


# BOARD OF ZONING APPEALS

Norwalk, Ohio

## AGENDA

DATE: May 15, 2024  
TIME: 6:00 p.m.  
LOCATION: Ernsthausen Community Room

- I. PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. APPROVAL OF MINUTES
  - April 17, 2024
- IV. SWEARING IN OF APPLICANTS/AUDIENCE
- V. COMMUNICATIONS AND PETITIONS
- VI. NEW BUSINESS
  - **24-BZA-003 Gregory Hiltbrunner applied for a conditional use for the properties at 69 & 71 East Seminary Street**
- VII. UNFINISHED BUSINESS
- VIII. ADJOURNMENT



Jaime L. Peiples, Clerk  
Board of Zoning Appeals  
CC: Mayor, Zoning, Law, Fire, SSD

April 17, 2024  
6:00 p.m.

Ernsthausen Community Room  
Norwalk, Ohio

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## **BOARD OF ZONING APPEALS MINUTES**

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Mr. Roth called the meeting to order. The Pledge of Allegiance was recited. Roll call showed the following members present: Mike Roth, Greg Myers, Carol Wheeler, Josh Welfle, and Ed Ciersezwski. Zoning Officer Mitch Loughton was also present.

**MINUTES** Mr. Ciersezwski moved to approve the amended minutes from January 17, 2024, as presented. Mrs. Wheeler seconded. All members voted in favor. Motion carried.

**SWEARING IN OF APPLICANTS/AUDIENCE** Mr. Roth swore in applicants and members of the audience wishing to speak.

**COMMUNICATIONS** The clerk stated that the Fire Department has no objection to the variance request on the agenda.

## **NEW BUSINESS**

### **24-BZA-002 Ellet Neon Sales & Service on behalf of Ken Ganley Real Estate Investments is requesting a variance from NCO 1179.09**

Amy Noble was present to represent Ellet Neon Sales & Service, 3041 E. Waterloo Rd, Akron. Ms. Noble said there have been some changes since she applied for the variance. She said the old pylon sign was determined to be old and not easily modified. She said the new sign meets the City's requirements for height and square footage. She distributed updated plans. A copy is on file with the clerk.

Regarding the application for a setback variance, Ms. Noble said the new sign would be placed on an island on the northern end of the property. She said that the sign would be placed in the center of the island to avoid hanging over the curb which would make it a hazard for snowplows and traffic.

Mr. Ciersezwski asked how far the island is located from the northern property line. Ms. Noble said the current sign is approximately 187 feet south of the northern property line. She shared a site plan to better depict the location of the island and new sign location. A copy is on file with the clerk.

Mr. Roth asked what the hardship would be if the variance was not granted. Ms. Noble cited safety concerns related to the flow of traffic.

Mr. Welfle noted that each sign face was still barely over 50 square feet and so still needed to be part of the variance request.

Mrs. Wheeler moved to grant the variance based on the updated plans. Mr. Myers seconded. Mr. Roth, Mr. Ciersezwski, Mrs. Wheeler, and Mr. Myers voted in favor. Mr. Welfle abstained. Variance granted.

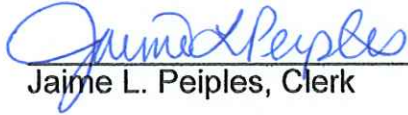
## ORGANIZATIONAL MEETING

Mr. Ciersezwski nominated Mr. Roth as Chairperson. Mr. Welfle seconded. Mr. Myers, Mrs. Wheeler, Mr. Ciersezwski, and Mr. Welfle voted in favor. Mr. Roth abstained. Mr. Roth elected Chairperson.

Mr. Ciersezwski nominated Mrs. Wheeler for Vice Chair. Mr. Welfle seconded. Mr. Myers, Mr. Roth, Mr. Ciersezwski, and Mr. Welfle voted in favor. Mrs. Wheeler abstained. Mrs. Wheeler elected Vice Chair.

Mr. Ciersezwski nominated Mr. Myers for Alternate Vice Chair. Mr. Welfle seconded. Mr. Roth, Mr. Ciersezwski, Mrs. Wheeler, and Mr. Welfle voted in favor. Mr. Myers abstained. Mr. Myers elected Alternate Vice Chair.

**ADJOURNMENT** There being no further business to discuss the meeting was adjourned.

  
Jaime L. Peiples, Clerk

# Memo

**To:** The Board of Zoning Appeals  
**From:** Mitch Loughton, Zoning Officer  
**Date:** 4/30/2024  
**Re:** Application 24-BZA-003

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Gregory Hiltbrunner, with permission from the current property owner, is requesting a conditional use for the property at 69 & 71 E. Seminary Street, with the Parcel IDs 33-0240-11-012-0000 & 33-0240-11-013-0000. The front sections of these parcels are currently zoned B-4 General Business. He is requesting a conditional use for a business that does woodworking, carpentry and mill working. This is a listed conditional use for the B-4 zoning district according to NCO 1161.01.B.2, which states building materials, sales yard, and lumber yards, including mill work when within a completely enclosed building.

Mr. Hiltbrunner is wanting to establish a carpentry and woodworking business on the property that will include some light mill work and will be within a completely enclosed building. Further details about his business are included in the application.

CASE 24-BZA-003 APPLICATION UNDER THE ZONING ORDINANCE  
CONDITIONAL USES OR SPECIAL EXCEPTIONS

Board of Zoning Appeals  
38 Whittlesey Avenue  
Norwalk, OH 44857  
(419) 663-6760

(a) Requesting the conditional use approval for 69 & 71 E Seminary St. Norwalk, OH 44857 to establish a woodworking business on the property.

(b) This woodworking business will create and sell custom wooden furniture, personalized gifts, and unique woodworking commissions. We will work small orders and low volume production with one to two employees. There will be light mill work to include saws, jointers, planers and CNC routers. The loudest piece of equipment produces a maximum of 100 db. The current brick wall structure of the woodworking shop will reduce the db noise level 40 db. There will also be added noise reduction equipment internal to the building. Hours of operations would be Monday through Friday from 9:00 am to 5:00 pm, but this would not be a constant mill work operation, the equipment will not run for more than 4 hours consecutively within a single day.

(c) The specific code section is 1161.01.B.2 refers to mill work being a conditional use for the B-4 zone.

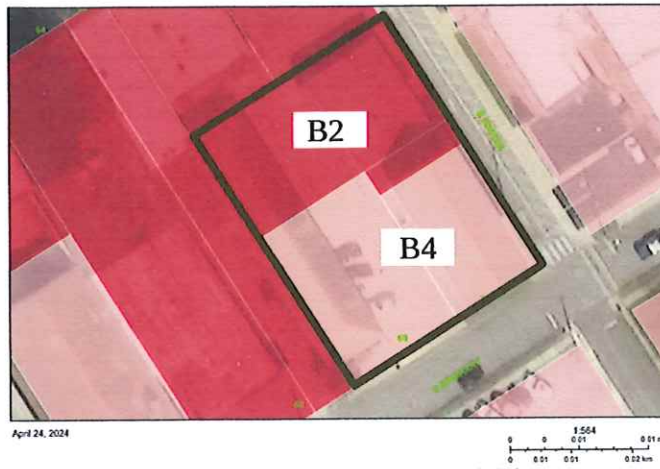
(e)



April 24, 2024

1:564  
0 0.01 0.01 0.02 mi  
0 0.01 0.01 0.03 km  
Mauro Morisoft

(f) Currently the zoning on the property is B2 Downtown Business and B4 General Business as seen in the picture. After purchasing the property we will work with the zoning office to zone it app appropriately to B4 general business.



**NAMES AND ADDRESSES**

Applicant: Gregory S. Hiltbrunner  
Owner: Taylor W. Hart

Address: 181 Benedict Ave, Norwalk, Oh 44890  
Address: 530 State Route 61 E, Norwalk, Oh 44857

**TO THE BOARD OF ZONING APPEALS, City of Norwalk, Ohio:**

The undersigned, Gregory Hiltbrunner, hereby applies for permission to establish a woodworking business on the property with conditional use approval for 69 & 71 E Seminary St. Norwalk, OH 44857 in accordance with plans, application and all data heretofore filed with the Zoning Inspector, all of which are hereto attached and made a part of this application. No previous application or appeal under the City of Norwalk, Ohio, Zoning Ordinance has been made by me affecting these premises. I hereby depose and say that all the above statements contained in all exhibits transmitted herewith are true.

Applicant [Signature]  
Sworn to and subscribed before me, the 30 day of April, 2024.

My Commission expires Aug 31, 2024

Notary Public [Signature: Jay A. Ewell]

**JAY A. EWELL**  
NOTARY PUBLIC, STATE OF OHIO  
My Commission Expires Aug 31, 2024



## MEMORANDUM

I hereby grant permission for Greg Hiltbrunner of Norwalk, Ohio, to apply for a conditional use permit for property which I currently own in the City of Norwalk, Ohio. The property is located at the intersection of East Seminary St. and South Foster St. and is more fully described as the following Permanent Parcel numbers listed on the Huron County Auditor website:

330240110120000

330240110130000

330240110140000

330240110150000

Submitted by:

W. Taylor Hart  
530 State Rte. 61  
P.O. Box 584  
Norwalk, Ohio 44857

SIGNED: \_\_\_\_\_



DATE: \_\_\_\_\_

4/30/24.