

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

Board Members Present: Mrs. Cheryl Best-Wilke, Chair  
Mr. Billy Criscione  
Mrs. Hoty- Lynch  
Mr. Greg Schmid  
Mr. Les Wilson, Alternate

Board Members Absent & Excused: Mr. John Lippus

Staff in Attendance: Mrs. Arielle Blanca, Interim Community Development  
Director  
Mrs. Jessica Gladwell, Administrative Assistant

**I. Call to Order.**

At 4:00 p.m., Mrs. Cheryl Best-Wilke called the meeting to order.

**II. Pledge of Allegiance.**

Mrs. Best-Wilke led everyone in the Pledge of Allegiance.

**III. Roll Call.**

Mrs. Best-Wilke asked Mrs. Jessica Gladwell for a call of the roll.

Roll Call: Mrs. Best-Wilke, here; Mr. Criscione, here; Mrs. Hoty-Lynch, here; Mr. Greg Schmid, here; Mr. Wilson, here.

Mrs. Best-Wilke 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 January 13, 2025.**

Mrs. Best-Wilke entertained a motion to approve the meeting minutes from the Zoning Commission's previous meeting on Monday, January 13, 2025.

Mr. Schmid motioned to approval the previous meeting minutes - Mrs. Hoty-Lynch seconded the motion.

Roll Call – All ayes, motion carried.

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

Mrs. Best-Wilke welcomed everyone to the meeting. She 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. Mrs. Best-Wilke stated that the Zoning Commission’s authority to do so comes directly from the Zoning Resolution, as does its responsibility to conduct this public hearing. She stated that the request for amendment will first be read into the record. Then, she 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, she 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. Staffing/ Community Development Department update**

Mrs. Best-Wilke stated that we are here to have discussions, questions, answers, anything that we have to ask.

Mrs. Blanca stated that she wanted to have this meeting tonight, after the emails that went around, she wanted to give everyone some clarification about what is going on with this department and staff changes. Letting you know that we are planning to move forward with all the zoning amendments that Adam was working on, fireworks will be the first one which will be brought in March. We will also do recreational vehicle parking, which is one that we really want to take care of for our code enforcement officers who deal with it daily, along with signage being a big one he had started to bring for approval. Those are the three main big ones that we had, I wasn’t aware if there were any others that we needed to be aware of.

Mrs. Best-Wilke stated that fireworks were going to be March, and asked if that was going to be for recreational vehicles as well.

Mrs. Blanca stated potentially she was going to go with our code enforcement department to discuss that one and hopefully have her attend the meeting and give her opinion on that one. Mrs. Blanca asked if everyone met Charlene. She stated that she was let go in December, and I was asked if I was interested in the position, so she is

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currently the interim director. Adam resigned in January, so this department has been short staffed, along with being down a code enforcement officer as well. There are just 3 of us running that department, so we have put out and plan to hire a planner. Resumes and applications are being accepted currently to take over the planner position, will be handling this board and running the meetings for you all. She stated she didn't know if we were going to get someone with experience or who has run a board. If we don't get anything with experience, it will be someone we have to train and be at meetings with them showing them the ropes.

Mrs. Best-Wilke stated that she was going to ask a personal question and asked Mrs. Blanca what her experience was.

Mrs. Blanca stated that through her experience, she stated that she worked for the City of Sandusky in their planning department for 6 Years, as the assistant planner for the first year, then I was the Community Development director and ran their block grant and then the planner here for 2 years. She stated that she has done this with over 8 years of experience.

Mrs. Best-Wilke stated that there are two different things to do, community development and planning and planning, hand in hand.

Mrs. Blanca stated yes, they go together.

Mr. Criscione stated that Charlene was Community Development Director.

Mrs. Blanca stated yes, that is correct, she was. Under community development there is planning/zoning, code enforcement and building department. Hoping to get a second code enforcement officer in the department as well.

Mr. Criscione stated that it must be a hostile work environment and asked if we could sub-contract it to the city being the interim.

Mrs. Blanca stated that she didn't know if it was necessary right now due to it being the slow season.

Mrs. Hoty-Lynch stated that from her background kind of the direction as a board and just maybe some of the ups and downs that we see here. You know we went through a period when we only met once or twice a year. I think there are some holes and with what has happened that we haven't met as frequently is that just as the way things are developed or things change over time, and the zoning code is dated and I think that is one thing that Adam was actively seeking to correct and even the little things like there

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is no way to go back and in the code that has resolutions that are easily searchable that you can do here. That is something that needs addressed, there are no amendments here so again when you have something grandfathered in you don't know when the last time an amendment was changed certain provisions, so that is hard for code enforcement. She thinks that's the little things that he was working on trying to implement that is really important moving forward. Again, there are a lot of things out there where we have all these little things that trustees have had as hot topics, like the poker club. Well, you know if there are no dates on that resolution that goes into the zoning code, how do you know who is grandfathered and who is not. She thinks that's the stuff going forward that needs to be addressed. There are other things that I have talked to Adam right off the bat that some of our forms don't even match with the code book. You can't have a code that doesn't match what your code says. Just making things a lot more friendly is super important. Sometimes it's hard to send them the website because forms aren't correct or the resolution isn't right, which was only put up a few years ago. We were working on she isn't sure if it was finalized, solar panels on the roof and ground mounted get finalized in the code, where is that at? There are a couple things that we have worked on that haven't been finalized or where it ended up. Adam had a lot of things we were working on that he was researching, so we are not sure of the stance on it.

Mr. Wilson stated that Farmer Jones had a lot of the windmills out on his farm, if you are curious what they look like. They are not very tall/big, but he can see people wanting to put them in their backyards.

Discussion regarding the wind and solar regulations being changed continued.

Mr. Schmid asked if there was a way to your point to us not knowing when it gets presented to the trustees and if it passed or not. Just keeping us updated with the past changes.

Mrs. Hoty-Lynch stated that maybe that can be put in under old business as in such and such was heard at the trustees meeting on this date and approved.

Discussion continued regarding the way in which what can be presented or relayed to the Board either at the next zoning commission meeting or via email after the trustee meeting. Along with what current zoning amendments were currently in the works, before the staffing changes.

Mr. Schmid started discussions regarding having the zoning resolution available at any time during the meeting, either electronic or paper.

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Mrs. Blanca stated that she can always have it available online during the meeting to pull up.

Discussion amongst the board regarding resolutions remained ongoing.

Mr. Criscione asked if the old business for signs was that when we were going through to make it more readable and easier/user friendly.

Mrs. Hoty-Lynch stated that a few years ago they went to the 250-sign resolution, verse everything else because basically everything that went to the BZA for a variance request and they would approve everything. So basically, they came to us and said they were going to increase everything by 25% for everything on route 250. So, there were no more requirements for a variance request. That's why there are two different sign resolutions. The board did not feel that was appropriate throughout the balance of the Township.

Mrs. Blanca stated that it is correct, and it makes sense. It helped because we do not get too many variance requests for signage on 250.

Mr. Schmid stated that he thought the one meeting with the examples from other cities/municipalities. We were waiting on diagrams to help explain it to people instead of the written narrative – explaining how to measure and make it just more user friendly.

Discussion between the board and director continued regarding signage requirements and changes.

Discussions started about recreational vehicles and what they need to be stored on and when they're allowed in the driveway, along with setbacks for the side and rear yard.

**VII. Old Business:**

Most old business discussed previously.

**VIII. New / Other Business:**

Mrs. Best-Wilke asked why residents are not allowed to have golf carts in Perkins Township.

Mrs. Hoty-Lynch stated that if they are street legal they can.

Mr. Criscione stated that not even if they are street legal they cannot be.

Mrs. Blanca stated that it was done for the police, I believe.

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Mr. Schmid stated that the speed limits are completely different in the city.

Mr. Criscione stated that it's Ohio law that states golf carts can only be driven on roads with speed limits of 35mph or slower.

Mr. Wilson stated that under that you can get a golf cart in Southgate acres and could drive to Windemere.

Discussions continued about where and why golf carts aren't allowed in the Township.

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

With there being no further business to discuss, Mrs. Best-Wilke entertained a motion to adjourn the meeting.

Mr. Criscione motioned to adjourn the meeting. Mr. Schmid seconded the motion.

Roll Call – All ayes, motion carried.

Respectfully Submitted,

x \_\_\_\_\_  
Mrs. Arielle Blanca Interim  
Community Development Director

x \_\_\_\_\_  
Mrs. Cheryl Best-Wilke, Chair  
Zoning Commission

Date of Signature:

Date of Signature:

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