

HAMILTON TOWNSHIP ZONING COMMISSION MEETING
March 10, 2025

Mr. Kuvin called the meeting to order and announced the matters before the Board at 6:00 p.m.

Members present: Randy Kuvin
 Chad Meadows
 Scott Gravett
 Eric Reiners

Mr. Kuvin opened nominations for Board of Zoning Commission for 2025. Mr. Reiners, with the second of Mr. Meadows nominated Mr. Kuvin for Chair. Mr. Kuvin accepted the position of Board Chairman.

Roll Call: Randy Kuvin Yes
 Chad Meadows Yes
 Eric Reiners Yes
 Scott Gravett Yes

Mr. Kuvin opened nominations for Board of Zoning Commission Vice Chairman for 2025. Mr. Kuvin, with the second of Mr. Reiners nominated Mr. Gravett for Vice Chairman. Mr. Gravett accepted the position of Board Vice Chairman.

Roll Call: Chad Meadows Yes
 Scott Gravett Yes
 Randy Kuvin Yes
 Eric Reiners Yes

Mr. Kuvin opened nominations for Board of Zoning Commission Secretary for 2025. Mr. Kuvin, with the second of Mr. Gravett, nominated Mr. Reiners for Secretary. Mr. Reiners accepted the position of Board Secretary.

Roll Call: Eric Reiners Yes
 Chad Meadows Yes
 Scott Gravett Yes
 Randy Kuvin Yes

Mr. Meadows made a motion with the second from Mr. Gravett to approve the November 18, 2024, regular meeting minutes.

All in favor. Aye.

Ms. Cathy Walton, Zoning Director, presented the staff report for amendments to the Hamilton Township Zoning Code. A legal notice regarding the amendments was published in *The Journal News* on February 28, 2025. The purpose of these amendments is to improve administrative efficiency, provide clearer guidelines, accommodate evolving residential development trends, and ensure compliance with the Ohio Revised Code.

Proposed Amendments:

Ch. 1 – General Provisions

- Replace "Zoning Code" with "Zoning Resolution" to align with Ohio Revised Code Section 519.

Ch. 3 – Development Review Procedures

- Remove Site Plan Review process from Chapter 3.
- Update Table 2-1 to simplify review procedures.
- Staff to review and approve zoning-compliant applications.
- Applications requiring variances reviewed by the Board of Zoning Appeals.
- Remove Board of Township Trustees from review process.

Ch. 4 – Zoning Districts & Use Regulations

- Allow 10-foot encroachment for porches and unenclosed decks into rear yard setbacks.
- Reduce variance requests by aligning with other local township allowances (8-16 feet).
- Clarify that enclosed porches/decks must meet principal building setbacks.
- Porches or decks under 18 inches in height do not require a zoning certificate.

Ch. 5 – Planned Unit Development (PUD) Regulations

- Remove Township Trustees from determining PUD modifications.
- Staff to determine major vs. minor modifications based on criteria.
 - Minor modifications: Reviewed and approved by staff.
 - Major modifications: Subject to standard PUD review process and Trustee approval.
- Streamline process by reducing unnecessary Trustee involvement.

Ms. Walton stated the proposed amendments were recommended for approval by the Hamilton Township Board of Trustees.

Mr. Kuvin made a motion with a second from Mr. Reiners to recommend approval of the text amendments to the Hamilton Township Zoning Code as presented.

Roll Call:	Eric Reiners	Yes
	Randy Kuvin	Yes
	Scott Gravett	Yes

Chad Meadows Yes

Mr. Kuvin made a motion with a second from Mr. Meadows to adjourn at 6:13 pm.

Roll Call: Chad Meadows Yes
 Eric Reiners Yes
 Randy Kuvin Yes
 Scott Gravett Yes