MEDINA COUNTY DEPARTMENT OF PLANNING SERVICES

144 North Broadway Street • Suite 113 • Medina, Ohio 44256
Phone: 330-722-9293 • **Toll Free:** 844-722-3800
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MEDINA COUNTY PLANNING COMMISSION
MEETING MINUTES
WEDNESDAY, SEPTEMBER 3, 2025, 6:30 P.M.

Guests:
Thomas DeCastra, Brunswick Hills Township Zoning Chair
Sheri Meinke, Chatham Township Zoning Inspector
Gail Miller, Chatham Township Zoning Secretary

MCDPS Staff:
Cheryl Heinly, Administrative Assistant
Jeff Kassouf, Planner
Denise Testa, Director

Board President Jeff Brandon called the meeting to order at 6:30 p.m.

I. ROLL CALL

MCPC Members:
Sally Albrecht
Jeff Brandon
David Gilson
Chuck Johnson
Pat Ryan
Chet Simmons
Tom Stugmyer

MCPC Alternates:
Cindy Engleman (alternate for Colleen Swedyk)
Adam Esker (alternate for Steve Hambley)

II. MINUTES

Board President Brandon asked if there were any questions or comments on the August 6, 2025, minutes. There were none.

Board Member Ryan moved to approve the August 6, 2025 minutes as presented. Board Member Simmons seconded the motion. All members voted AYE and the motion was approved.

III. CORRESPONDENCE

There were no items for Correspondence.

IV. CONSENT CALENDAR

There were no items on Consent Calendar.

V. OLD BUSINESS

There were no items on Old Business.

VI. NEW BUSINESS

a. **Homer Township Text Amendment**, 042-2025 TA

Ms. Testa presented the above staff report to the Commission. She handed out an addendum as the zoning resolution on the township website was out of date.

Discussion:

Board President Brandon asked if there were any comments or questions.

Board President Brandon asked if they have any commercial property. Ms. Testa said no, but they do have a business district. When she was driving through the township she noticed that there is quite a few parcels that are for sale, up to 16 acres, which she found interesting. She thought that some of the farming community are looking to potentially divide or split some of their land even though the community supports farming, but she saw at least five parcels that were for sale with 16 acres. Board President Brandon shared that under the conditionally permissible uses, they have lumber yard in conjunction with a sawmill, coal, and coke yards. Director Testa said they do have access to some public water in certain areas, but there is no public sewer in the entire township. That probably drives the lack of commercial development, industrial and manufacturing.

Board Member Ryan said she did not get a chance to read their code online so if she missed something, just let her know. She asked if the minimum lot width to the building line or was that at the building line or was that at the right-of-way. Ms. Testa believed it was the right-of-way. Board Member Ryan wondered if the curved street where you could have an angle cul-de-sac or curved street is also at the right-of-way. Ms. Testa thought yes. Board Member Ryan said that would make the lot much larger. Director Testa said that was the township's intent. Secondly, Board Member Ryan said if a single family, under the conditional is converted to a dual family, she knew there is a requirement area square footage for a house. She asked if it was the same for a 2,000 square foot home, making it a two 1,000 square foot home. Ms. Testa thought this was converted as an additional structure and must have a common foundation and thought they were allowing them to build onto the existing structure. Board Member Ryan verified that it was to meet the minimum requirements. Director Testa said that it was

correct, they would still need to meet the minimum requirement for each unit. Board Member Ryan said thirdly, in the R-1 district on the map description since it is all by parcel number she questioned what happens if and when those parcels split and the parcel numbers disappear. Ms. Testa mentioned that as well, but there will be a historical kind of parcel number and if there is ever a question, they can go back to tax maps and recapture that. Board Member Ryan suggested that adding a map associated with those parcel numbers might help. Director Testa said the township map is associated with those parcel numbers and they did not think that having the owner's names in there was right. But she reiterated the map reflects what they are describing in the township resolution.

Board Member Stugmyer moved to approve the staff recommendation of Approval with Modifications for the Homer Township Text Amendment and replacing the original staff report with the addendum that was presented this evening. Board Member Esker seconded the motion. All members voted AYE and the motion was approved.

b. **Brunswick Hills Township Map Amendment**, 056-2025 MA

Mr. Kassouf presented the above staff report to the Commission.

Discussion:

Board President Brandon asked if there were any comments or questions.

Mr. Kassouf asked if there was anyone present from Brunswick Hills township. Thomas DeCastra, zoning commission chair said he could answer any questions. Mr. Kassouf said during his review some items in the zoning resolution were referencing the old comprehensive plan. He thought even the R-1 residential district section 403 might have been referencing at the end regarding the suburban style development set forth in the comprehensive land use plan. There was one other section which referred to explicitly preserving open space and basically talking about the development pattern. He noticed that there was no language in the comprehensive plan particularly section six, which seemed to be the specific section that was cited in the zoning resolution. He felt there might need to be addition text amendments for section six.

Mr. Kassouf also commented that he sees a future land use study or component going off it regarding the comprehensive land use plan when it was updated to include the 2010 census information. He added that if the township needed any help, GIS or otherwise, planning staff is available and willing to meet with them.

Board President Brandon questioned how long ago the comprehensive plan was updated. Thomas DeCastra, Brunswick Hills zoning commission chair said in 2005. Mr. Kassouf thought there was an update as they added the 2010 census and it seems that some items might have been removed, and it makes sense because it was probably out of date information.

Thomas DeCastra said mostly across the street is First Energy owned land. He stated the county is installing a new water tower right across the street from them so it is a semi commercial corridor and they are unfortunately landlocked. The only way they can build on the land is actually converting it to another district because the golf course owns all the land behind them and they cannot actually build a house even if they were an R-R. He understood that this really is the only option that they have to do any type of development on the property. He spoke to the I-1 property being pretty much owned by FirstEnergy. Mr. DeCastra then informed them regarding the trucking company, two substations and the township has their service district there along with the new water tower that will be going up. Just north of the property is the other water tower and it is surrounded by the golf course and the land just south of it is owned by the township. Board President Brandon questioned if the water tower was in the C-2 zoning. Mr. Kassouf answered yes and it can be seen on the satellite picture from the staff report (and PowerPoint). Mr. DeCastra thought they presented a very nice development plan as a first draft and he thought that five houses is what they are planning.

Board Member Engleman moved to approve the staff recommendation of Approval for the Brunswick Hills Map Amendment. Board Member Ryan seconded the motion. All members voted AYE and the motion was approved.

c. **Chatham Township Text Amendment**, 058-2025 TA

Ms. Testa presented the above staff report to the Commission.

Discussion:

Board President Brandon asked if there were any comments or questions.

Sherri Meinke, Zoning Inspector, said she was good with the staff comments. She also introduced Gail Miller, zoning secretary. Ms. Miller said she was good with the staff report as well.

Board Member Simmons moved to approve the staff recommendation of Approval with Modifications for the Chatham Township Text Amendment. Board Member Gilson seconded the motion. All members voted AYE and the motion was approved.

VII. PLANNING DIRECTOR'S REPORT

Planning Director Denise Testa handed out the draft 2026 Concept plan and Planning Commission meeting schedules.

The proposed development agreement and subdivision regulations RFQ (request for qualifications) is still in the works. The legal notice was published a couple weeks ago, and there is currently, as of Tuesday, 14 firms that have downloaded the RFQ on the plan holder website. She said they are fairly optimistic that they will receive some proposals which are due on September 26.

She also reported that she is continuing to meet with the local townships, villages, and cities. This month, she is meeting with Westfield, Lafayette, Montville, and Wadsworth Townships, which puts them about halfway done for next month. Director Testa also reported that a concept plan for Westport Cove in Medina Township, which Jeff will be reviewing. And then the October meeting, staff have the map amendment from Lafayette Township.

Ms. Testa said the CDBG projects, the Lodi sidewalk and Brunswick Street projects are complete and Cheryl has been doing a great job working on the prevailing wages. Director Testa will be working with the Battered women's shelter as well as Senior and Adult Services to spend down those funds over the next year. She said they also went out to bid this week for the Wadsworth sidewalk replacement and the project is about a $190,000 estimation.

The next zoning inspector networking community, ZINC meeting is scheduled for September 25 and Ms. Testa will be sending the zoning inspectors some information regarding the zoning notification email proposal that was presented by the building department. Ms. Testa said they are going to identify communities that are interested in participating in that email notification system. She shared that they are going to test it prior to our September 25 meeting, followed by training in October. She said it is the idea that they are aligning the building permits with the zoning permits, and they are communicating on a regular basis with the townships, and the townships are communicating on a regular basis with the building department. Ms. Testa also talked about zoning form templates. Some of the zoning inspectors are interested in seeing some templates and exploring new opportunities.

In conclusion, Director Testa updated the Board on the fairgrounds survey and so far they have received more than 770 responses. They concluded their focus groups last week and they have one more, the community leaders focus group.

VIII. PUBLIC PARTICIPATION

There was no Public Participation.

IX. OTHER BUSINESS

There was no Other Business.

X. ADJOURNMENT

Board President Brandon reminded everyone that the next meeting is October 1.

There being no further business to discuss, Board President Brandon adjourned the meeting at 7:00 p.m.

Jeff Brandon, President

Cheryl Heinly, Administrative Assistant

Attachments: 2026 Concept Plan and Planning Commission meeting agendas
Homer Township Addendum

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Medina County Planning Commission Meeting Schedule 2026

In order to serve our community outlined in the Medina County Subdivision Regulations approved by the Medina County Planning Commission (MCPC) and adopted by the Board of Medina County Commissioners, all required materials for text and map amendments and major subdivisions should be submitted by the filing deadlines listed below. The MCPC meetings are scheduled on the first Wednesday each month beginning at 6:30 p.m.

We encourage applicants to meet with the Department of Planning Services and Fair Housing in order to discuss their materials prior to submission. For questions or to schedule an appointment, please contact Denise Testa, director, at (330)722-9291 or (330)388-9780.

MEETING DATES	FILING DEADLINE – 4:30 p.m. EST
Wednesday, January 7, 2026	Monday, December 1, 2025
Wednesday, February 4, 2026	Monday, January 5, 2026
Wednesday, March 4, 2026	Monday, February 2, 2026
Wednesday, April 1, 2026	Monday, March 2, 2026
Wednesday, May 6, 2026	Monday, March 30, 2026
Wednesday, June 3, 2026	Monday, May 4, 2026
Wednesday, July 1, 2026	Monday, June 1, 2026
Wednesday, August 5, 2026	Monday, June 29, 2026
Wednesday, September 2, 2026	Monday, August 3, 2026
Wednesday, October 7, 2026	Monday, August 31, 2026
Wednesday, November 4, 2026	Monday, October 5, 2026
Wednesday, December 2, 2026	Monday, November 2, 2026
Wednesday, January 6, 2027	Monday, November 30, 2026

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Medina County Concept Plan Meeting Schedule
2026

In order to serve our community outlined in the Medina County Subdivision Regulations approved by the Medina County Planning Commission (MCPC) and adopted by the Board of Medina County Commissioners, all required materials for Concept Plans should be submitted by the filing deadlines listed below. The Concept Plan meetings are scheduled the third Wednesday each month beginning at 9 a.m.

We encourage applicants to meet with the Department of Planning Services and Fair Housing in order to discuss their materials prior to submission. For questions or to schedule an appointment, please contact Denise Testa, director, at (330)722-9291 or (330)388-9780.

MEETING DATES	FILING DEADLINE – 4:30 pm EST
Wednesday, January 21, 2026	Monday, December 29, 2025
Wednesday, February 18, 2026	Wednesday, January 28, 2026
Wednesday, March 18, 2026	Wednesday, February 25, 2026
Wednesday, April 15, 2026	Wednesday, March 25, 2026
Wednesday, May 20, 2026	Wednesday, April 29, 2026
Thursday, June 17, 2026	Wednesday, May 27, 2026
Wednesday, July 15, 2026	Wednesday, June 24, 2026
Wednesday, August 19, 2026	Wednesday, July 29, 2026
Wednesday, September 16, 2026	Wednesday, August 26, 2026
Wednesday, October 21, 2026	Wednesday, September 23, 2026
Wednesday, November 18, 2026	Wednesday, October 28, 2026
Wednesday, December 16, 2026	Tuesday, November 24, 2026
Wednesday, January 20, 2027	Wednesday, December 23, 2026

App. No. 042-2025-TA

Zoning Text Amendment

Homer Township

Meeting:	September 3, 2025	
Applicant:	Homer Township Zoning Commission (ZC)	
Hearing:	TBD	
Amendments:	Section 401-3.M.	R-2 Conditionally Permissible Uses
	Section 401-5.E-9	R-2 Open Space Community
	Section 402-2.A	R-1 Permitted Uses
	Section 402-4.A.	R-1 Area and Height Regulations
	Section 402-4.B	R-1 Area and Height Regulations
	Section 402-4.C	R-1 Area and Height Regulations
	Section 402-4.E	R-1 Area and Height Regulations
	Section 402-4.G	R-1 Area and Height Regulations
	Section 802	Regulations Pertaining to Conditionally Permissible Uses
	Appendix B	Zoning Districts Map Text
Reviewer:	Denise Testa	
Recommendation:	**APPROVE WITH MODIFICATIONS**	

ADDENDUM

The Township informed staff that the Zoning Resolution posted on the Township website is not accurate. This addendum is reviewing the text amendment based on the correct zoning resolution.

Proposal: Mary Cuchna, Homer Township Zoning Secretary, in an email dated June 15, 2025, requested a review of proposed revisions to several sections of the Homer Township Zoning Resolution.

Township amendments are shown in **red,** new text is **underlined** and deleted text is shown in ~~**strikeout.**~~ DPS staff comments are shown in black with ***bold and italics***.

Staff met with representatives from Homer Township to discuss the proposed text amendments. Future residential development and its effect on the farming community is a point of concern for the Township. The Homer Township community places a high priority on protecting productive farmland as a critical resource for food production, open space, and rural character.

ARTICLE IV: USE, AREA, HEIGHT REGLUATIONS

Section 401-1 R-2 Residential District

This district is composed of land being used for residential use, agricultural activities, open recreational uses, and other open land uses, and is adjacent to the urban areas. Sub-marginal lands having no principal use also are included in this district.

Nothing contained in this Zoning Resolution shall prohibit the use of any land for agricultural purposes, or the construction or use of buildings or structures incident to the use for agricultural purposes of the land upon which said buildings or structures are located, and no zoning certificate fee shall be charged for such use, building, or structure.

Section 401-3 – Conditionally Permissible Uses

M. Lumber yard, **only in conjunction with a sawmill,** coal and coke yards subject to Subsections 104 and 107.

SECTION 401-5 OPEN SPACE COMMUNITY

A. Introduction

Large lot zoning, established to preserve rural character or as a means to reduce population density has absorbed land at an accelerated rate without the desired benefits, such as economy of layout, convenience of access to town roads, improved visual quality, or permanent preservation of rapidly diminishing open space and agricultural lands.

The 1995 update to the Homer Township Comprehensive Plan identified the need to use more efficient methods of developing land to avoid negative environmental impacts. This need suggests expectations of higher development quality and places more demanding responsibility on land use decision makers. Grouping of residential development, where appropriate, provides an alternative to creatively preserve open space, accommodate growth and, at the same time, preserve the open rural and agricultural appearance of Homer Township. This process encourages the concentration or grouping of buildings on those areas of a site that are best suited for development, while requiring that the remaining land be permanently retained as common open space, or permanently restricted to agricultural land usage.

Section 401-5-E-9

~~Residences are limited to single family detached dwellings.~~
Limited to single-family residential structures.

Section 402 – R-1 Low Density Residential District

Section 402-1 – Purpose
The purpose of this district is to accommodate residential development at a low-density that will promote the continuation of the predominately rural residential character of Homer Township. This district is to provide for development in areas which are not adaptable for agricultural use due to the physical limitations imposed by roads and railroads, specifically areas south of Simcox Road between Pawnee Road and River Corners Road, and the area between Ohio Route 224 and the CSX Railroad from the westerly boundary **of ~~properties presently owned by Robert D. and Barbara Worden and by Richard and Yin Tze Courey to Simcox Road.~~ parcel number 019-13B-45-003 and parcel # 019-13B-39-004 east to the easterly boundary**

of parcel # 019-13B-46-007 at River Corners Rd., and from the westerly boundary of parcel #019-13B-40-012 east to the east boundary of parcel # 019-13B-41-00 at Pawnee Rd. In addition, the district provides reasonable residential development controls for expansion and development within ~~the village of Homerville~~ **Homer Township** as reflected in the Homer Township Comprehensive Plan.

Section 402-2-A – Permitted Uses

A. ~~One and two family residential uses~~ **Single-family residences**

Section 402-4 – Area and Height Regulations

Lots shall be laid out with side lot lines perpendicular to the road right-of-way except when curvature of the road or unique physical conditions of the land makes this impossible. This requirement shall not be interpreted to discourage the development of curved streets going with the natural land contour.

A. ~~*Minimum Lot Area*~~

~~*Single-family residence: Two (2) acres*~~
~~Two-family residence: Four (4) acres~~

Minimum Lot Area Two (2) acres

B. Minimum Lot Frontage

Lot frontage at the road right-of-way shall be one hundred seventy-five (175) feet for a single-family residence~~. and three hundred fifty (350) feet for a two-family residence except when said lot fronts on a cul-de-sac, small loop street or similar road curvature, the required width shall be twenty-five (25) feet and fifty (50) feet respectively.~~

C. ~~Minimum Lot Width~~

~~Single residence: One-hundred seventy-five (175) feet~~
~~Two-family residence: Three-hundred fifty (350) feet~~

Minimum Lot Width One-hundred seventy-five (175) feet

When side lot lines are required to be laid out on an angle rather than perpendicular to the road right-of-way, the lot width shall be measured as nearly perpendicular to the side lot line as possible.

D. Minimum Front Yard Depth from Street Right-of-way

Fifty (50) feet for structures fronting township and county roads.
Eighty (80) feet for structures fronting state highways.
If there is no established right-of-way side line for any road or street, said line shall be deemed to be thirty (30) feet from the center line of the road.

E. ~~Minimum Side Yard Width fifteen (15) feet.~~

Minimum Side Yard Width: Forty (40) feet.

F. Minimum Rear Yard Depth thirty (30) feet.

G. Minimum Living Floor Area ~~**Per Family**~~
Every ~~**single-family**~~ residence ~~**and every two-family residence**~~ shall have a minimum living floor area of not less than one thousand two hundred (1,200) square feet ~~**per family**~~, exclusive of breezeways, garages, terraces, attics, basements, and porches.

H. Height Regulations: No structure shall exceed thirty-five (35) feet in height.

I. Off-Street Parking: As regulated by Article VII of this Resolution (Section 701-1a).

ARTICLE VIII – CONDITIONAL ZONING PERMITS

Section 802 – 127

A Single Family Residence converted to a Dual Family Residence must comply with the following:

A. Any modification made to a single residence for the purpose of converting the structure to a dual residence must be incorporated as an integral part of the original single structure,

B. Any additional structure shall have a common foundation wall or common exterior wall with the existing structure,

C. The main roof of the existing structure must be attached to the addition's roof or to the common structure or foundation wall,

D. The capacity of the sanitary system to accommodate all proposed additional square footage and usage, including added bedrooms, bathrooms, and kitchen areas must be approved by the Medina County Health Department prior to final approval by the Township. The entire structure must be connected to an existing sanitary system unless the Medina County Health Department, per their regulations, deems it necessary to enlarge the system to accommodate the additional space and usage, and

E. Must be in compliance with Section 401-4 of this Resolution.

Staff recommend referring to onsite septic systems as "Household Sewage Treatment Systems (HSTS)" because it is consistent with the term used by the Medina County Health Department.

Staff recommend ending each bullet point with a period (.). Staff also recommend considering the following revision to Item D for clarification, "The Medina County Health Department must approve the capacity of the HSTS to accommodate all proposed additional square footage and usage, including added bedrooms, bathrooms, and kitchen areas, prior to final approval by the Township. The entire structure must be connected to an existing HSTS unless the Health Department requires expansion to meet regulations."

Section 401-4 Area Height Regulations reference in the proposed text amendment is a subsection of the R-2 District as seen below.

A. Minimum lot sizes **(Eff. 5/24/2023)**:

1. All lots shall have a minimum frontage of three hundred and fifty (350) feet and a minimum depth of six hundred (600) feet, and contain no less than ten (10) acres.
2. Any converted dual-residence shall require a minimum of twenty (20) acres of land with continuous frontage of seven hundred (700) feet.

B. Minimum living floor area per family: **(Eff. 5/24/2023)**

1. Every single-residence shall have a minimum living floor area of not less than twelve-hundred (1200) square feet, exclusive of breezeways, garages, terraces, attics, basements, and porches.
2. For every converted dual-residence, each of the two residences shall have a minimum living floor area of not less than twelve-hundred (1200) square feet, exclusive of breezeways, garages, terraces, attics, basements, and porches.

C. No residence shall exceed thirty-five (35) feet in height. **(Eff. 10/27/10)**

D. Required yards:

1. Front yards shall be not less than eighty (80) feet in depth from the road right-of-way. If there is no established right-of-way sideline for any road or street, said line shall be deemed to be thirty (30) feet from the centerline of the road. **(Rev. 6/28/01)**
2. Side yards shall be not less than fifty (50) feet on each side **(Rev. 5/26/10)**
3. Rear yard shall be not less than fifty (50) feet in depth. **(Rev. 5/26/10)**

Staff notes that the Zoning Resolution allows for the conversion of a single family residence into a dual residence but does not permit construction of a new dual residence from the ground up. The Resolution defines a dual residence as "a single detached structure converted to accommodate two separate, independent households, e.g., two families." The proposed text amendment, which introduces a conditional use for such conversions, is consistent with this definition.

To reconcile the distinction, staff recommend clarifying the language by expressly defining and permitting dual residences in the R-2 district. Given the district's 10-acre minimum lot size, the R-2 could reasonably accommodate a dual residence without creating density or compatibility concerns.

Staff recommend the Medina County Prosecutor review the proposed revisions.

Department of Planning Services Recommendation: Staff recommend the Medina County Planning Commission **APPROVE WITH MODIFICATIONS** the proposed text amendments to the Homer Township Zoning Resolution.