

Vernon Township
Zoning Board of Appeals
Meeting Minutes
December 3, 2024

The meeting was called to order at 6:30 pm.

Present: John Wolf, Janeene Temple, and Robert Conrad, Dan Bannister, and Mark Dyer

The agenda was presented and reviewed.

Motion: Robert Conrad motioned, and Janeene Temple seconded, to approve the agenda as presented. All were yes; the motion passed.

The minutes of August 5, 2024, were presented and reviewed.

Motion: Janeene Temple motioned, and Robert Conrad seconded, to approve the minutes of August 5, 2024, as presented. All were yes; the motion passed.

Public Hearing

A public hearing was called to address Dawn and Brian Hittle's variance request for 11542 E Prior Rd. The request is to provide a variance for three township zoning codes. Those codes are Article 3: Schedule of Regulations as it pertains to a requirement of 200' of road frontage, Article 6.2: Minimum Frontage and Access, as it pertains to road frontage and flag lots, and Article 6.4: Public Street standards, as it pertains to public street and road standards. The parcel in question does not currently have an address but is part of a group of parcels owned by the Hittles on Prior Rd.

Merilee Lawson, Assessor for Vernon Township, reviewed the request and why this request did not meet zoning requirements and required a variance. Dawn Hittle was present and gave an overview of what they were trying to accomplish: building a home on a parcel of farmland that is a flag lot. When the lot was purchased, an easement agreement was drawn up between the Hittles and the property owner at the front of their parcel. Since that agreement, a secondary non-written agreement was entered, according to Mr. Hittle, to allow the easement to be moved from the West side of the property to the East side so that the property owner could build a pole barn on the original easement. The Planning Commission reviewed the documentation and discussed various scenarios allowing this plan to proceed. Ms. Hittle was advised that she did not have proof that she had easement rights and that to move forward, there would need to be a private road put in to eliminate the flag lot and allow for proper road frontage and access. Since she did not have written proof that the property owner in the front would allow a private road and did not have details on how to accomplish a private road, the Planning Commission discussed tabling the variance to allow them time to get the required permission and documentation.

Motion: Janeene Temple motioned, and Dan Bannister seconded, to close the public hearing. All were yes. The hearing was closed at 7:49 p.m.

Motion: Robert Conrad motioned, and Janeene Temple seconded, to table Dawn and Brian Hittle's variance request to the January 7, 2025 meeting, allowing them time to obtain the necessary documentation to move forward. All were yes, and the motion passed.

Public Comment

None

New Business

There is no new business at this time.

Old Business

Zoning Board of Appeals By-Laws. The final Zoning Board of Appeals By-Laws were reviewed without further discussion.

Motion: Robert Conrad motioned, and Janeene Temple seconded to approve the Zoning Board of Appeals By-Laws and move them forward to the Township Board: Roll Call, all yes. Motion passed.

Staff Communications

With the election, Janeene Temple is no longer a township trustee. She would like to continue with the Zoning Board of Appeals and will be recommended to the next township board meeting.

The recording clerk will not be at the next meeting due to scheduled vacation, so the Deputy Clerk will be in attendance.

Motion: Dan Bannister motioned, and Janeene Temple seconded, to adjourn the meeting. All were yes, and the motion passed.

The meeting adjourned at 8:27 pm.

Susan Bannister
Recording Secretary
Vernon Township Clerk