



9546 Brandywine Road, Northfield Center, OH 44067

Phone: (330) 467-7646

Fax: (330) 650-0815

www.northfieldcenter.com

FISCAL OFFICER

Andy LaGuardia

TRUSTEES

Paul G. Buescher, Chair
Richard H. Reville, Vice-Chair
Russell F. Mazzola, Trustee

ADMINISTRATOR

Steve Wright

**NOTICE & AGENDA
NORTHFIELD CENTER TOWNSHIP
BOARD OF TRUSTEES WORK SESSION
Monday May 18, 2020 @ 5 pm**

(Draft as of May 13, 2020-Subject to change prior to meeting)

**Please silence all electronic devices.
No decisions will be made at this Work Session.
There will be no Public Comments at this Work Session.**

The public was notified of this WebEx meeting by Facebook, Twitter, Community Focus, an e-mail Sunshine Law notice to the Meeting Notification List, information placed on the Township’s website, and the electronic sign.

The COVID-19 relief legislation passed out of the state legislature, on March 25, 2020, included language regarding open meeting laws. For the duration of the state of emergency – or until December 1st, whichever comes first – state boards and commissions, local and county governments, and higher education boards are permitted to operate meetings electronically, as long as the public is aware and can participate electronically.

The meeting access information for this Work Session is as follows:

Internet Access

Meeting link:

<https://townadministrator.my.webex.com/townadministrator.my/j.php?MTID=m4e85136135e1997c93c8b9d263a3b01a>

Meeting Password: 7rbMvJzuB57 (77268598 from phones)

Meeting Number: 140 206 109

Call-In Information (for those without a computer microphone or sufficient Internet access)

Number: 1-650-215-5226 or 1-631-267-4890

Access code for call-in: 140 206 109

The purpose of this Work Session is the discussion of various topics, which may include (but not necessarily be limited to):

- Operational Plan
 - Do we open on June 1st, but continue to limit public access? Do we allow public access, but maintain social distance?
- Discussion regarding Natalie water line taps and cost per household for connecting lines
- Review current Schedule of Fees and Bonds, including ZC request to increase business occupancy fee from \$50 to \$500 **The draft, revised Schedule of Fees and Bonds is attached to this Agenda.**

A. THE CHAIR CALLS THE WORK SESSION TO ORDER AT ____ P.M.

Roll Call: Russell F. Mazzola ____; Richard H. Reville ____; Paul G. Buescher ____.

B. DISCUSSION:

C. TRUSTEE _____ REQUESTS A MOTION FOR ADJOURNMENT.

_____ moves; _____ seconds.

Discussion: _____

Roll Call: Russell F. Mazzola ____; Richard H. Reville ____; Paul G. Buescher ____.



Northfield Center Township

Schedule of Fees and Bonds
 (Trustee Resolution No. 18/09-05C, dated 9/5/18)

Recommended revisions made on 05/13/2020

Permit Fees

Permit Fee Type	Amount
Accessory Building Up to 144 square feet 145 to 450 square feet	\$25.00 \$50.00
Carpports	\$30.00
Change of Use-Commercial (Certificate of Zoning Compliance)	\$50.00
Commercial Building Up to 1,000 square feet 1,001 square feet and up	\$500.00 \$500.00 plus \$3.00 per 100 square feet over 1,000square feet
Decks	\$25.00
Driveway Culvert	\$300.00
Driveway, New and Reconstructed	\$50.00
Fence	\$25.00
Fire Inspection Fee, Commercial	\$50.00
Garage (Private)	\$50.00
Industrial Buildings Up to 1,000 square feet 1,001 to 2,000 square feet 2,001 to 3,000 square feet 3,001 square feet and above	<i>*I would recommend we simplify this. Or, is this such a rarity that it shouldn't cause issues for automation of permit applications and fee payments?</i> \$500.00 \$500.00 plus \$5.00 per 100 square feet over 1,000 square feet (<i>Max cost: \$550</i>) As above, plus \$3.50 per 100 square feet over 2,000 square feet (<i>Max cost: \$585</i>) As above, plus \$2.50 per 100 square feet over 3,000 square feet
Occupancy Permit (Business)	\$50

Pool	\$25.00
Recreational, Institutional, Governmental, and Miscellaneous Structures and/or Accessory Buildings and Additions (We need to clarify this category. It seems rather nebulous and a confusing catch-all.)	\$20.00 minimum plus \$.01 per square foot of area within the outside dimensions of the foundation (up to a maximum of \$100)
Up to 500 square feet	\$20.00
501 to 1,000 square feet	\$30.00
1,001 to 2,000 square feet	\$40.00
2,001 to 3,000 square feet	\$50.00
3,001 to 4,000 square feet	\$60.00
4,001 to 5,000 square feet	\$70.00
5,001 to 6,000 square feet	\$80.00
6,001 to 7,000 square feet	\$90.00
7,001 square feet and above	\$100.00
Residential Buildings	\$1,500.00 per unit
Road Opening and Right of Way Disturbance	
Residential	\$75.00 permit fee (See bond fees, below, for additional information.)
Commercial	\$200.00 permit fee (See bond fees, below, for additional information.)
Short-Term Rental	\$150.00/year
Sign	
Advertising business or service on premises	
Less than 20 square feet	\$25.00
Over 20 square feet	\$50.00
Directional	\$25.00
Home Occupation	\$25.00
Subdivision or Commercial Real Estate	\$50.00 plus \$150 security deposit (refunded if removed)
Temporary	\$25.00 plus \$150.00 security deposit (refunded if removed at expiration of permit)
Storage Containers (e.g. PODS)	\$10 plus \$25 Bond
Telecommunications Pole (Small Cell)	\$250 plus Road Opening and Right of Way Disturbance Bond AND a Restoration Bond

*Please Note: Political and school events are exempt from the permit application and fee process.

Public Hearing Fees

Board of Zoning Appeals** Appeals	\$150 for residential districts
-----------------------------------	---------------------------------

Conditional Zoning Certificates Request for Variance	\$275 for all other districts
Zoning Commission** Text Amendment Changes Zoning Amendment Changes	\$150 for residential districts \$275 for all other districts

**Any additional fees shall be billed after the final hearing for the following items: legal, legal ads, related per diems, postage, secretary's wages, etc.

Bond Fees

Cemetery Performance Bond Up to 40 acres Each additional 10 acres beyond initial 40	\$25,000 \$5,000
Oil or Gas Drilling or Mining	Surety Bond of \$20,000 on each ingress or egress on Township road, held for one (1) year.
Performance Bonds or Other Financial Guarantees	\$2,000 cash bond, which is refundable 5% of total construction cost for all zoning districts. A cash bond of \$2,000 is required for residential buildings and driveways A cash bond of \$2,000, or \$100 per 1,000 square feet, for all zoning districts and held for one year after construction
Restoration Bond New Developments Road Opening/Right of Way Disturbance	\$2,500/acre, with a minimum fee of \$25,000 \$.45/foot (held for one year)
Road Bond	\$25,000 to ensure protection of existing Township roads during subdivision construction
Road Opening and Right of Way Disturbance Opening of 100 feet or less Opening larger than 100 feet	\$2,000 for drilled, dug or cut road opening within the road right-of-way dimensions An additional \$2,000 bond for each additional 100 feet of road to be opened (Max bond of \$250,000)
Storage Containers	\$25 reimbursable bond

Document Copying

Public Records Requests-Hardcopies	\$.05/page
Zoning Resolution (All Pages)	\$50.00

Town Hall Rental

\$100 deposit, which will be refunded if the space is left clean and undamaged