



9546 Brandywine Road, Northfield Center, OH 44067  
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**FISCAL OFFICER**  
Andy LaGuardia

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

**ADMINISTRATOR**  
Steve Wright

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**NOTICE & AGENDA**  
**NORTHFIELD CENTER TOWNSHIP**  
**BOARD OF TRUSTEES SPECIAL MEETING**  
**Monday, June 15, 2020-Immediately following MVL**  
**Permissive Tax Increase Public Hearing**  
*(Draft as of June 10, 2020-Subject to change prior to meeting)*

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 access information for this Special Meeting is as follows:**

**Internet Access**

Meeting link:  
<https://townadministrator.my.webex.com/townadministrator.my/j.php?MTID=m29fb6a0a7db591b12a198fbd98be2c7e>

Meeting Number: 163 901 2050  
Meeting Password: YdsZQdBk766 (93797325 from phones)

**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: 163 901 2050

**There will be no public comments during this Special Meeting.**

**A. THE CHAIR CALLS THE MEETING TO ORDER AT \_\_\_\_\_ P.M.**

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

**B. GUEST SPEAKER/DISCUSSION**

Jason Dodson, of the Roetzel and Andress Law Firm

Topic of Discussion: Potential Tax Increment Financing (TIF) options for the Township

**C. MOTIONS/RESOLUTIONS**

- 1) The Chair requests **Resolution No. 20/06-15**\_\_ to: Approve the proposed 06/08/2020 revisions to the Northfield Center Township Schedule of Fees and Bonds. **The proposed Schedule of Fees and Bonds is attached to this Agenda.**

\_\_\_\_\_ moves; \_\_\_\_\_ seconds.

Discussion: \_\_\_\_\_

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

- 2) The Chair requests **Resolution No. 20/06-15**\_\_ to: Approve a Purchase Order, in the amount of \$4,200, to be drawn from the 01-F-02 (Improvement of Sites) Fund, payable to Durant Electric, LLC, for electrical work for the Beacon Hills Park pavilion. **The full quote is attached to this Agenda.**

\_\_\_\_\_ moves; \_\_\_\_\_ seconds.

Discussion: \_\_\_\_\_

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

- 3) The Chair requests **Resolution No. 20/06-15**\_\_ to: The Chair requests **Resolution No. 20/06-15**\_\_ to: Authorize Township Administrator Steve Wright to request assistance from the Summit County Engineer to determine appropriate bid specs for the proposed Bayberry Road Re-construction Project.

\_\_\_\_\_ moves; \_\_\_\_\_ seconds.

Discussion: \_\_\_\_\_

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

**D. TRUSTEES' REPORTS AND COMMENTS**

**E. TRUSTEE \_\_\_\_\_ REQUESTS A MOTION FOR ADJOURMENT.**

\_\_\_\_\_ moves; \_\_\_\_\_ seconds.

Discussion: \_\_\_\_\_

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

The meeting adjourned at \_\_\_\_\_ p.m.



**Northfield Center Township**

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

Revised on 06/08/2020

**Permit Fees**

<b>Permit Fee Type</b>	<b>Amount</b>
Accessory Building Up to 144 square feet 145 to 450 square feet 451 square feet and above	\$25.00 \$50.00 \$100.00
Carports	\$30.00
Certificate of Zoning Compliance (Change of Use-Commercial) <i>This replaces Occupancy Permit (Business)</i>	\$500.00
Certificate of Zoning Compliance (Residential) <i>This replaces Occupancy Permit (Residential)</i>	\$25.00
Commercial/Industrial Building  Up to 1,000 square feet —1,001 square feet and up  Up to 5,000 square feet 5,001 square feet and above	\$500.00 \$500.00 plus \$3.00/100 square feet over 1,000 square feet \$1,500.00 \$1,500 plus \$5.00 per 100 square feet over 5,000 square feet
Decks/Patios	\$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
Gazebos/Pergolas <i>This was not reflected in the schedule before.</i>	\$25.00

Industrial Buildings- <b>COLLAPSE WITH COMMERCIAL ABOVE. There is no need to separate commercial and industrial.</b>	
Up to 1,000 square feet	\$500.00
—1,001 to 2,000 square feet	\$550.00
—2,001 to 3,000 square feet	\$585.00
3,001 feet and above	\$610.00
Pool (Above or ground)	\$25.00
Recreational, Institutional, Governmental, and Miscellaneous Structures and/or Accessory Buildings and Additions <b>ELIMINATE THIS CATEGORY ALTOGETHER</b>	\$20.00 minimum plus \$.01 per square foot of area within the outside dimensions of the foundation (up to a maximum of \$100)
Residential Buildings (Construction Permit)	\$1,500.00 per unit + \$2,000 Performance Bond
Road Opening and Right of Way Disturbance Residential  Commercial	\$75.00 permit fee (See bond fees, below, for additional information.) \$200.00 permit fee (See bond fees, below, for additional information.)
Short-Term Rental (e.g. Air BNBs)	\$150.00/year
Sign Advertising business or service on premises Less than 20 square feet <b>21 square feet and above</b> Directional (e.g. enter and exit signs) Subdivision or Commercial Real Estate  Temporary (e.g. Festivals, theatre productions, etc.)  <b>*Please note: Each resident is allowed one sign without a permit.</b>	\$25.00 \$50.00 \$25.00 \$50.00 plus \$150 security deposit (refunded if removed) \$25.00 plus \$150.00 security deposit (refunded if removed at expiration of permit)
Storage Containers (e.g. PODS)	\$10 plus \$25 Refundable 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/Conditional Zoning Certificates	\$150 for residential districts/\$275 for all other districts
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Request for Variance	
Zoning Commission** Text Amendment/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. Eliminate this verbiage. We never utilize this clause.**

### Bond Fees

**Please note: Bonds are released upon written request AND approval by Township officials.**

Cemetery Performance Bond Up to 40 acres Each additional 10 acres beyond initial 40	\$25,000 \$5,000
Driveway (Not associated with new construction of single residence)	\$2,000 refundable cash bond
New Construction (Development) <i>This replaces "Performance Bonds or Other Financial Guarantees".</i>	5% of total construction cost for all zoning districts
New Construction (Single residence) <i>This replaces "Performance Bonds or Other Financial Guarantees".</i>	\$2,000 refundable cash bond
Oil or Gas Drilling or Mining	Surety Bond of \$20,000 on each ingress or egress on Township road, held for one (1) year.
<del>Performance Bonds or Other Financial Guarantees</del> <i>Eliminate this section. It is redundant.</i>	<del>\$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</del>
Restoration Bond New Developments	\$2,500/acre, with a minimum fee of \$25,000
Road Opening and Right of Way Disturbance Opening of 100 feet or less	\$2,000 for drilled, dug or cut road opening within the road right-of-way dimensions

Opening larger than 100 feet	An additional \$2,000 bond for each additional 100 feet of road to be opened (Max bond of \$250,000)
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**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

DURANT ELECTRIC, LLC  
COMMERCIAL – RESIDENTIAL

LICENSE #23144

MIKE DURANT

BONDED – INSURED

OFFICE: 440.498.9394  
CELL: 440.567.5188

Invoice

PROPOSAL NO: 20202	DATE: June 6, 2020
PROPOSAL SUBMITTED TO:	
NAME: Tim	WORK TO BE PERFORMED AT:
ADDRESS: Kenwick Gazebo	ADDRESS:
CITY, STATE: Northfield Center, OH	CITY, STATE:
PHONE NO:	

We hereby propose to furnish the materials and perform the labor necessary for the completion of:

- Install 100 amp underground wire in PVC pipe
- Install feed up the CEI pole to transformer
- Install 100 amp outside main panel in gazebo
- Install 100 amp meter base to feed the main panel at pole
- Install six lights (jelly jar) in gazebo
- Install 4 plugs in gazebo
- Install motion sensor for gazebo lights
- Trenching not included

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of:

TOTAL \$4,200.00 (Four thousand two hundred dollars)  
\$2,000.00 Down  
\$2,200.00 Upon completion

Mike Durant and Durant Electric LLC are not responsible for any electrical service from another electrician that was done prior to the start of the proposal date. Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the final estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Respectfully submitted by: *Mike Durant*

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_