

Northfield Center Township Board of Trustees

9546 Brandywine Rd. Northfield Center Township, Ohio 44067

Phone (330) 467-7646

Fax (330) 650-0815

www.northfieldcenter.com

FISCAL OFFICER

TRUSTEES

ADMINISTRATOR

Andy LaGuardia

Richard H. Reville, Chair

Helen J. Humphrys

Russell F. Mazzola, Vice-Chair

Paul G. Buescher, Trustee

NOTICE & AGENDA MAY 3, 2021 7:00 P.M.

The public was notified of this Webex meeting by Facebook, Twitter, Community Focus, an e-mail Sunshine Law Notice to the Meeting Notification List, information placed on the Township's website, and the electronic sign. The COVID-19 relief legislation included language regarding open meeting laws. For the duration of the state of emergency, state boards, commissions, local and county governments, and higher education boards are permitted to operate meetings electronically, if the public is aware and can participate electronically. **The access information to this meeting is as follows:**

Join from the meeting link

<https://townadministrator.my.webex.com/townadministrator.my/j.php?MTID=m44d830fd99235750dc3a4d3e99d170aa>

Join by meeting number

Meeting number (access code): 163 109 0482

Meeting password: TFjhzhDK344 (83549435 from phones)

Tap to join from a mobile device (attendees only)

[+1-650-215-5226](tel:+1-650-215-5226), [1631090482#83549435#](tel:+1-650-215-5226) United States
Toll

[+1-631-267-4890](tel:+1-631-267-4890), [1631090482#83549435#](tel:+1-631-267-4890) USA Toll 2

Some mobile devices may ask attendees to enter a numeric password.

Join by phone

+1-650-215-5226 United States Toll

+1-631-267-4890 USA Toll 2

Global call-in numbers

THE CHAIR CALLS THE MEETING TO ORDER AT _____ P.M.

Roll Call: Paul G. Buescher _____; Russel F. Mazzola _____; Richard H. Reville _____.

PRESENTATION- Infinity Construction Stakeholders Meeting

DEPARTMENT HEAD REPORTS

- Sheriff
- Fire Chief
- Service Department
- Zoning Inspector Report
- County Engineer
- Township Administrator

COMMITTEE REPORTS

- Communications
- Parks and Recreation
- Safety Services
- Stormwater Management

PUBLIC COMMENTS – Comments will be limited to Township residents and must relate to the items included in this Agenda.

MOTIONS/RESOLUTIONS

Consent Agenda

All matters under the Consent Agenda area considered by the Board of Trustees to be routine and will be enacted by one motion. Any Trustee may remove an item from the Consent Agenda by request. No second is required for removal of an item. Items removed for separate discussion will be considered after the motion to approve the Consent Agenda.

Organizational Items:

1. The Chair requests a Motion to approve/or dispense with the reading of the minutes of the Trustees Regular Meeting of April 5, 2021, the Trustees Special 5:30 p.m. Meeting on April 19, 2021.
2. The Chair requests a Motion to authorize the Fiscal Officer to draw current warrants/vouchers totaling \$_____ to meet current expenditures.
3. The Chair requests a Motion to acknowledge receipt of the Bank Reconciliations for the month of April 2021, received May 3, 2021.

The Chair requests a motion to approve all items on the consent agenda.

_____moves; _____seconds.

Roll Call: Paul G. Buescher _____; Russel F. Mazzola _____; Richard H. Reville _____.

The Chair requests Resolution 21/05-03__ to: Apply for a 2021 Community Development Block Grant (75/25 share) for the Roof and Gutter Repairs in the Amount of \$33,750.00. Total cost of project estimated at \$45,000.00.

_____moves; _____seconds.

Roll Call: Paul G. Buescher _____; Russel F. Mazzola _____; Richard H. Reville _____.

The Chair requests Resolution 21/05-03__to: Apply for NOPEC’s Energized Grant in the Amount of \$3,105.00 to be Used Toward the Cost of an HVAC System for the Town Hall and That a Blanket Purchase Order be Drawn on General Fund Account No. 01-B-07 Repairs.

_____ moves; _____ seconds.
Roll Call: Paul G. Buescher _____; Russel F. Mazzola _____; Richard H. Reville _____.

The Chair requests Resolution 21/05-03 ___ to: Adopt the 2021 Zoning Schedule of Fees and Bonds.

_____ moves; _____ seconds.
Roll Call: Paul G. Buescher _____; Russel F. Mazzola _____; Richard H. Reville _____.

The Chair requests Resolution 21/05-03 ___ to: Authorize the Northfield Center Township Zoning Resolution to be Published with All Text Amendments Approved Through December 2020 and to Include as an Appendix the 2021 Zoning Schedule of Fees and Bonds.

_____ moves; _____ seconds.
Roll Call: Paul G. Buescher _____; Russel F. Mazzola _____; Richard H. Reville _____.

The Chair requests Resolution 21/05-03 ___ to: Order the Abatement of a Nuisance Property Located at 9097 Pleasantview Drive.

_____ moves; _____ seconds.
Roll Call: Paul G. Buescher _____; Russel F. Mazzola _____; Richard H. Reville _____.

FISCAL OFFICER REPORTS AND COMMENTS

TRUSTEES REPORTS AND COMMENTS

THE CHAIR REQUESTS A MOTION FOR ADJOURNMENT

_____ moves; _____ seconds.
Roll Call: Paul G. Buescher _____; Russel F. Mazzola _____; Richard H. Reville _____.

The meeting adjourned at _____ p.m.

NORTHFIELD CENTER TOWNSHIP BOARD OF TRUSTEES

9546 Brandywine Rd., Northfield Center OH 44067

Resolution 21/05-03__

**A RESOLUTION TO APPLY FOR A 2021 SUMMIT COUNTY COMMUNITY
DEVELOPMENT BLOCK GRANT (75/25 SHARE) IN THE AMOUNT
OF \$33,750 AND TO TRANSFER MONIES ACCORDINGLY**

WHEREAS the Northfield Center Township Board of Trustees wish to participate in the Summit County Community Block Grant Program for Roof and Gutter Repairs to the Town Hall; and,

WHEREAS the estimated cost to repair the roof and gutters is \$45,000; and

WHEREAS grant request would be \$33,750 which is 75% of the estimated \$45,000.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Northfield Center Township to authorize the following:

SECTION 1. To submit an application to the Summit County Community Block Grant program for 2021,

SECTION 2. That \$45,000 be transferred from Miscellaneous Inheritance Tax Fund Account No. 14-A-08 Other Expenses to Miscellaneous Inheritance Tax Fund Account No. 14-A-06 Repairs.

Section 3. That a Blanket Purchase Order be drafted in the amount of \$45,000 to be charged against Miscellaneous Fund Account No. 14-A-06 Repairs.

SECTION 3. That it is found and determined that all formal actions of the Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board and that all deliberations of the Board and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with law.

Resolved May 3, 2021

Richard H. Reville, Chair

Russell F. Mazzola, Vice-Chair

Paul G. Buescher, Trustee

I hereby Certify that the above is a true and correct transcript of the Resolution as adopted by the Board of Trustees of Northfield Center Township, Summit County, Ohio, on the 3rd day of May 2021.

Andy LaGuardia, Fiscal Officer

NORTHFIELD CENTER TOWNSHIP BOARD OF TRUSTEES
9546 Brandywine Rd., Northfield Center OH 44067
Resolution 21/05-03__

**A RESOLUTION TO APPLY NOPEC'S 2021 ENERGIZED GRANT TOWARD
THE REPLACEMENT OR REPAIR OF THE TOWN HALL'S HVAC SYSTEM
IN THE AMOUNT OF \$3,105.00 AND TO TRANSFER MONIES ACCORDINGLY**

WHEREAS the Northfield Center Township Board of Trustees received notice the Township was the recipient of an energized grant in the amount of \$3,105.00; and

WHEREAS the Town Hall heating and air conditioning system needs replacement or repair.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Northfield Center Township to authorize the following: Account

SECTION 1. To solicit quotes for the replacement or repair of the heating and air conditioning system for the Northfield Center Town Hall.

Section 2. That a Blanket Purchase Order be drafted in the amount of \$3,105 to be charged against General Fund Account No. 01-B-07 Repairs.

SECTION 3. That it is found and determined that all formal actions of the Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board and that all deliberations of the Board and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with law.

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**NORTHFIELD CENTER TOWNSHIP BOARD OF TRUSTEES
9546 Brandywine Rd., Northfield Center OH 44067**

Resolution 21/05-03__

A RESOLUTION TO ADOPT THE 2021 ZONING SCHEDULE OF FEES AND BONDS

WHEREAS the Northfield Center Township Board of Trustees review the schedule of zoning fees from time to time; and

WHEREAS a review by the Zoning Inspector and Trustee Zoning Liaison Richard Reville that the following fees were consistent with area community fees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Northfield Center Township to authorize the following:

SECTION 1. That the attached fees be effective immediately upon adoption.

SECTION 2. That the schedule of fees be posted on the township's website and included as an appendix to the Northfield Center Township Zoning Resolution.

SECTION 3. That it is found and determined that all formal actions of the Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board and that all deliberations of the Board and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with law.

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Andy LaGuardia, Fiscal Officer



Northfield Center Township

Schedule of Fees and Bonds
(Trustee Resolution No.)

Permit Fees

Permit Fee Type	Amount
Accessory Building Up to 144 square feet	\$30.00
145 to 450 square feet	\$50.00
450 to 1000 square feet	\$75.00
1001+ square feet	\$100.00
Canopy, Car Port Structures (200 square foot max)	\$50.00
Decks, Patio's, Gazebo's, Pergola's	\$30.00
Certificate of Zoning Compliance (Change of Use-Commercial)	\$500.00
New Commercial/Industrial Building Up to 5,000 square feet	\$2,500.00
5,001 square feet and above	\$2,500.00 plus \$5.00 per 100 square feet over 5,000 square feet
Driveway Culvert	\$500.00
Driveway (New and Reconstructed)	\$50.00
Fence (including living fences)	\$100.00
Fire Inspection Fee, Commercial	\$100.00
Garage (under 960 square feet)	\$100.00
(over 960 square feet)	\$150.00
Pool	\$25.00
Additions Residential	\$50.00
Commercial	\$100.00
New Residential Home (Construction Permit)	\$2,500.00 per unit
Road Opening and Right of Way Disturbance on Township Roads Residential	\$75.00 permit fee (See bond fees, below, for additional information.)

Commercial	\$200.00 permit fee (See bond fees, below, for additional information.)
Short-Term Rental (e.g. Air BNBs)	\$150.00/year
Signs Advertising business or service on Commercial zoned premises Less than 20 square feet 21 square feet and above Directional (2 max) Temporary Subdivision or Commercial Real Estate Permanent Subdivision/Development Temporary Commercial	 \$25.00 \$50.00 \$25.00 \$100.00 plus \$150 security deposit (refunded if removed) \$250.00 \$50.00 plus \$150.00 security deposit (refunded if removed at expiration of permit)
Storage Containers (e.g. PODS, Dumpsters)	\$10 plus \$25 Refundable Bond
Telecommunications Pole (Small Cell)	\$250 plus Road Opening and Right of Way Disturbance Bond AND a Restoration Bond

*Please Note: Political and school events are exempt from the permit application and fee process.

Public Hearing Fees

Board of Zoning Appeals** Appeals/ Variances Conditional Zoning Certificate/ Variances	\$150 for residential districts \$500 for all other districts
Zoning Commission** Text Amendment Changes Zoning Amendment Changes	\$150 for residential districts \$500 for all other districts

**Any additional fees shall be billed after the final hearing for the following items: legal, legal ads, related per diems, postage, secretary's wages, etc.

Bond Fees

Cemetery Performance Bond Up to 40 acres Each additional 10 acres beyond initial 40	\$25,000 \$5,000
Oil or Gas Drilling or Mining	Surety Bond of \$20,000 on each ingress or egress on Township road, held for one (1) year.
Performance Bonds or Other Financial Guarantees	

Residential new home construction	A cash bond of \$2,000 is required for new residential buildings and new or reconstructed driveways.
Commercial new building construction	A cash bond of \$5000 is required for new commercial buildings and new parking lots.
Restoration Bond New Developments	\$2,500/acre, with a minimum fee of \$25,000
Road Opening/Right of Way Disturbance	\$.45/foot (held for one year)
Road Bond	\$25,000 to ensure protection of existing Township roads during subdivision construction
Road Opening and Right of Way Disturbance Opening of 100 feet or less	\$2,500 for drilled, dug or cut road opening within the road right-of-way dimensions. An additional \$2,500 bond for each additional 100 feet of road to be opened (Max bond of \$250,000) All restorations must be approved by the Township Service Director prior to bond being refunded
Opening larger than 100 feet	

Document Copying

Public Records Requests-Hardcopies	\$.10/page
Zoning Resolution (All Pages)	\$75.00

NORTHFIELD CENTER TOWNSHIP

9546 Brandywine Road
Northfield Center, Ohio 44067
330-467-7646

To: Northfield Center Township Trustees
From: Northfield Center Township Zoning Commission
Date: April 12, 2021
RE: Updated/Amended Zoning Resolution

Dear Trustees,

The Zoning Commission has spent the last few years updating/amending the Zoning Resolution. All these amendments have been previously reviewed/discussed at Public Hearings held by the Trustees and later approved by the Trustees at Regular Meetings.

At the present time there are numerous Zoning Resolution books, all with some changes or no changes. To avoid confusion, we respectfully request that a new Zoning Resolution book be published, and all outdated copies be destroyed.

The new zoning map that we just received from Summit County has 2 small errors on it. This map can be incorporated into the Zoning Resolution book, with errors noted until a replacement map can be acquired from Summit County.

The Schedule of Fees that you are working on can also be added to the Zoning Resolution when it is ready to be published.

If any resident wishes to discuss the changes made to the Zoning Resolution and how they were made, we would be happy to have a couple of our members meet with those residents at a time convenient to all.

Sincerely,

The Northfield Center Township Zoning Commission

John Campbell, Chair

**NORTHFIELD CENTER TOWNSHIP BOARD OF TRUSTEES
9546 Brandywine Rd., Northfield Center OH 44067**

Resolution 21/05-03__

**A RESOLUTION TO AUTHORIZE THE NORTHFIELD CENTER TOWNSHIP ZONING RESOLUTION
TO BE PUBLISHED WITH ALL TEXT AMENDMENTS APPROVED THROUGH DECEMBER 2020
AND TO INCLUDE AS AN APPENDIX THE 2021 ZONING SCHEDULE OF FEES AND BONDS**

WHEREAS the Northfield Center Township Zoning Commission has reviewed all the updates up December 2020 and have submitted a letter to the Northfield Center Township Board of Trustees requesting the Resolution be printed.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Northfield Center Township to authorize the following:

SECTION 1. That the Northfield Center Township Zoning Resolution be published as requested.

SECTION 2. That the schedule of Zoning Fees and Bonds be included as an Appendix to the Northfield Center Township Zoning Resolution.

SECTION 3. That it is found and determined that all formal actions of the Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board and that all deliberations of the Board and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with law.

Resolved May 3, 2021

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Russell F. Mazzola, Vice-Chair

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Andy LaGuardia, Fiscal Officer

**NORTHFIELD CENTER TOWNSHIP BOARD OF TRUSTEES
9546 Brandywine Rd., Northfield Center OH 44067**

Resolution 21/05-03__

**A RESOLUTION TO ORDER THE ABATEMENT OF
THE NUISANCE AT 9097 PLEASANTVIEW DRIVE**

WHEREAS the Northfield Center Township Zoning Inspector repeatedly issued notices of zoning violations under Northfield Center Township's Property Maintenance Code at 9097 Pleasantview Drive with no response from the landowner; and

WHEREAS these violations consist of dead and damaged trees along Skylane Drive, that poses a safety hazard if they should fall across the roadway, rank vegetation, and siding coming off the house.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Northfield Center Township to authorize the following:

SECTION 1. That the Northfield Center Township Zoning Inspector send the file on 9097 Pleasantview Drive to Raymond J. Hartsough, Assistant Prosecuting Attorney to begin proceedings pursuant to the Northfield Center Township Property Maintenance Code.

SECTION 2. To retain the services of an arborist to determine the condition of the trees in question with a Blanket Purchase Order to be drawn on General Fund Zoning Account No. 01-J-03 Other Expenses not to exceed \$500.

SECTION 3. That it is found and determined that all formal actions of the Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board and that all deliberations of the Board and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with law.

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