

**MEETING MINUTES**  
**PERKINS TOWNSHIP ZONING COMMISSION**  
**MONDAY, November 10, 2025 @ 4:00 PM**  
**PERKINS TOWNSHIP SERVICES FACILITY – BIG MEETING ROOM**  
**2610 COLUMBUS AVENUE, SANDUSKY, OH 44870**

Board Members Present: Mr. Greg Schmid  
Mr. John Lippus  
Mr. Les Wilson, Alternate

Board Members Absent & Excused: Mrs. Cheryl Best-Wilke, Mrs. Kula Hoty-Lynch & Mr. Billy Criscione

Staff in Attendance: Mrs. Arielle Blanca, Community Development Director  
Mrs. Casey Sparks, Planner/Zoning Inspector  
Mrs. Jessica Gladwell, Administrative Assistant  
Mr. Timothy Alexander Sr., Code Enforcement Officer

**I. Call to Order.**

At 4:00 p.m., Mr. Schmid called the meeting to order.

**II. Pledge of Allegiance.**

Mr. Schmid led everyone in the Pledge of Allegiance.

**III. Roll Call.**

Mr. Schmid asked Mrs. Jessica Gladwell for a call of the roll.

Roll Call: Mr. Schmid; here, Mr. Lippus, here, Mr. Wilson, here,

Mr. Schmid advised members of the audience that they must first sign in if they plan on speaking tonight. Then, they will be asked to state their name and address prior to speaking.

**IV. Approval of Meeting Minutes from Monday July 14<sup>th</sup> & August 11<sup>th</sup>, 2025.**

Mr. Schmid said he would entertain a motion to approve the minutes from the last meeting.

Mr. Lippus made the Motion, Mr. Wilson seconded.

Roll Call – All ayes, motion carried

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**V. Chair’s Welcome and Explanation of Public Hearing & Meeting.**

Mr. Schmid welcomed everyone to the meeting. He stated that the purpose of these meetings is for the Perkins Township Zoning Commission to consider and make a recommendation of approval, denial, or modification of a resolution to amend the text or the Zoning Map of the Perkins Township Zoning Resolution. Mr. Billy Criscione stated that the Zoning Commission’s authority to do so comes directly from the Zoning Resolution, as it is its responsibility to conduct this public hearing. She stated that the request for amendment will first be read into the record. Then, he stated that the Zoning Commission will open a public hearing during which it will hear comments, questions, and any concerns from members of the audience. Then, he stated that the public hearing will be closed, and the public meeting will open. During the public meeting, Commission members will discuss the proposed resolution for amendment and vote to recommend approval, denial, modification, or tabling. Then, this recommendation will be forwarded to the Board of Trustees who will consider the request at a future meeting, subject to legal review.

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**VI. Secretary - Request for Proposed Amendment.**

Mr. Schmid requested that Mrs. Gladwell read the proposed amendment into the record.

Mrs. Gladwell read the Topics to be Discussed during the Public Working Session.

*Case ZC#2025-03 – The Perkins Township Zoning Commission will discuss and review text amendments to “Article 25- “Supplementary District Regulations”, regarding recreational vehicles.*

**VII. Staff Report - Planning & Zoning Department.**

Mrs. Sparks summarized information provided within the staff report, stating that today they are just going to be doing a work session. Mrs. Sparks stated that at the December 9<sup>th</sup>, 2024, the Zoning Commission reviewed text amendments to “Article 25 – Supplementary District Regulations”. The Zoning Commission provided comments. Community Development staff have worked with Code Enforcement to produce additional changes/ amendments to the proposed regulations. On July 14<sup>th</sup>, 2025, the Zoning Commission provided additional comments regarding the proposed amendments, specifically regarding regulations regarding corner lots, all purpose vehicles, utility trailers, and the title of abandoned vehicles. So, we would like to kind of move forward with this. What we’ll do tonight is just kind of run through some of the outstanding items that we kind of talked about, make sure everyone’s on the same page and if you want to make a motion, the next step would be to make a motion to send this to the trustees. Then if the trustees approve it, then it would become obviously an amendment change. As you all have known, we looked at some definitions and the

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layout of this. We did vehicles, which were all-purpose vehicles. We talked about that, kind of including those ATV things, collector vehicles, motor vehicles, including automobiles, buses, disabled, junk motor vehicles, trucks. We obviously have recreational vehicles, including campers, motorhomes, and travel trailers. And then for our winter months, we have snowmobiles, trailers, and then we have a semi-trailer and utility trailer. Then for boating, we have vessels for personal watercrafts, including our jet skis and stuff like that. So, the big kind of changes in regard to definitions, one of the most important ones, is regarding our impervious surface. As you recall, that means an area which uppermost layer is comprised of selected materials constructed to a depth sufficient to distribute the weight of a vehicle, vessel, or vehicle and vessel in combination over an area to preclude deterioration and deflection of the area due to the vehicle, vessel load, adverse weather, and other conditions. Improved surfaces included, but are not limited to crushed stone, gravel, or similar material, asphalt, concrete, brick, paving blocks or interlocking pervious paver grid systems. We did have a question from our law director regarding what kind of if we should include the depth of like a certain depth that we would require and kind of after some back and forth conversations. I think it was just determined that the definition stating a depth sufficient to distribute the weight of a vehicle was sufficient because I don't know if we would even have the enforcement to go and make sure that these areas are meeting a depth requirement. So, if it is enough to support the recreational vehicle, I think we're okay with this definition. And then we obviously added an all-purpose vehicle because we had talked about things like ATVs and stuff like that. And then we also mentioned a collector's vehicle, and we defined that as well. Now, Mr. Boyle had reviewed these as well, and he did have a comment about collector vehicles, and he wasn't for certain that it was needed. I know we talked about this last time. After talking with our code enforcement department, I think there are specific cases where this is an issue. So, I think we're going to leave that in there if the planning, if the zoning commission so determines that they want to. But it was kind of under the direction of our code enforcement department to maybe leave that in there, because we do have a certain, we do have issues with it.

Mr. Schmid asked if collectors vehicle was a type of vehicle.

Mrs. Sparks stated that a lot of our definitions are defined in the ORC. Instead of specifically calling it out, what we're doing is we're utilizing the ORC definitions. And so that is defined in Section 4501, and so it's specific to a collector's vehicle.

Mr. Wilson asked if that collectors vehicle has to be operational?

Mrs. Sparks stated that yes, because then otherwise it would be a disabled vehicle. So, the next, our other definitions are obviously automobile, a motor vehicle. I highlighted this definition of bus. We did have discussions with Mr. Boyle in regard to kind of our

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definition of bus and if we should specify a commercial bus. And when you look at the definition it says EORC definition is a vehicle that is designed and used for carrying more than nine passengers except any motor vehicle that is designed and used for carrying not more than 15 passengers. So, you can carry nine more than nine, but not more than 15, and that's considered our definition of a bus for our ORC. And the reason why this comes out is...

Mr. Lippus asked if a school bus holds like 40.

Mrs. Sparks stated well, I think for, I think then it goes into like a co-commercial bus. Yeah, and then it's anything over 50.

Mr. Wilson stated that okay, well, but there's a lot of like browns busses.

Mrs. Sparks stated that well, this is, that's exactly what we're talking about, and that's where that, yeah, and that's where that's the question I'm kind of presenting to you. So, if we allow this and we use this definition, that will exclude any kind of browns bus. Like, you know what I mean? If you had a bus that you'd use for entertainment purposes. Which from a staff perspective, I'm fine with. I don't, and I don't know even when we kind of talked with Mr. Boyle, I don't know that that's what his intention is to see in a residential area as well. So, from this, in our zoning regulations, the question was, should we specify a commercial bus? Truthfully, I don't think we need to base this definition of RC. So, but allowing bus to be one of the options that they could store, you can have a bus that holds up to 15 people.

Mr. Schmid stated in your driveway.

Mrs. Sparks stated that is correct.

Mr. Lippus asked if we currently have a problem with this.

Mrs. Sparks stated that No, but his question and his comment was he wanted to make sure that we're specifying that we can't have a commercial bus. I just wanted to communicate that based on this definition, I don't know if that's necessary. We can utilize this definition and what color. Because it only goes up to 15, unless you feel that we need to indicate that. So, and then this we get obviously inoperable and disabled vehicles, and we added in the highlighted area a vehicle that is not currently licensed. So, in the case that we were talking about, if it is licensed but it's not up to date on the tags, it's not currently licensed.

Discussions continued on examples regarding collector's cars, licensed vehicles, and defining regulations.

Mrs. Sparks stated that so yes, we would add that on, into our regulations and for situations such as what we were talking about, the abandoned vehicles, because this

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gives us kind of an additional tool to utilize. The problem is, from a zoning perspective, if it is on the street, it's we can't address it. It really has to be with the police, so we can. So, a recreational vehicle, we have a definition of camper, motorhome, and travel trailers. So, the discussion for tonight as we go along is really at the last two meetings there was discussion back and forth regarding these trailers and if we want to allow them in driveways or as counted as basically one of their recreational vehicles when you have two, when you get two. I think that there was discussion in regard to if they are utilized to park ATVs, water jet skis, anything like that, then you can use them. But if it's just a trailer itself, are we allowing and permeability. So, I think we would like some kind of direction as to what we want to move forward with before this evening is done.

Mr. Schmid asked if food trucks fall anywhere under these? I don't know if we have any food trucks sitting in anybody's driveways, but is that, that's not recreational.

Mrs. Sparks stated that it is commercial so, yeah, and so that will fall under a different section where it's prohibited. You can't run the business side of it. So, then we have a definition of snowmobiles, again, trailers, semi-trailers, and utility trailers. So again, that question falls under how we want to handle those. Then we added, obviously, the definition of a personal watercraft and a watercraft under vessels. This is just indicating that we're going to take it out of section 27, and we're going to, because that is obviously more for commercial properties, and we are kind of addressing it in Article 25, residential. So, the way that the amendment will read is storage of vehicles and vessels on residential properties. the applicability of it, prohibited uses, and requirements. So, we'll go through those really quick, and that will kind of address your question. One of the main things that we changed, or Adam proposed to change, and I think we had some conversations about it at the August meeting as well, is we will, this will be for properties in residential zoning districts and have a residential land use. So, at the last few meetings, we thought that this was important to add as well. We will, because before it was just in residential districts that were over an acre, correct? Yes. So now it will be any residential zoning district or anyone that has a residential land use. The prohibited uses include human habitation, a business use, so a food truck that we talked about, semi-trailer storage, disabled or inoperable vehicles. So again, this would kind of address that question. Junk or motor vehicles and utilizing vehicles as storage. Again, we talked about this as if they were having any kind of trailer or whatever and they're storing all kinds of things and using it as basically an accessory structure in the front of the driveway. We want to avoid that. This is just a summary of, again, we can have two and in the summer months, it's between April and October 31<sup>st</sup>; the location is included we are not going to block the driveway; they're going to be 5 feet from any adjacent property lines. If located on a corner lot, the recreational vehicle is prohibited to be in the side yard facing the public right of way. That's kind of a location that everybody kind of discussed at the last two meetings. Then it would have to be either in store, within an enclosed garage or any other accessory buildings. And all of these include all-purpose

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vehicles, collector vehicles, buses, recreational vehicles. And again, we removed trailers. So that's a discussion we want to have tonight. Watercraft and personal other watercrafts. And then obviously during the winter season, which is where we're at right now, November 1st through March 31st, you can have two all-purpose vehicles or a snowmobile on an all-purpose vehicle; again, stored not blocking this driveway, excuse me, in the driveway, not blocking the sidewalk, or five feet from adjacent property lines on a corner lot. So, or of course, in a closed garage or accessory building. So here are two corner lots. This is kind of one we discussed previously.

Mrs. Sparks showed two examples of corner lots discussing and showing what they are going to settle on.

Mrs. Sparks showed and explained an overview of the proposed definition changes and amendments.

Mrs. Sparks stated the only other thing that we did, legal counsel, didn't mention minor grammatical changes, and then he did bring up the issue of like proof of insurance, but at the end of the day, we said that's not something that's really, you know. So, the last topic that I would like some directions on is in regard to the trailers. Are we going to allow those as one of our recreational vehicles or do we want to prohibit that use?

Discussions continued regarding certain properties with trailers and examples of what they board wanted to do with them, allow them to only at certain time of the year.

Mrs. Sparks stated that there's no rush as I said. I know more than likely we will have; I'm assuming we might have a meeting in December. We have an application that we have sent to a gentleman, so we can add this to the agenda and hope that we will get Cheryl and Kula here. And we can even call them and just say, is there a way that you can, if you know what I mean, where we can work around their schedule to make sure? So, and I will be honest with you that I do think that you will have very differing opinions throughout the township on this. So, what I don't want to do is send it to the trustees and then everybody in the township comes, what I mean, with all their opinions. So, if you want to be more settled on this decision and have varying opinions, Fine, he's taking it and just waiting until December. I think that's okay. If I get confirmation that everyone is there for the next meeting, then if not, then we'll look at making a different date for this item; then we'll have to have our regular schedule. If we get an application, we still don't have to have a regular schedule meeting as well. But I'd like to just combine the two so we're not, especially during the holiday season, it's so hard to get people. And if we already, and most people already have that date in their calendar, we could stick to that one.

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**Commission Motion & Second to Recommend Approval, Disapproval, Modification, or Tabling of Case #ZC2025-03 – Roll Call Vote**

Mr. Wilson made the motion to table ZC2025-03.

Mr. Lippus seconded the motion.

Mr. Wilson, yes; Mr. Lippus, yes; Mr. Schmid, yes;

**VIII. Old Business:**

**IX. New / Other Business:**

**X. Commission Motion & Second to Adjourn the Public Meeting – Roll Call Vote.**

With there being no further business to discuss, we entertained a motion to adjourn the meeting.

Mr. Wilson made the motion to adjourn

Mr. Lippus seconded the motion.

Roll Call – All ayes, motion carried.

Respectfully Submitted,

x \_\_\_\_\_  
Mrs. Casey Sparks  
Community Development Director

x \_\_\_\_\_  
Mr. Schmid  
Zoning Commission

Date of Signature:

Date of Signature:

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