



Proposed Amendments for Public Hearing

Zoning Amendment # 2025-004

Section 360.03 D – Minimum Project Area (Planned Commercial Developments)

Section 360.03 D Existing:

- D. No residential land may be considered as part of a Planned Commercial Development pursuant to this section until the Zoning Commission holds a public hearing on the proposal.
1. Notice of such public hearing shall be given by first class mail to the property owners within 500 feet of the property line of the property on which the use is proposed and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius. A "certificate of mailing" shall be obtained from the post office for each mailing.
 2. Further notice shall be given in one or more newspapers of general circulation in the Township at least 10 days before the date of said public hearing.

All notices shall set forth the time and place of the public hearing and the nature of the application. Failure of delivery of such notice shall not invalidate action taken on such application.

Section 360.03 D Proposed (shown in bold):

- D. No residential land may be considered as part of a Planned Commercial Development pursuant to this section until the Zoning Commission holds a public hearing on the proposal.
1. Notice of such public hearing shall be ~~given by~~ **provided via** first class mail **at least ten (10) days prior to the public hearing;** to the property owners ~~within 500 feet of the property line of who are contiguous to and directly across the street from~~ the property on which the use is proposed ~~and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius.~~ A "certificate of mailing" shall be obtained from the post office for each mailing.

2. Further notice shall be ~~given in one or more newspapers of general circulation in the Township~~ **provided by posting notice of the public hearing on the Township website** at least 10 days before the date of said public hearing.

All notices shall set forth the time and place of the public hearing and the nature of the application. Failure of delivery of such notice shall not invalidate action taken on such application.

Section 620.06 – Development Plan Review Procedures

Section 620.06 C Existing:

- A. Action By Zoning Inspector. The Zoning Inspector shall take action on applications for all permitted uses requiring review of development plans, except planned residential developments, planned commercial developments, and platted subdivisions.
 1. The Zoning Department shall give notice of development application by first-class mail to property owners within 500 feet of the property line of the property on which the use is proposed and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius. A “certificate of mailing” shall be obtained from the post office for each mailing. Failure of delivery of such notice shall not invalidate action taken on such application.

Section 620.06 C Proposed (shown in bold):

- C. Action By Zoning Inspector. The Zoning Inspector shall take action on applications for all permitted uses requiring review of development plans, except planned residential developments, planned commercial developments, and platted subdivisions.
 1. The Zoning Department shall give notice of development application by first-class mail to property owners ~~within 500 feet of the property line of~~ **who are contiguous to and directly across the street from** the property on which the use is proposed ~~and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius.~~ A “certificate of mailing” shall be obtained from the post office for each mailing. Failure of delivery of such notice shall not invalidate action taken on such application.

Section 620.06 D Existing:

- D. Action By Zoning Commission. The Zoning Commission shall act on applications for planned residential developments, planned commercial developments, and platted subdivisions.
1. The Zoning Commission shall hold a public hearing on the application. Notice of such public hearing shall be given by first class mail to property owners within 500 feet of the property line of the property on which the use is proposed and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius. A "certificate of mailing" shall be obtained from the post office for each mailing. Further notice shall be given in one or more newspapers of general circulation in the Township at least 10 days before the date of said public hearing. All notices shall set forth the time and place of the public hearing and the nature of the proposed development plan. Failure of delivery of such notice shall not invalidate action taken on such application.

Section 620.06 D Proposed (shown in bold):

- D. Action By Zoning Commission. The Zoning Commission shall act on applications for planned residential developments, planned commercial developments, and platted subdivisions.
1. The Zoning Commission shall hold a public hearing on the application. Notice of such public hearing shall be given by first class mail to property owners ~~within 500 feet of the property line of~~ **who are contiguous to and directly across the street from** the property on which the use is proposed ~~and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius.~~ A "certificate of mailing" shall be obtained from the post office for each mailing. Further notice shall be ~~given in one or more newspapers of general circulation in the Township~~ **provided by posting notice of the public hearing on the Township website** at least 10 days before the date of said public hearing. All notices shall set forth the time and place of the public hearing and the nature of the proposed development plan. Failure of delivery of such notice shall not invalidate action taken on such application.

Section 630.03 – Submission of Application (Conditional Zoning Certificates)

Section 630.03 Existing:

The owner, or agent thereof, of property for which such conditional use is proposed shall file with the Zoning Inspector an application for a conditional zoning certificate accompanied by payment of the required fee established by the Trustees. The application for a conditional zoning certificate

shall disclose all uses proposed for the development, their location, extent and characteristics and shall include the following:

- A. A development plan and associated documentation as required in Section 620.05 unless specific items required in Section 620.05 are determined by the Zoning Inspector to be inapplicable or unnecessary and are waived in writing by the Zoning Inspector.
- B. The last known names and addresses of the owners of all properties lying within 500 feet of any part of the property on which the conditional use is proposed.

Section 630.03 Proposed (shown in bold):

The owner, or agent thereof, of property for which such conditional use is proposed shall file with the Zoning Inspector an application for a conditional zoning certificate accompanied by payment of the required fee established by the Trustees. The application for a conditional zoning certificate shall disclose all uses proposed for the development, their location, extent and characteristics and shall include the following:

- A. A development plan and associated documentation as required in Section 620.05 unless specific items required in Section 620.05 are determined by the Zoning Inspector to be inapplicable or unnecessary and are waived in writing by the Zoning Inspector.
- B. The last known names and addresses of the owners of all **properties lying within 500 feet of adjacent to and directly across the street from** any part of the property on which the conditional use is proposed.

Section 630.07 – Public Hearing and Notice by Board of Zoning Appeals (Conditional Zoning Certificates)

Section 630.07 Existing:

The Board of Zoning Appeals shall hold a public hearing on the application. Notice of such public hearing shall be given by first class mail to the property owners within 500 feet of the property line of the property on which the use is proposed and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius. A "certificate of mailing" shall be obtained from the post office for each mailing. Further notice shall be given in one or more newspapers of general circulation in the Township at least 10 days before the date of said public hearing. All notices shall set forth the time and place of the public hearing and the nature of the proposed conditional use. Failure of delivery of such notice shall not invalidate action taken on such application.

Section 630.07 Proposed (shown in bold):

The Board of Zoning Appeals shall hold a public hearing on the application. Notice of such public hearing shall be given by first class mail to the property owners **within 500 feet of the property line of who are contiguous to and directly across the street from** the property on which the use is

proposed ~~and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius.~~ A "certificate of mailing" shall be obtained from the post office for each mailing. Further notice shall ~~be given in one or more newspapers of general circulation in the Township~~ **provided by posting notice of the public hearing on the Township website** at least 10 days before the date of said public hearing. All notices shall set forth the time and place of the public hearing and the nature of the proposed conditional use. Failure of delivery of such notice shall not invalidate action taken on such application.

Section 640.03 – Public Hearing by the Board (Appeals and Variances)

Section 640.03 Existing:

Upon receipt of the material related to the proposed action, the Board of Zoning Appeals shall set a date for a public hearing to consider the appeal. Notice of such hearing stating the time, place, and object of the hearing shall be sent by first class mail, addressed to the parties making the request for appeal, at least 10 days prior to the date of the scheduled hearing. Not less than 10 days prior to the date set for such hearing or appeal, written notice of such hearing shall be sent by first class mail to any person, firm, or corporation owning premises located within 500 feet of the property line to which such appeal or application relates and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius. A "certificate of mailing" shall be obtained from the post office for each mailing. Further notice shall be given in one or more newspapers of general circulation in the Township at least 10 days before the date of said public hearing. Failure of delivery of such notice shall not invalidate action taken on such application. The Board may recess such hearings from time to time, and, if the time and place of the continued hearing is publicly announced at the time of adjournment, no further notice shall be required. Any person may appear before the Board at the public hearing on the application and state their reasons for or against the proposal.

Section 640.03 Proposed (shown in bold):

Upon receipt of the material related to the proposed action, the Board of Zoning Appeals shall set a date for a public hearing to consider the appeal. Notice of such hearing stating the time, place, and object of the hearing shall be sent by first class mail, addressed to the parties making the request for appeal, at least 10 days prior to the date of the scheduled hearing. Not less than 10 days prior to the date set for such hearing or appeal, written notice of such hearing shall be sent by first class mail to ~~any person, firm, or corporation owning premises located within 500 feet of the property line to which such appeal or application relates and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius.~~ **to any person, firm, or corporation owning premises located within 500 feet of the property line to which such appeal or application relates and to adjacent property owners other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius.** A "certificate of mailing" shall be obtained from the post office for each mailing. Further notice shall be ~~given in one or more newspapers of general circulation in the Township~~ **provided by posting notice of the public hearing on the Township website** at least 10 days before the date of said public hearing. Failure of delivery of such notice shall not invalidate action taken on such application. The Board may recess such hearings from time to time, and, if the time and place of the continued hearing is publicly announced at the time of adjournment, no further notice shall be required. Any person may appear before the Board at the public hearing on the application and state their reasons for or against the proposal.

Section 660.03 B – Application Requirements for Map Amendments

Section 660.03 B Existing:

- B. Application Requirements for Map Amendments. Applications for amendments to the Zoning Map adopted as part of this Resolution shall be submitted to the Zoning Commission at a regularly scheduled meeting and shall contain at least the following information, unless otherwise instructed by the Zoning Commission during the preliminary discussion in Subsection 660.03A.
1. The name, address and phone number of the applicant and the property owner if other than the applicant;
 2. An accurate legal description of the parcel(s) to be rezoned, drawn by a registered surveyor;
 3. A statement of the reason(s) for the proposed amendment;
 4. Present use and zoning district, and the proposed use and zoning district;
 5. A vicinity map at a scale approved by the Zoning Inspector showing property lines, thoroughfares, existing and proposed zoning, and such other items as the Zoning Inspector may require;
 6. Existing topography at two-foot contour intervals of the property to be rezoned and extending at least 500 feet outside the proposed site, and including property lines, easements, street rights-of-ways, existing structures, trees and landscaping features existing thereon;
 7. The last known names and addresses of the owners of: all properties lying within 500 feet of any part of the property on which the zoning map amendment is requested, as shown upon the County auditor's current tax list; and adjacent properties other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500 feet radius.
 8. A statement on the ways in which the proposed amendment relates to the Comprehensive Plan;
 9. The payment of the application fee as established by Trustees.

Section 660.03 B Proposed (shown in bold):

- B. Application Requirements for Map Amendments. Applications for amendments to the Zoning Map adopted as part of this Resolution shall be submitted to the Zoning Commission at a regularly scheduled meeting and shall contain at least the following information, unless otherwise instructed by the Zoning Commission during the preliminary discussion in Subsection 660.03A.

1. The name, address and phone number of the applicant and the property owner if other than the applicant;
2. An accurate legal description of the parcel(s) to be rezoned, drawn by a registered surveyor;
3. A statement of the reason(s) for the proposed amendment;
4. Present use and zoning district, and the proposed use and zoning district;
5. A vicinity map at a scale approved by the Zoning Inspector showing property lines, thoroughfares, existing and proposed zoning, and such other items as the Zoning Inspector may require;
6. Existing topography at two-foot contour intervals of the property to be rezoned and extending at least 500 feet outside the proposed site, and including property lines, easements, street rights-of-ways, existing structures, trees and landscaping features existing thereon;
7. The last known names and addresses of the owners of: all properties ~~lying within 500 feet of contiguous to and directly across the street from~~ any part of the property on which the zoning map amendment is requested, as shown upon the County auditor's current tax list; ~~and adjacent properties other than the applicant regardless of the distance when the applicant owns separate parcel(s) within the 500-foot radius.~~
8. A statement on the ways in which the proposed amendment relates to the Comprehensive Plan;
9. The payment of the application fee as established by Trustees.

Section 660.03 F – Public Hearing and Notice by Zoning Commission

Section 660.03 F Existing:

- F. Public Hearing and Notice by Zoning Commission. The Zoning Commission shall set a date for a public hearing thereon, which date shall not be less than 20 nor more than 40 days from the date of the filing of the application. Notice of such hearing shall be given by the Zoning Commission by publication in one or more newspapers of general circulation in the Township at least 10 days prior to the date of the hearing. The published notice shall include the time and place of the public hearing, a summary of the proposed amendment and a statement that opportunity to be heard will be afforded to any person interested.

Section 660.03 F Proposed (shown in bold):

- F. Public Hearing and Notice by Zoning Commission. The Zoning Commission shall set a date for a public hearing thereon, which date shall not be less than 20 nor more than 40 days from the date of the filing of the application. Notice of such hearing

shall be ~~given by the Zoning Commission by publication in one or more newspapers of general circulation in the Township~~ provided by posting notice of the public hearing on the Township website at least 10 days prior to the date of the hearing. The published notice shall include the time and place of the public hearing, a summary of the proposed amendment and a statement that opportunity to be heard will be afforded to any person interested.

Section 660.03 G – Notice to Property Owners

Section 660.03 G Existing:

- G. Notice to Property Owners. If the proposed amendment intends to rezone or redistrict ten or fewer parcels of land, as listed on the County Auditor's current tax list, written notice of the hearing shall be mailed by the Zoning Commission, by first class mail, at least 10 days before the day of the public hearing to all owners of property within 500 feet of such area proposed to be rezoned or redistricted to the names and addresses of owners as shown upon the records of Portage County, or the list of property owners furnished by the applicant. The notice shall contain the same information as required of notices published in newspapers as specified in Subsection (e), above. Failure of delivery of such notice shall not invalidate any such amendment. A "certificate of mailing" shall be obtained from the post office for each mailing.

Section 660.03 G Proposed (shown in bold):

- G. Notice to Property Owners. If the proposed amendment intends to rezone or redistrict ten or fewer parcels of land, as listed on the County Auditor's current tax list, written notice of the hearing shall be mailed by the Zoning Commission, by first class mail, at least 10 days before the day of the public hearing to all owners of property **within 500 feet of contiguous to and directly across the street from** such area proposed to be rezoned or redistricted to the names and addresses of owners as shown upon the records of Portage County, or the list of property owners furnished by the applicant. The notice shall contain the same information as required of notices ~~published in newspapers as specified in Subsection (e), above~~ **placed on the Township website.** Failure of delivery of such notice shall not invalidate any such amendment. A "certificate of mailing" shall be obtained from the post office for each mailing.

Section 660.03 I – Public Hearing and Notice by Trustees

Section 660.03 I Existing:

- I. Public Hearing and Notice by Trustees. Upon receipt of the recommendation from the Zoning Commission, the Trustees shall set a time for a public hearing on the proposed amendment, which date shall not be more than 30 days from the date of the receipt of such recommendation from the Zoning Commission. Notice of the public hearing shall be given by the Trustees by at least one publication in one or more newspapers of general circulation in the Township at least 10 days before the

date of the required hearing. The published notice shall include the time and place of the public hearing, a summary of the proposed amendment and a statement that opportunity to be heard will be afforded to any person interested. During such 10 days, the text of the proposed amendment, the maps or plans, if applicable, and the recommendations of the Zoning Commission shall be on file for public examination in the office of the Township Fiscal Officer or in such other office as is designated by Trustees.

Section 660.03 I Proposed (shown in bold):

- I. Public Hearing and Notice by Trustees. Upon receipt of the recommendation from the Zoning Commission, the Trustees shall set a time for a public hearing on the proposed amendment, which date shall not be more than 30 days from the date of the receipt of such recommendation from the Zoning Commission. Notice of the public hearing shall be given by the Trustees by ~~at least one publication in one or more newspapers of general circulation in the Township~~ **publishing it on the Township website** at least 10 days before the date of the required hearing. The published notice shall include the time and place of the public hearing, a summary of the proposed amendment and a statement that opportunity to be heard will be afforded to any person interested. During such 10 days, the text of the proposed amendment, the maps or plans, if applicable, and the recommendations of the Zoning Commission shall be on file for public examination in the office of the Township Fiscal Officer or in such other office as is designated by Trustees.

Section 660.07 – Zoning Amendment Tracking Form

Section 660.07 Existing:

Zoning amendments shall be tracked from initiation throughout the entire due process by utilizing an Amendment Tracking Form. The Zoning Commission secretary will be responsible for the maintenance of Section I of Form 660.07A and the township Fiscal Officer will be responsible for the maintenance of Section II of Form 660.07A.

ZONING AMENDMENT TRACKING FORM

Section I – Zoning Commission

Amendment Number _____ Date Application Filed _____
Trustee _____ Zoning Commission _____ Property Owner _____ Other _____
Date of Legal Notice in Newspaper (§660.03F) _____
Date of Notice of Property Owner(s) (§660.03G) _____
Date Sent to Regional Planning Commission (§660.03D) _____
Date Regional Planning Commission Recommendation Received (§660.03D) _____
RECOMMENDATION OF REGIONAL PLANNING COMMISSION:
Approved _____ Disapproved _____ Modified _____
Date Sent to Prosecutor's Office (§660.03E) _____
Date Prosecutor's Office Input Received (§660.03E) _____
Date of Public Hearing of Zoning Commission (§660.03F) _____
DATE OF PUBLIC HEARINGS, IF CONTINUED _____
Date Recommendation by Zoning Commission (§660.03H) _____

RECOMMENDATION OF ZONING COMMISSION:

Approved _____ Disapproved _____ Modified _____
Date Forwarded to Township Trustees (§660.03H) _____

_____, Secretary of Zoning Commission

Section II - Trustees

DATE RECEIVED FROM ZONING COMMISSION (660.03H) _____
Date of Legal Notice In Newspaper by Trustees (§660.03I) _____
Date of Public Hearing of Trustees (§660.03I) _____
DATE OF PUBLIC HEARINGS, IF CONTINUED _____
Date Action of Township Trustees (§660.03J) _____
Approved _____ Disapproved _____ Modified _____
If approved or modified unanimously (§660.03K), Effective Date _____
If not unanimously over-ruled, (§660.03J), Effective Date _____
TRUSTEE RESOLUTION NUMBER _____
Date Petition for Referendum Filed (§660.03K) _____
Election Result (§660.03K) _____
Effective Date _____
Date Notice of results sent to Zoning Commission Secretary _____
Official Map Revised _____
Date Amendment with text and maps filed with County Recorder _____
Date Amendment with text and maps filed with the Reg. Plan. Comm. _____

FORM 660.07A _____, Fiscal Officer of Rootstown Township

Section 660.07 Proposed (shown in bold):

Zoning amendments shall be tracked from initiation throughout the entire due process by utilizing an Amendment Tracking Form. The Zoning Commission secretary will be responsible for the maintenance of Section I of Form 660.07A and the township Fiscal Officer will be responsible for the maintenance of Section II of Form 660.07A.

ZONING AMENDMENT TRACKING FORM

Section I – Zoning Commission

Amendment Number _____ Date Application Filed _____
Trustee _____ Zoning Commission _____ Property Owner _____ Other _____
Date of Legal Notice ~~in Newspaper~~ **on Township Website** (§660.03F) _____
Date of Notice of Property Owner(s) (§660.03G) _____
Date Sent to Regional Planning Commission (§660.03D) _____
Date Regional Planning Commission Recommendation Received (§660.03D) _____
RECOMMENDATION OF REGIONAL PLANNING COMMISSION:
Approved _____ Disapproved _____ Modified _____
Date Sent to Prosecutor's Office (§660.03E) _____
Date Prosecutor's Office Input Received (§660.03E) _____
Date of Public Hearing of Zoning Commission (§660.03F) _____
DATE OF PUBLIC HEARINGS, IF CONTINUED _____

Date Recommendation by Zoning Commission (§660.03H) _____
RECOMMENDATION OF ZONING COMMISSION:
Approved _____ Disapproved _____ Modified _____
Date Forwarded to Township Trustees (§660.03H) _____

_____, Secretary of Zoning Commission

Section II - Trustees

DATE RECEIVED FROM ZONING COMMISSION (660.03H) _____
Date of Legal Notice ~~In Newspaper by Trustees~~ on Township Website (§660.03I) _____
Date of Public Hearing of Trustees (§660.03I) _____
DATE OF PUBLIC HEARINGS, IF CONTINUED _____
Date Action of Township Trustees (§660.03J) _____
Approved _____ Disapproved _____ Modified _____
If approved or modified unanimously (§660.03K), Effective Date _____
If not unanimously over-ruled, (§660.03J), Effective Date _____
TRUSTEE RESOLUTION NUMBER _____
Date Petition for Referendum Filed (§660.03K) _____
Election Result (§660.03K) _____
Effective Date _____
Date Notice of results sent to Zoning Commission Secretary _____
Official Map Revised _____
Date Amendment with text and maps filed with County Recorder _____
Date Amendment with text and maps filed with the Reg. Plan. Comm. _____

FORM 660.07A _____, Fiscal Officer of Rootstown Township

Zoning Amendment # 2025-005

Section 150.02 B – Definitions

Proposed New Definition:

(175) SOLID WASTE FACILITY: Any site, location, tract of land, installation, or building used for incineration, composting, sanitary landfilling, or other methods of disposal of solid wastes or, if the solid wastes consist of scrap tires, for the collection, storage, or processing of the solid wastes; or for the transfer of solid wastes.

Section 370.03 D – Schedule of Permitted Uses, Industrial Districts

Section 370.03 D Existing:

	L-I Limited Industrial/ Business Park District	G-I General Industrial District
D. Storage/Distribution		
1. Contractor's yard and storage area	P	P
2. Mini/ self storage	C	P
3. Outdoor storage		
(a) Fleet vehicles	C	P
(b) Materials, equipment, supplies	C	P
4. Printing and Publishing	P	P
5. Scrap yards, junk yards, towing	C	C
6. Storage and sale of fireworks	C	C
7. Truck terminal	C	P
8. Warehousing	P	P
9. Wholesale establishment	P	P
10. Wholesale storage of gas and petroleum	C	P

Section 370.03 D Proposed (shown in bold):

	L-I Limited Industrial/ Business Park District	G-I General Industrial District
D. Storage/Distribution		
1. Contractor's yard and storage area	P	P
2. Mini/ self storage	C	P
3. Outdoor storage		
(c) Fleet vehicles	C	P
(d) Materials, equipment, supplies	C	P
4. Printing and Publishing	P	P
5. Scrap yards, junk yards, towing	C	C
6. Solid waste facility		C
6. 7. Storage and sale of fireworks	C	C
7. 8. Truck terminal	C	P
8. 9. Warehousing	P	P
9. 10. Wholesale establishment	P	P
10. 11. Wholesale storage of gas and petroleum	C	P