

Agenda Bristol Twp. Zoning Commission
First Quarter/Reorganization Meeting January 12, 2026

- 1) Chairman Weeks called the meeting to order at 6:00 PM.
- 2) The Pledge of Allegiance was led by Chairman Weeks.
- 3) Roll Call: Present- Mr. Weeks, Ms. Pease, Mrs. Barnard
- 4) Chairman Weeks read the Public Notice of meeting, published in the Tribune on January 13, 2026, into the record. It is also on the electronic sign in the park.
- 5) Chairman Weeks appointed Mrs. Barnard Secretary pro temp.
- 6) BTZC-26-01 Mrs. Barnard made a motion to nominate Mr. Weeks for Chairman.
Ms. Pease seconded the motion.
Roll Call: Mr. Weeks- Yes, Ms. Pease- Yes, Mrs. Barnard- Yes
Motion carried.
- 7) BTZC-26-02 Mrs. Barnard made a motion to nominate Ms. Pease for Vice Chairman.
Mr. Weeks seconded the motion.
Roll Call: Mr. Weeks- Yes, Ms. Pease- Yes, Mrs. Barnard- Yes
Motion carried.
- 8) BTZC-26-03 Mrs. Barnard made a motion to nominate Ms. Marino for Secretary.
Ms. Pease seconded the motion.
Roll Call: Mr. Weeks- Yes, Ms. Pease- Yes, Mrs. Barnard- Yes
Motion carried.
- 9) BTZC-26-04 Mr. Weeks made a motion to accept and confirm protocol as noted in the Ohio Revised Code, 121.22, for following Ohio's Public Records and Open Meetings Act, "Sunshine Law".
 - A) All meetings or work sessions are open to the public.
 - B) The public will be notified of meeting or work session date, time, and location through a publication of general circulation in the county, the "Agenda" section published in the *Warren Tribune Chronicle*, and/or the web site and the social media account (page) of the township.
 - C) Notice of Public Hearings will be posted on Bristol Township's web page and social media account (page) per ORC 519.12 A (2) (c).Ms. Pease seconded the motion.
Discussion: The Zoning Commission has since the "Sunshine Law" was adopted, by motion, operate under the "Sunshine Law" and are guided by RC 519.12 in notifying the public of our meetings and Public Hearings. In

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addition, meeting notice(s) will be posted on the township electronic sign in the park.

Roll Call: Mr. Weeks- Yes, Ms. Pease- Yes, Mrs. Barnard- Yes

Motion carried.

- 10) BTZC-26-05 Mr. Weeks made a motion that the Zoning Commission will meet on the following dates, place and time in 2026 or as needed/required. The location will be the township administration building. The time will be 6:00pm, unless otherwise noted: January 12 (quarterly), February 9th, March 9, April 13 (quarterly), May 11, June 8, July 13 (quarterly), August 10, September 14, October 12 (quarterly), November 9, and December 14.

Mrs. Barnard seconded the motion.

Discussion: None

Roll Call: Mr. Weeks- Yes, Ms. Pease- Yes, Mrs. Barnard- Yes

Motion carried.

- 11) BTZC-26-06 Mr. Weeks made a motion to establish the protocol for the approval of minutes for 2026.

A) The Secretary will distribute a copy of the minutes to the commission members prior to the start of the meeting via email.

B) Members will review meeting minutes prior to the start of the meeting.

C) Motion to dispense with the reading of the minutes.

D) Motion to approve the minutes as written and received, then the minutes will be approved. If a correction is required, a motion to approve the correction must be approved, and then a motion to approve the minutes with the correction shall be made. If approved the secretary will forward a copy of the minutes to the Fiscal Officer to be published on the Bristol Township website.

Ms. Pease seconded the motion

Discussion: None.

Roll Call: Mr. Weeks- Yes, Ms. Pease- Yes, Mrs. Barnard- Yes

Motion carried.

- 12) BTZC-26-07 Mr. Weeks made a motion to establish a protocol for notifying the Fiscal Officer of those members who attended the meeting(s) will be via an email from the Secretary to the Fiscal Officer.

Mrs. Barnard seconded the motion.

Discussion: None.

Roll Call: Mr. Weeks- Yes, Ms. Pease- Yes, Mrs. Barnard- Yes

Motion carried.

- 13) BTZC-26-08 Mr. Weeks made a motion to use Robert's Rule of Order as a guideline for conducting meetings.

Ms. Pease seconded the motion.

Discussion: None

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Roll Call: Mr. Weeks- Yes, Ms. Pease- Yes, Mrs. Barnard- Yes
Motion carried.

- 14) BTZC-26-09 Mr. Weeks made a motion to establish a quorum as a minimum of three members of the Zoning Commission.
Ms. Pease seconded the motion.
Discussion: None
Roll Call: Mr. Weeks- Yes, Ms. Pease- Yes, Mrs. Barnard- Yes
Motion carried.
- 15) Table the motion to dispense with the reading of the minutes from December 8, 2025, Public Hearing.
- 16) Table the motion to approve the minutes from the Public Hearing held on December 8, 2025.
- 17) Table the motion to dispense with the reading of the minutes from December 8, 2025, regular meeting.
- 18) Table the motion to approve the minutes from the regular meeting held on December 8, 2025
- 19) Attendance: Corey Hughlett and Matt Lynn- no questions.
- 20) Zoning Inspector report: N/A
- 21) Section 39: Intermodal Containers/Shipping Containers.
Discussion: Table the discussion until next meeting.
- 22) Section 45: Short-Term Rentals. The Trustees have not provided the Zoning Commission with any updated text.
Discussion: Table the discussion until next meeting.
- 23) Review Appendix A:

Appendix A

Additions are in Green.

~~Deletions are in Red with a strike through.~~

In accordance with Sections 19 and 20 of the Bristol Township Zoning Ordinance. The Bristol Township Zoning Commission ~~has approved~~ recommends the following rates ~~to~~ be charged for issuing a Zoning Certificate and certain other fees:

Residence or addition to a residence:

Per \$ 1,000 valuation \$ 2.00
Value Figured at \$ 50.00 per square foot.

Garage, and/or accessory building (includes sheds/carports):

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Per \$ 1,000 valuation \$ 2.00
Value Figured at \$ 20.00 per square foot.

Business, Commercial & Industrial:

Per \$ 1,000 valuation \$ 2.00
Value figured at \$ 60.00 per square foot.

Porches, Decks, Breezeways, Pavilions and Gazebos:

Per \$ 1,000 valuation \$ 2.00
Value figured at \$ 20.00 per square foot.

Formula to calculate fee:

Multiply square feet fee by square feet of
structure
Divide by 1000, multiply by 2

Example: 1500 sq. ft home x \$ 50.00 = \$
75,000
\$ 75,000 divided by 1000 = \$ 75.00
\$ 75.00 x 2 = \$ 150.00
\$ 150.00 would be the fee for a 1500 sq ft
home.

Swimming Pools: \$10.00 flat fee (see section 28 paragraph 7) [not to include temporary pools]

Fences: Certificate required and a \$20.00 fee (see Section 32, paragraph 9)

Bridges on driveways: Certificate required and a \$20.00 Fee (see Section 31, Paragraph 4)

Signs: \$50.00 (see section 35 zoning certificate required)

Conventional Brine Injection Wells Class 2 and 3: \$10,000.00 (see section 29 first paragraph)

Zoning Variance Request: \$225.00 filing fee

Conditional Zoning Certificate Application fee: \$225.00 (see section 33.2 second paragraph)

Application for a Zoning Amendment or supplement: \$300.00 (see section 22 first paragraph)

Telecommunication Tower Facility \$1000.00. The Telecommunication fee was raised from \$100.00 to \$1,000.00 by the trustees at their meeting on May 19, 2021.

~~Adopted~~ Recommended by the Bristol Twp. Zoning Commission ~~May 21, 2021~~ January 12, 2026.

BTZC-26-10 Mr. Weeks made a motion to recommend the text additions and deletions, as presented, to Appendix A. No fee changes are recommended and to forward the appropriate documents to the Bristol Twp. Trustees for their consideration. Ms. Pease seconded the motion.

Discussion: Members talked about how similar our fees are to nearby townships. No fee changes were recommended.

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Roll Call: Mr. Weeks- Yes, Ms. Pease- Yes, Mrs. Barnard- Yes

NOTE: Mrs. Marino arrived at the meeting at 6:20 pm

24) Discussion on Data Centers, tentative.

Mr. Weeks talked about Hubbard township's current changes in the works for this. We will attempt to obtain a copy of their changes once the planning commission receives them.

Table the discussion until the next meeting.

Because Ms. Marino was present, the quorum that was present at the Public Hearing and regular meeting on December 8, 2025, we agreed to address items 15-18.

15) BTZC-26-11 Mr. Weeks made a motion to dispense with the reading of the minutes from December 8, 2025, Public Hearing.

Ms. Pease seconded the motion.

Roll Call: Mr. Weeks- Yes, Ms. Pease-Yes, Ms. Marino- Yes, Mrs. Barnard- Abstain.

16) BTZC-26-12 Mr. Weeks made a motion to approve the minutes of the Public Hearing of December 8, 2025.

Ms. Pease seconded the motion.

Roll Call: Mr. Weeks- Yes, Ms. Pease-Yes, Ms. Marino- Yes, Mrs. Barnard- Abstain.

If approved the secretary will forward the minutes to Fiscal Officer for posting on the Bristol Township website.

17) BTZC-26-13 Mr. Weeks made a motion to dispense with the reading of the minutes from December 8, 2025, regular meeting.

Ms. Pease seconded the motion.

Roll Call: Mr. Weeks- Yes, Ms. Pease-Yes, Ms. Marino- Yes, Mrs. Barnard- Abstain.

18) BTZC-26-14 Mr. Weeks made a motion to approve the minutes of the regular meeting held on December 8, 2025.

Ms. Pease seconded the motion.

Roll Call: Mr. Weeks- Yes, Ms. Pease-Yes, Ms. Marino- Yes, Mrs. Barnard- Abstain.

If approved the secretary will forward the minutes to Fiscal Officer for posting on the Bristol Township website.

25) Comments from Commission Members.

Tara: None

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Carolyn: None
Vivian: None
Ken: None

- 26) BTZC-26-15 Mr. Weeks made a motion to adjourn.
Ms. Pease seconded the motion.
Roll Call: Mr. Weeks-Yes, Ms. Pease-Yes, Ms. Marino- Yes, Mrs. Barnard-
Yes.

Meeting adjourned.
Tara Barnard, Secretary Pro Temp.