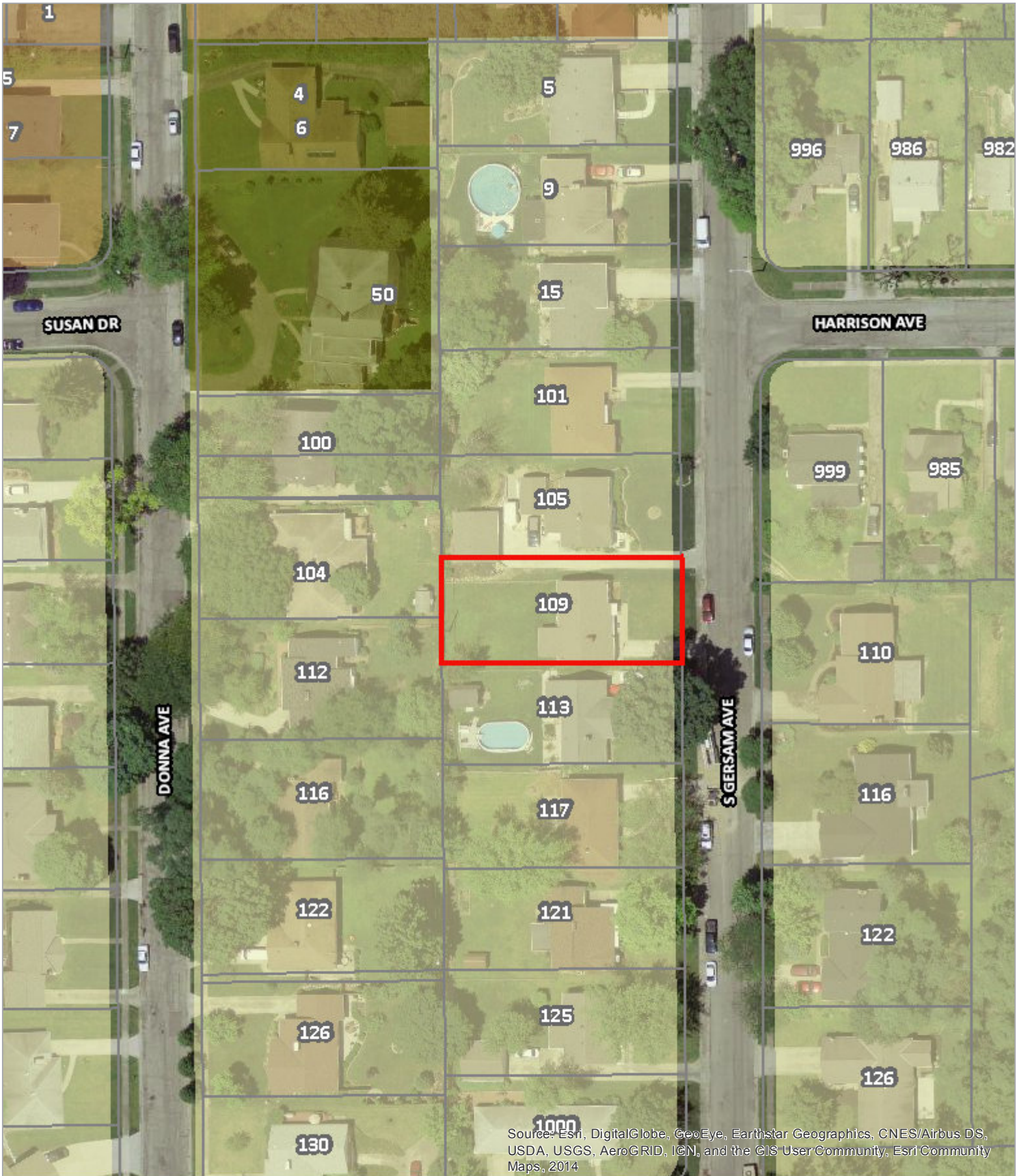
If you or anyone planning to attend this hearing have a disability for which we need to provide accommodations, please notify staff of your requirements at least three (3) days prior to the public hearing.

If you have any questions or comments concerning this matter, we welcome your calls and emails. Please email us at planning@hamilton-oh.gov or contact Daniel Tidyman at the City of Hamilton Planning Department at (513) 785-7023.

Sincerely,

Daniel C. Tidyman

Daniel Tidyman
Associate Planner



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community, Esri Community Maps, 2014



Areas

Override 1

Site Address Points

109 S Gersam Avenue





Board of Zoning Appeals
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Desmond Maaytah
Acting Chairperson

Samy Broyles
Board Member

Matthew Couch
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Karen Underwood-Kramer
Board Member

Matt Von Stein
Board Member

Roll Call:

One (1) Public Hearing

Broyles x	Couch	Maaytah x	Underwood-Kramer x	Von Stein	Bowling (Alt.) x

Swearing in of Those Providing Testimony to the BZA: Notary Public Daniel Tidyman

New Business:

Agenda Item #1: Variance Request for 60 Sandalwood Terrace

Request by Marty Head. A requested variance from Section 1110.26 for a site located in the R-1 (Single Family Residence District). The submitted request pertains to constructing a new detached garage.

Staff: Daniel Tidyman

Presentation:

Section A: Introduction and Background

Section A.1: Project Overview

The property owner is interested in demolishing an existing metal exterior accessory structure and constructing a new accessory structure on the property. The purpose of the new structure to store the property owner’s boat. The location of the new structure would be setback behind the house on the property and screened by existing foliage. The front of the new structure will be over 75% brick to match the primary finish of the house.

Report continued on the next page





Section A.2: History

The applicant contacted the Planning Department for information to begin the permitting process for constructing a new 20 ft X 30 ft (600 sq ft) accessory structure. After a pre-application meeting, the applicant and staff came to a compromise that they believe will meet all criteria for a variance. (See Section H)

Section A.3: Existing Site Conditions

The property is located in the Washington neighborhood between Sanders Drive and Hermay Drive. Existing foliage can be found on the 0.52 acre lot. The neighborhood has characteristics of a typical suburban neighborhoods with lot areas ranging from 0.29 acres to 1.08 acres in area. There currently are large trees in the front yard and located to the East of the property that provide screening from the right of way and from neighboring properties. Existing development on the site includes a single-family dwelling and a metal sided and roofed accessory structure.

Section B: Petition Review

The proposal intends to provide storage for the property owner's boat when not in use. With a floor area of 600 sq ft, the brick finish on the front of the dwelling unit on the property is required on all sides of the new structure. The applicant intends to finish more than 75% of the front façade of the structure facing Sandalwood Terrace with brick while finishing the remaining facades with vinyl siding.

In order to construct a detached garage a dwelling of this width and height, the applicant will require variances from the following section of the Hamilton Zoning Ordinance.

1110.26 Accessory Buildings: Accessory buildings over 200-sq. ft. in area must have the same exterior finish material on a minimum of 50% of all sides as the primary exterior material and approximate color as the front of the existing primary building.

The resulting variance requests include:

- **Variance to allow no matching exterior finish on three facades**

Section D: Pertinent Statutes

As it pertains to granting a variance the Hamilton Zoning Ordinance states:

Section 1170.63 Variance-Findings of the Board: No such variance of the provisions or requirements of this Ordinance shall be authorized by the Board unless the Board finds, beyond reasonable doubt, that all of the following facts and conditions exist.

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- **Exceptional Circumstances:** That there are exceptional or extraordinary circumstances or conditions applying to the property in question that do not apply generally to other properties in the same Zoning District.
- **Preservation of Property Rights:** That such variance is necessary for the preservation and enjoyment of substantial property rights possessed by other properties in the same Zoning District and in the same vicinity.
- **Absence of Detriment:** That the authorizing of such variance will not be of substantial detriment to adjacent property, and will not materially impair the purposes of this Ordinance of the public interest.
- **Not of General Nature:** No grant of a variance shall be authorized unless the Board specifically finds that the condition or situation of the specific piece of property for which variance is sought is not of so general or recurrent a nature as to make reasonably practicable the formulation of a general regulation for such conditions or situation.

Section E: Notification

The Planning Department mailed Public Hearing Notices to the owners of ten (10) properties within 100 feet of the subject property per statute requirements. At the time of writing this report, the Planning Department has received a comment from a neighboring property owner. The property owner had no objections to the variance request.

Section F: Recommendations

The Board of Zoning Appeals can approve or deny the appeal request. The Planning Department recommends the following motion to the BZA:

That the BZA approve the appeal request to grant variances pertaining to Section 1110.26, subject to the following conditions:

- 1) Revise any construction drawings for the proposed improvements and work subject to any future review requirements of the City of Hamilton Departmental Review.

Section H: Staff Basis / Comments

Staff finds the proposed variance meets the statutory requirements for granting a variance for the following reasons:

- 1) There are exceptional circumstances given the existing conditions of the property and existing conditions on the site. The applicant is proposing to remove a

Report continued on the next page





structure that is non-conforming in exterior finish and roofing while the proposed building will have higher quality finishes. This structure will provide storage and safety for their personal property and would be better aesthetically for the neighborhood.

- 2) The requested variance protects property rights because it allows the property owner to upgrade the accessory structure from a metal building to a vinyl and brick structure large enough for storage of personal property.
- 3) The requested variance would not be detrimental to the property or surrounding area. Replacing the current metal building on the site with an accessory structure with a front façade of over 75% brick is an improvement to the site. The new structure will be screened by foliage and will be behind the primary structure, minimizing its view from surrounding properties. and providing interior space for boat storage would be an improvement to the site and neighborhood.
- 4) This variance request is not of general nature. This is because of the existing non-conforming structure. Replacing the existing metal structure with a more compliant structure is an opportunity to improve the property. This would not require staff to amend the zoning ordinance.

The Planning Department receives complaints on a monthly basis about trailers, mobile homes, and boats parked on residential property. Granting this variance would prevent any possibility of complaints from neighboring property owners.

Public Hearing:

BZA asked about the size of the current accessory structure. Marty Head, the applicant, stated that it is 28 ft by 12 ft. Mr. Head stated that it is a very large red metal shed and he wants to improve the property. Being able to have a garage for his boat will improve aesthetics.

Mr. Acuff was in attendance and stated he had no comments.

BZA had no additional questions.

Motion to close the public hearing: Underwood-Kramer

Second: Broyles

Motion passes unanimously.

Discussion: BZA stated they appreciate the proposed compromise and stated it will be an improvement.

Motion: To grant the variance at 60 Sandalwood Terrace with the stated conditions.

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Motion by: Underwood-Kramer
Second: Bowling

Motion approved unanimously.

Minutes:

1. March 5, 2020
 - a. Motion to approve the minutes: Broyles
 - b. Second: Underwood-Kramer
 - c. Minutes approved unanimously.

Miscellaneous:

- Election of Chair Person and Vice Chair Person for 2020 Operational Year
 - Motion to nominate Karen Underwood Kramer as Chair Person: Broyles
 - Second: Bowling
 - Motion approved unanimously
 - Motion to nominate Desmon Maayah as Vice Chair Person: Underwood Kramer
 - Second: Bowling
 - Motion approved unanimously.
- Revision to BZA Policies and Guidelines (Minor Edits)
 - Meeting dates and times
 - Change would allow BZA to vote to change the regular meeting time without changing the by-laws.
 - Noticing for executive session
 - Change would allow BZA to request executive session at the time of a regular meeting instead of having to notice it ahead of the meeting. Would still follow Ohio Revised Code.
 - Motion to approve the revised by-laws: Underwood-Kramer
 - Second: Bowling
 - Motion approved unanimously.
- There was a discussion about proposed changes in response to the consistent variance requests related to the materials of accessory structures. Staff is proposing a change to the Planning Commission.

Adjournment: 9:44 pm

For the Board of Zoning Appeals Meeting of May 7, 2020

Motion: Underwood-Kramer

Second: Bowling

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