



City of Mentor-on-the-Lake

5860 Andrews Road, Mentor-on-the-Lake, OH 44060-2827

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www.CityMOL.org

The regular meeting of the Board of Zoning Appeals for the City of Mentor on the Lake, Ohio was called to order by Mr. May on January 18, 2021 at 7:03 p.m. in the Community Room of City Hall, 5860 Andrews Road.

ROLL CALL:

Al Buescher - online
Ed May
Ray Gieling
Mike Sweeney
Kevin Bittner, Council Representative

ELECTION OF OFFICERS:

Al Buescher – Chair
Ed May – Co-Chair

Mr. Sweeney – Approve
Mr. Gieling – Seconds Approval

Mr. Buescher – Aye
Mr. May – Aye
Mr. Gieling – Aye
Mr. Sweeney – Aye
Mr. Bittner – Aye

APPROVAL OF MINUTES:

January 18, 2021

Mr. Sweeney – Approve
Mr. Gieling – Seconds Approval

Mr. Buescher – Aye
Mr. May – Aye
Mr. Gieling – Aye
Mr. Sweeney – Aye
Mr. Bittner – Aye

NEW BUSINESS:

The commission reviewed the Board of Zoning Appeals Rules.

Mr. Buescher presented a suggestion for the section “Request for Variances, Payment of Fees and Legal Ads”. Mr. Buescher submits the change to state: *The Zoning Inspector shall provide the necessary zoning information citing each ordinance(s) presenting customary approval of the application for a zoning permit, along with specific information required by the Board of Zoning Appeals to consider an applicant’s request for a variance(s) to such ordinance.*

Mr. Moore states that when he receives a zoning permit that he has to deny, he fills out the reason for the denial along with the ordinance that it effects on the permit application.

Ms. Hathaway says that the applicant’s responsibility, when presenting their request to the commission, is to be prepared with documentation and ordinance information that would help to support their request. Ms. Hathaway also states that she will make sure that the letter of attendance letter states to the applicant that they are responsible for providing all necessary information including supporting documentation and ordinance(s).

Mr. May suggests that the neighboring properties of those surrounding the applicant who is presenting a variance should be notified to allow them to speak for or against the variance request.

MOTION: To notify neighboring properties of variance request being presented to the Board of Zoning Appeals.

Mr. Buescher – Aye
Mr. May – Aye
Mr. Gieling – Nay
Mr. Sweeney – Nay
Mr. Bittner – Aye

This update will be added to the section, “Notification to Those Requesting Hearing on Variance” on page 2 of the BZA rules.

MOTION: To use the parcel number instead of the sub lot number when identifying the lot in question of the variance request.

Mr. Buescher – Approve
Mr. May – Seconds Approval

Mr. Buescher – Aye
Mr. May – Aye
Mr. Gieling – Aye
Mr. Sweeney – Aye
Mr. Bittner – Aye

MOTION: To avoid lengthy carryover of meeting minutes, a follow up meeting to approve the minutes will be held the following month, even if there are no agenda items. At least one chair person must be present in person to sign the minutes. All other commission members may attend the meeting virtually.

Mr. Gieling – Approve
Mr. Buescher – Seconds Approval

Mr. Buescher – Aye
Mr. May – Aye
Mr. Gieling – Aye
Mr. Sweeney – Aye
Mr. Bittner – Aye

REPORTS:

Council Representative Council has decided that Desirae Thompson will remain as Council President and Jim Lunder will remain as Vice President.

Mayor Mentor on the Lake has received a grant from NOPEC for the amount of \$18,000 to be used for energy efficient projects.

Bill Logan of our Communications Department will be retiring this year.

MOTION TO ADJOURN @ 7:33 P.M.: Mr. Sweeney – Approve
Mr. Gieling – Seconds Approval

Mr. Buescher – Aye
Mr. May – Aye
Mr. Gieling – Aye
Mr. Sweeney – Aye
Mr. Bittner – Aye

APPROVED

_____ Date

_____ Chairman

ATTEST

_____ Board of Zoning Appeals Clerk