

**PAINESVILLE TOWNSHIP  
BOARD OF ZONING APPEALS  
MEETING MINUTES  
February 11, 2020**

**Present:** Tom Hill, Ken Sullivan, Dave Enzerra, Dave Lindrose and Dale Lewis  
**Absent:** Lorrie Schuck and Randy VanBuren  
**Zoning Inspector:** Rich Constantine and Harley DeLeon  
**Legal Counsel:** Matt Lallo

Chairman called the meeting to order at 6:30 p.m. The Pledge of Allegiance was recited. A quorum was present. .

**Public Hearing :** None

**New Business:**

Legal counsel, Matt Lallo, announced that he will be leaving Painesville Township. Township Trustees are looking for a replacement but it may take a little time; he may or may not be at the next meeting.

**Election of Officers:**

Ken Sullivan made the motion to keep Tom Hill as Chairman and Dave Enzerra as Vice Chairman. Dave Lindrose seconded it.

Roll Call: All yes.

Motion carries.

**Regular meeting:**

The Chairman called for attention to the minutes of the January 13, 2020 hearings and meetings. Chairman and other board members stated they were unable to open the minutes via email. Rich Constantine gave the members a paper copy to review. The Zoning Inspector stated that he submitted a few minor edits to the minutes and Dave Enzerra agreed with those changes.

Hearing no other edits, the Chairman declared the minutes approved.

**Old Business:**

Rules and Procedures Discussion.

Chairman asked the Zoning Inspector regarding the Rules and Procedures what he'd like to do. The Zoning Inspector stated he would like the board to adopt them. Ken Sullivan inquired about the section of procedure concerning "alternates" as it appears to conflict with Section 9.03(B) of the zoning resolution. The Rules and Procedure state that it's only one alternate appointed by the Trustees but the zoning resolution states that the Board of Zoning Appeals can have two alternates if needed. The Zoning Inspector stated that the Trustees only will appoint one alternate. Ken Sullivan stated that the language of the procedure should agree with the zoning resolution. The Chairman suggested adding the language "may also be up to two alternates appointed by the Trustees" per our code.

Ken Sullivan stated that in the voting section it states "If only a bare quorum is present, the vote must be unanimous...". Ken Sullivan stated that's not how the board has voted in the past as only a majority vote was required. Matt Lallo stated that he was unable to find anything in the Zoning Resolutions regarding the issue and that it's typically a majority of the quorum. The Zoning Inspector stated that the "unanimous" wording was his opinion. Chairman stated that he prefers to have a majority for voting, the other members of the board agreed. The Zoning Inspector will update the language.

Chairman asked Zoning if they have received any applications for next month. The Zoning Inspector replied yes, possibly five cases.

The Zoning Inspector announced that Harley DeLeon will take over the Board of Zoning Appeal cases and Rich Constantine will only work on Zoning Commission cases.

There being no further New Business, the Chairman adjourned the meeting at 6:55 PM. Next meeting will be Tuesday, March 10, 2020.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Tom Hill", written over a horizontal line.

Tom Hill, Chairman

A handwritten signature in blue ink, appearing to read "Lorrie Schuck", written over a horizontal line.

Lorrie Schuck, Secretary