

GENERAL INFORMATION

Subject

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| Request | - | Amendment to the Sylvania Township Zoning Resolution updating the public notice requirement |
| Location | - | Sylvania Township |
| Applicant | - | Sylvania Township Board of Trustees |

STAFF ANALYSIS

The Sylvania Township Zoning Commission requests an amendment to the Sylvania Township Zoning Resolution to update the public notice requirements reflective of House Bill 315. House Bill 315 was a bill that was passed into law on January 2nd, 2025 and became effective on April 3, 2025 that allows townships to publish various required public notices online or on social media instead of newspapers. Under the bill, townships will decrease public notice costs in certain circumstances.

The bill allows townships to forego newspaper advertising and either publish via the state public notice website or the township's website and social media account. After Washington Township pursued this option last month, Sylvania Township requested to follow House Bill 315. Staff supports the townships request and the amendment is shown in EXHIBIT "A."

STAFF RECOMMENDATION

The staff recommends that the Lucas County Planning Commission recommend an approval of the proposed amendment to the Sylvania Township Zoning Resolution shown in EXHIBIT "A" to the Sylvania Township Zoning Commission and Township Trustees.

TEXT AMENDMENT
SYLVANIA TOWNSHIP
LUCAS COUNTY PLANNING COMMISSION
REF: Z20-C1082
DATE: July 23, 2025
TIME: 9:00 A.M.

MLM
EXHIBIT "A" follows

EXHIBIT "A"

(Deletions in strike out, additions in bold italics)

1503 PROCEDURE

- A. The hearings of the Zoning Commission shall be public, whereas the applicant shall appear in person or be represented by a duly authorized agent at said hearing. The Board of Township Trustees shall, upon the passage of such resolution, certify it to the Township Zoning Commission. Amendments or supplements to this Zoning Resolution may initiate passage of a resolution by the Board of Township Trustees, a motion by the Zoning Commission, or the filing of an application by at least one (1) owner or a duly authorized agent for the property owner within the area proposed to be changed.
- B. Upon the day for hearing an application, the Board may continue the said hearing in order to obtain additional information, or to cause such further notice as it deems proper, to serve upon other property owners as it decides may have substantial interest in said application or appeal. In the case of a continued hearing, persons previously notified and persons already heard need not be re-notified of the time of resumption of said hearing unless the Board so decides, provided that the matter is decided within appropriate time parameters.
- C. LUCAS COUNTY PLANNING COMMISSION HEARING. Within five (5) days after the application for change in the Zoning Resolution or Districts, the Zoning Commission shall transmit a copy with text and map thereof, to the County Planning Commission. Zoning hearing will be set to be no sooner than twenty (20) nor more than forty (40) days from the date of application. This Commission shall hold a public hearing on the proposed amendment and recommend approval or denial of the said amendment, including text or maps, or approval with some modification of it and submit its recommendation to the Township Zoning Commission. Such recommendation shall then be considered at a public hearing held by the Zoning Commission on said proposed amendment or supplement.
- D. ZONING COMMISSION HEARING. The Zoning Commission shall set a date for a public hearing, which date shall not be less than twenty (20) days and not more than forty (40) days from the date of the certification of such resolution, or the date of the adoption of such motion, or the date of the filing of application.
 - 1. If the proposed amendment or supplement intends to rezone or redistrict ten or less parcels of land, as listed on the tax duplicate, written notice of the hearing shall be mailed by the Zoning Commission by first class mail, at least ten (10) calendar days prior to the date of the public hearing to property owners that are contiguous to and directly across the street within two hundred (200) feet of proposed amendment. Notice shall be mailed to the address of owners appearing on the County Auditor's current tax list or the Treasurer's mailing list or other list specified by the Board of County Commissioners. Failure to notify, as provided in this section, shall not invalidate any such recommendation.

EXHIBIT "A"

(Deletions in strike out, additions in bold italics)

2. Notice shall be ~~published in one (1) or more newspapers of general circulation in the Township~~ ***posted on the Sylvania Township, Lucas County, Ohio website and /or the Township's social media*** at least ten (10) days before the hearing. It shall state the time and place the proposed amendment to the Resolution, including text and maps may be examined. A statement shall also be made in the notice that, at the conclusion of such hearing, the matter will be referred to the Board of Township Trustees for final determination.
 3. The Zoning Commission shall then hold a public hearing to study the proposed change in terms of public necessity, convenience, general welfare, and good zoning practice. Within thirty (30) calendar days after such hearing they shall recommend approval or denial of the proposed application, or the approval with some modification of it, and submit that recommendation together with the motion, application, or resolution involved, the text and map pertaining to the proposed amendment, and also the recommendation of the County Planning Commission to the Board of Township Trustees.
- B. TRUSTEE HEARING. Within thirty (30) calendar days from the receipt of the recommendation of the Zoning Commission, the Board of Township Trustees shall hold a public hearing.
1. Written notice of the hearing shall be mailed by first class mail at least ten (10) calendar days prior to the date of the public hearing to property owners that are contiguous to and directly across the street that are within two hundred (200') feet of proposed amendment. Said notices shall be mailed to the address of such owners appearing on the County Auditor's current tax list or other list that may be specified by the Board of County Commissioners. Failure to notify as provided in this section shall not invalidate any decisions rendered.
 2. Notice shall be ~~published in one (1) or more newspapers of general circulation in the Township~~ ***posted on the Sylvania Township, Lucas County, Ohio website and /or the Township's social media*** at least ten (10) days before the hearing day. It shall state the place and times the proposed amendment to the Resolution, including text and maps, may be examined.
 3. The Board of Township Trustees shall consider such recommendations from the County Planning Commission and Township Zoning Commission and vote on the passage of the proposed amendment to the Resolution, text or Zoning District Map. The Trustees may, by majority vote, approve, deny or modify the recommended zoning amendments of the Township Commission.

EXHIBIT "A"

(Deletions in strike out, additions in bold italics)

1601 HEARINGS

- A. The hearings of the BZA shall be public whereas the property owner or duly authorized agent shall attend said hearing.
- B. The Board shall set a reasonable time for the hearing of a Variance, Exception, Conditional Use, or an Appeal, give at least ten (10) days public notice thereof ~~in a newspaper of general circulation~~ ***posted on the Sylvania Township, Lucas County, Ohio website and/or the Township's social media*** in the Township and to parties within two hundred (200) feet of said request.
- C. The Board may adjourn a hearing in order to obtain additional information or to cause such further notice, as it deems proper, to serve upon other property owners as it decides may have substantial interest in said application or appeal. In the case of a continued hearing, persons previously notified and persons already heard need not be notified of the time of resumption of said hearing unless the Board so decides.