

**Monclova Township Zoning Commission
Regular Meeting
Summary of Discussion**

Monday, January 23, 2017

The duly posted meeting of the Monclova Township Zoning Commission commenced as duly at 6:00 p.m. with the Pledge of Allegiance to the Flag.

Roll Call of Zoning Commission Members:

Present: Dan Grna, Tom Baker, Keith Trettin, and Allen Underwood

Absent: Adam Hoff and Cathy Shepherd

Staff Present: Recording Secretary Kathleen Stewart Kuns and Zoning Administrator Eric Wagner

Vice Chair Dan Grna noted New Business item on the Agenda: 2017 Chair, Vice Chair; called for nominations for 2017 Chair.

Baker moved to nominate Dan Grna as 2017 Chair; seconded by Trettin. Roll Call: Grna, yes; Baker, yes; Trettin, yes; Underwood, yes.

Chair called for nominations for 2017 Vice Chair. Baker moved to nominate Keith Trettin as Vice Chair for 2017. Seconded by Underwood. Roll Call: Grna, yes; Baker, yes; Trettin, yes; Underwood, yes.

Chair noted need to establish 2017 meeting dates and time. Discussion regarding date and time; matching time to other township meeting times. Trettin moved to hold the Monclova Township Zoning Commission meetings on the fourth Monday of every month, as needed, at 5:30 PM. Seconded by Underwood. Roll Call: Grna, yes; Baker, yes; Trettin, yes; Underwood, yes.

It was noted that if Adam Hoff had a conflict with time, for specific meeting the time could be delayed to 6 PM.

Chair called for a motion regarding past meeting minutes. These were previously emailed to Commission members.

Trettin moved, Grna seconded, to dispense with the reading of the minutes and approve the October 24th 2016 minutes as submitted by the Recording Secretary. Roll Call: Grna, yes; Baker, yes; Trettin, yes; Underwood, yes.

Old Business:

None

New Business:

Trettin suggested deadline for Commissioner notifications regarding meeting. Kathleen has due date deadlines for Zoning Administrator and will email status of meeting on that date.

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Baker asked about the possibility of an upcoming meeting. Wagner noted former SACT property at Jerome and Monclova Road will be coming to the Zoning Commission in the near future. Noted part or all of property is in the JEDD I District and Law Director Sanderson is working out details as part of the proposed application will have residential and will require an amendment to the JEDD.

Adjournment:

Baker moved, Trettin seconded, to adjourn. Roll Call: Grna, yes; Baker, yes; Trettin, yes; Underwood, yes.

Submitted:

Kathleen Stewart Kuns
Support Staff/Recording Secretary

Accepted:

Daniel Grna, Chair

Keith W. Trettin, Vice Chair

Adam Hoff

Thomas B. Baker

Allen Underwood

Cathy A. Shepherd, Alternate

Roll calls taken in random order. Official minutes will display signatures. This meeting was electronically recorded. Audio is available at monclovatwp.org during that same calendar year. Also on file in the Office of the Fiscal Officer in accordance with the township's Records Retention Schedule.