

# Ravenna Township Board of Zoning Appeals Meeting Minutes

Jeff Gaynor, Remy Arness, Gary Long, Claire Moore, JoAnn McEwen

A public hearing of the Ravenna Township Board of Zoning Appeals was advertised and held at 6:00PM, on Wednesday, March 12, 2025, at 6145 S. Spring Street., Ravenna, Ohio 44266.

The meeting was called to order at 6:00pm by Chairman Remy Arness. Administrative Assistant took the roll call: Remy Arness, yes; Gary Long, yes; Jeff Gaynor, yes; Kerry Hollender (Alternate), yes; Claire Moore, yes; JoAnn McEwen, yes; Lori Rotondo, Zoning Inspector, yes; Melissa Murphy, Administrative Assistant, yes. A quorum was recognized for the record.

Audience:

- Jim Baffone, 1428 Colony Drive, Streetsboro, OH, Applicant
- Shawna Baffone, 1428 Colony Drive, Streetsboro, OH
- Jim DiPaola, 3201 Summit Street, Ravenna, OH, Trustee

This meeting was the first meeting of the year; therefore, the Board nominated the Chairman, Vice Chairman and Secretary for 2025.

Claire made motion #2025-01 to nominate Remy Arness as the Chairman of the Board for 2025. Gary seconded the motion. RC: Jeff Gaynor, yes; JoAnn McEwen, yes; Gary Long, yes; Remy Arness, yes; Claire Moore, yes. Motion Passed.

JoAnn made motion #2025-02 to nominate Claire Moore as the Vice Chairman of the Board for 2025. Gary seconded the motion. RC: Jeff Gaynor, yes; JoAnn McEwen, yes; Gary Long, yes; Remy Arness, yes; Claire Moore, yes. Motion Passed.

Claire made motion #2025-03 to nominate JoAnn McEwen as Secretary of the Board for 2025. Gary seconded the motion. RC: Jeff Gaynor, yes; JoAnn McEwen, yes; Gary Long, yes; Remy Arness, yes; Claire Moore, yes. Motion Passed.

The Board heard from James Baffone regarding BZA #2024-013, a case that was originally heard on October 9, 2024. James, owner of 6538 Cleveland Road, Ravenna, Ohio 44266, requested a conditional use permit to have a two-family dwelling where only a one family dwelling is permitted. James explained that he has been in constant communication with Portage County since October and feels that progress has been made and he simply needs this Boards approval to move forward with inspections and permits.

James reiterated to the Board information on the property that he gave in October of 2024 at his first hearing. The previous home on the property burnt down, so that tenant started remodeling the garage into a dwelling but then he was incarcerated. James was unaware that permits etc. were needed so he hired contractors to complete the renovation and also to convert the garage into an upstairs/downstairs duplex. He is now trying to rectify this situation with all involved agencies. While James and his wife

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frequently travel out of state they, along with their son, now plan to make regular visits to the property to make sure it gets completed.

Claire made a motion #2025-04 to approve the conditional use permit with conditions. JoAnn seconded the motion. The conditions are as listed: The Board asked for this project to be completed within one year, however if there are any hold-ups with permits, inspections etc. James can return to the Board and ask for a 6-month extension. Keep Zoning Inspector, Lori Rotondo, informed of the status of any needed permits or inspections along the way. During the first year James is to perform and report monthly on site inspections to Lori. After the first year the inspection reports are to be done every 6 months for one year at which point they end. Remy Arness, yes; Jeff Gaynor, yes; JoAnn McEwen, yes; Gary Long, yes; Claire Moore, yes. Motion Passed.

Gary made motion #2025-04 to journalize the Boards decision. Jeff seconded the motion. Remy Arness, yes; Jeff Gaynor, yes; JoAnn McEwen, yes; Gary Long, yes; Claire Moore, yes. Motion Passed.

Claire made motion #2025-05 to approve the meeting minutes from December 11, 2024. JoAnn seconded the motion. Remy Arness, yes; Jeff Gaynor, yes; JoAnn McEwen, yes; Gary Long, yes; Claire Moore, yes. Motion Passed.

Jeff Gaynor announced to the Board that he has submitted his letter of resignation to Melissa & Lori to present to the Board of Trustees at the next Trustees Meeting. The Board of Zoning Appeals thanked Jeff him for his 24 years of service to the Township.

Jeff made a motion to adjourn the meeting at 7:00PM, March 12, 2025. Claire seconded the motion. Remy Arness, yes; Jeff Gaynor, yes; JoAnn McEwen, yes; Gary Long, yes; Claire Moore, yes. Motion Passed.



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Chair



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Zoning Inspector

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Administrative Assistant