

Geneva Township  
Special Meeting  
September 18, 2024  
4:00 PM

Mr. Mills called the special meeting to order at 4:00 PM.

Roll Call: Mrs. Miller. Mr. Mills and Mr. McGrath was present were absent along with Ron Cerjan Zoning Inspector. Also present was Andrew Raymond, Bill Douglas, Darryll Wolnik – CT Consultants, Jim Hockaday – CT Consultants and Sarah Jammal – CT Consultants.

Sarah Jammal from CT Consultants introduced the CT Consultants staff and went over the process of the Comprehensive Plan. Sarah will be the primary point of contact for CT Consultants for the project.

Ron Cerjan said he would like to make the zoning simple so the residents can look online and understand it. Some of the sections contradict each other's. He would like to clean up the language.

Dave McGrath said he would like the zoning to be cleaner and have more teeth so it can be enforced.

Tim Mills said biggest thing in Township is junk – junk cards and dilapidated houses. Lately the short-term rental has come up a lot since there is no regulations in the Township on them. Darryll said he knows a lot about short term rentals and can help with some information.

Sarah said the planning process could lead down to zoning plan re-write but it will start on the broadest view then funnel down. Tiffany Miller commented that Township has already hired Wood and Lamping to work on the zoning.

Sarah Jammal went over the plan schedule. It is approximately a 9-month process. The first month has already been completed as preparation to start. The next they will do some data assessment and establish the steering committee and have first meeting to get to know Township well. Then the goals will be prioritized after establishing a vision then narrow more into implementation and finalization. This will create action items and who will take the lead on making those action items happen.

Work Plan – One day of conversational interviews – Darryll and Sarah Jammal will come to Township and be available to meet with people throughout the day. They will ask the Township to create a list of who to have conversations with. They will also like to interview the Steering Committee on the same day. Would keep then to ½ hour block. Will send out link to schedule to meet with them. Throughout this process they will have 4 Advisory Committee/Steering Committee Meetings and one public community meeting. The Township can decide if they want the public meeting at the start or at the end of the process. They really want to hear from people throughout this process. Want to keep it informal but informative.

Steering Committee will be the next big step for the process. Need to identify people for the committee. If need help identifying the types of people to pick they can help. They would like to have one Trustee (If more than one attends it would have to be a public meeting), zoning inspector, one or two members from zoning commission and a few people from the community – a business owner or and owner. They would like 7-13 people. The more people you have the more information you have and not everyone is going to show up to every meeting. The role of this Committee is to help steer this plan.

CT Consultants will put signs and flyers up about the meetings to try and get people involved.

Dave McGrath commented that he would like the Trustees to be able to approve what the recommendations are from the Steering Committee before it is put into the final plan since all the Trustees want be on the Steering Committee.

Bill Douglas said in past Steering Committees he has been on in the past they would go over the issues and come up with 8-12 issues and then they come up with what they think are the priorities are then present to the Board to look at and come up with an action plan.

There was a discussion about the difference between have a public meeting that is properly advertised or having meetings that are open to the public. If it is a “open to the public meeting” there are less introjecting from the people.

Public Engagement Plan: Goal is to get a cross section of Township resident involved and engagement as many people as possible.

They presented a draft plan for review and went over the details of the plan. They are open to any suggested changes. CT Consultants can over more services as well but in the current contract there is one public meeting.

Phase 1: Assess and Involve

- Trustee meeting
- 1 Steering Committee Meeting
- Interviews
- Public Meeting

Phase 2: Prioritize and Collaborate

- Steering Committee Meeting
- Here thought from Public

Phase 3: Implement and Involve

- 2 Steering Committee meetings
- Optional 2<sup>nd</sup> public hearing

Phase 4: Finalize and Consult

- Draft Plan review
- Trustee approval final plan

Looking 10-20 years out for this Comprehensive Plan

Tiffany Miller said she is interested in this Comprehensive Plan helping to get grants after it is completed. There is an expert team at CT Consultants that works specially in the funding sector that can help.

Tim Mills suggested to look into tiny homes because the zoning inspector has been getting a lot of call on them. Also, it was suggested to look at campers because there has been lot of complaints.

The Trustees commented that they would like to keep the Township rural or at least designate an area for growth and keep it away from residential. Darryl asked the trustee to think about what rural means to them.

There was discussion on septic regulations and subdivision requirements that are being reviewed by the Health Department and the County.

There was a question on what would be included on maps –Examples are future land use, current and use map, zoning map, environmental hazard map, environmental map and road map. There can be further discussion about pother maps in the future.

Next steps are to establish Steering Committee. They will need to know who is on the Steering Committee. They will need name, address, email and phone number. It would be good to have around 10 people in the room. They would like to have first meeting October 14<sup>th</sup> or 16<sup>th</sup>.

Sarah Jammal said she will send a follow up email with all the detail talked about in the meeting and would like to have one point of contact for the Township but will copy everyone on the emails.

If there is someone who needs to video in for any of the meetings, they can have those accommodations.

Dave McGrath made motion to adjourn the special. Tiffany Miller seconded the motion. Roll Call on passage, all three Trustees voted yes. Motion passed unanimously.

The special meeting adjourned at 4:56 PM.

Recorded by Tim Mills  
Documented by Tammy Caya

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Fiscal Officer