MOTION NUMBER: **FILE NO: Z17-C391**

During the October 26, 2026 meeting of the Monclova Township Zoning Commission the following actions occurred:

Rasmusson moved to recommend approval of the text amendment with modifications as

Seconded by Trettin

Yes:

Zoning Commissioner Rasmusson
Zoning Commission Lindsay
Zoning Commissioner Chandley
Zoning Commission Trettin
Zoning Commissioner Mark Trimble

No:

Result: 5-0

10/26/26 Zoning Commission Meeting

The duly posted meeting of the Monclova Township Zoning Commission commenced at 5:30 p.m. with the Pledge of Allegiance to the Flag.

Roll Call of Zoning Commission Members:

Present: Keith Trettin, Cathy Shepherd, Jim Lindsay, Paul Rasmusson, Brian Chandley, and Mark Trimble

Staff Present: Zoning Administrator Eric Wagner

A. Call to Order by Chair; states date for audio record

B. Pledge of Allegiance to the Flag

C. Roll Call of Members; All Members present

D. Minutes: Move to suspend reading of the May 26, 2026 meeting and approve as submitted. Moved Rasmusson Second Chandley All were in favor

Chair Lindsay commenced Public Hearing: Z17-C392, zoning change from A/R Agricultural Residential and C-2 General Commercial to M-1 Industrial/Office Research District for property identified as taxing district parcel number 38-46111, 10311 Airport Highway. Applicant/Agent: George Lathrup.

Zoning Administrator Wagner gave a review of the proposed zoning change. He noted that the request was reviewed by the Lucas County Planning Commission staff who recommended approval. He also noted that the Lucas County Planning Commission recommended approval at their 9-23-26 meeting.

The applicant George Lathrup was sworn in and gave a brief description of his plans for the property. He plans to develop the property for a light industrial use that will fit in with other commercial and industrial businesses in the area.

Trettin moved to close the public hearing and Rasmusson seconded it. All were in Favor

Chandley moved to recommend approval of the Zoning Change request

Trettin second All were in favor

Chair Lindsay commenced Public Hearing: Z17 C391 Text Amendment to section 15 of the Monclova Township Zoning Resolution Applicant Monclova Township

Zoning Administrator Wagner gave a review of the proposed text amendment. He noted that the request was reviewed by the Lucas County Planning Commission staff who recommended

approval. He also noted that the Lucas County Planning Commission recommended approval at their 9-23-26 meeting.

Rasmusson moved and Trettin seconded to approve the proposed text amendment. All were in favor

Chandley motioned to adjourn Trettin seconded All were in favor

Submitted:

Eric Wagner, Monclova Township Zoning Administrator

Accepted:

James Lindsay, 2026 Chair	Paul Rasmusson, Vice Chair
Keith W. Trettin	Brian Chandley
J. Mark Trimble	Cathy Shepherd, Alternate

Roll calls taken in random order.

SECTION 15
ZONING CHANGES AND TEXT AMENDMENTS

SECTION 15.1 AUTHORITY

Whenever the public necessity, convenience, general welfare, or good zoning practices require, the Township Trustees may, by resolution, after receipt of recommendation thereon from the Zoning Commission and subject to the procedures provided by law, amend, supplement, change or repeal the regulations, restrictions, and boundaries or classification of property, now or hereafter established by this Resolution.

SECTON 15.2 PROCEDURES

Initiation of Zoning Amendments

1. Amendments to this zoning resolution may be initiated by

a. Motion of the Township Zoning Commission, or

b. By the passage of a resolution by the Board of Township Trustees, or

c. By the filing of an application by one or more of the owners or lessees of property within the area proposed to be changed or affected by the proposed amendment with the Township Zoning Commission.

2. The Board of Township Trustees, upon the passage of such a resolution, shall certify it to the Township Zoning Commission, which shall be deemed to occur on the first business day following the date of its passage.

B. **Application**

An owner or lessee of property filing an application to amend the Zoning Resolution , shall make such application on forms prescribed by the Zoning Administrator. Applications must be complete and shall be accompanied by information or data indicating the necessity for, or desirability of, the change request, and filed with the Zoning Administrator ten (10) business days prior to the meeting of the Zoning Commission where the applicant seeks to be heard. These same rules shall apply to revisions to a previously submitted application.

SECTON 15.2 **<u>PROCEDURES</u>** (cont'd)

C. Fees

An owner or lessee of property filing an application to amend the Zoning Resolution shall pay a fee, in accordance with the Township fee schedule, for each application to defray the cost of advertising, mailing, filing with the county recorder. The applicant shall additionally pay all other expenses incurred by the Township, including but not limited to the fees of any design or engineering professionals. A deposit for additional expenses may be required. No permit shall be issued nor any action shall be taken on an application until all fees are paid in full.

D. Submission to the Zoning Commission

Submission to the Zoning Commission which shall be deemed to occur on the first business day following the date of a resolution by the Board of Township Trustees, or the filing of an application by an owner or lessee of property.

E. Public Hearing and Notice by Zoning Commission

1. Upon the adoption of a motion of the Township Zoning Commission, the certification of a resolution by the Board of Township Trustees, or the filing of an application by one or more of the owners or lessees of property, the Zoning Commission or Zoning Administrator on behalf of the Zoning Commission shall set a date for a public hearing, which date shall not be less than twenty (20) nor more than forty (40) days from the date of the adoption, certification or filing of an application. In the event that the Lucas County Planning Commission has not returned its report and recommendation, said hearing may be cancelled and rescheduled administratively by the Zoning Administrator.

2. Notice of the hearing of the Zoning Commission shall be given at least ten (10) days before the date of the hearing in accordance with Ohio Rev. Code Section 519.12.

F. Submission to the Lucas County Planning Commission

1. Within five (5) days after the adoption of a motion of the Township Zoning Commission, the certification of a resolution by the Board of Township Trustees, or the filing of an application by one or more of the owners or lessees of property the Zoning Administrator shall transmit a copy of it together with text and maps pertaining to it, to the Lucas County Planning Commission for approval, disapproval or suggestions.

PROCEDURES (cont'd)

2. The Lucas County Planning Commission shall recommend the approval or denial of the proposed amendment or the approval of some modification of it and shall submit its recommendation to the Township Zoning Commission. The recommendation shall be considered at the public hearing held by the Township Zoning Commission on the proposed amendment.

G. Recommendation by the Zoning Commission

1. The Township Zoning Commission, within thirty (30) days after the public hearing, shall recommend the approval or denial of the proposed amendment, or the approval of some modification of it, and submit that recommendation together with the motion, application or resolution involved, the text and map pertaining to the proposed amendment, and the recommendation of the Lucas County Planning Commission to the Board of Township Trustees.

2. The Commission shall keep minutes of its proceedings showing the vote of each member upon each question and shall keep records of its examinations and other official actions, all of which shall be filed in the office of the Commission, and shall be a public record.

H. Public Hearing and Notice by Township Trustees

1. The Board of Township Trustees, upon receipt of the recommendation of the Zoning Commission, shall set a time for a public hearing on the proposed amendment, which date shall not be more than thirty (30) days from the date of receipt.

2. Notice of the hearing of the Board of Township Trustees shall be given at least ten (10) days before the date of the hearing in accordance with Ohio Rev. Code Section 519.12.

I. Action by Board of Township Trustees

1. Within twenty (20) days after its public hearing, the Board of Township Trustees shall either adopt or deny the recommendations of the Township Zoning Commission or adopt some modification of them. If the Board denies or modifies the recommendation of the Township Zoning Commission, a majority vote of the Board shall be required.

a. If the Board of Trustees votes to continue a public hearing to a future date, the hearing remains open for testimony and evidence. The statutory 20-day clock mandated by Ohio Revised Code Section 519.12(H) is triggered only when the final, continued session of the public hearing is formally closed, regardless whether a vote is taken at that time. Within 20 days of that closing date, the Trustees must formally vote to adopt, deny, or modify the proposed text amendment.

PROCEDURES (cont'd)

2. Within five (5) working days after an amendment's effective date, the Board of Township Trustees shall file the text and maps of the amendment in the office of the Lucas County Recorder and with the Lucas County Planning Commission.

Section 15.3 EFFECTIVE DATE AND REFERENDUM

The proposed amendment, if adopted by the Board of Township Trustees, shall become effective in thirty (30) days after the date of its adoption, unless, within thirty (30) days after the adoption, there is presented to the Board of Township Trustees a petition pursuant to Ohio Rev. Code Section 519.12.

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Zoning Amendment Process

