



Berkshire Township Zoning Commission
Regular Meeting Minutes
February 29, 2024

Call to order: Chair Damita Peery called the meeting to order at 7 p.m.

Determination of a quorum/rollcall: Members present were Jon Kerr, Damita Peery, Austin Slattery, Phil Pifer, and Matt Allen. Also present were Zoning Inspector David Weade and Administrator Tyler Lane.

Motion to approve the minutes:

A motion was made to approve the February 1, 2024, meeting minutes by Austin Slattery, seconded by Jon Kerr. The motion was approved 3-0 with Damita Peery and Phil Pifer abstaining.

Chair Damita Peery read the commission's statement of policy.

Announcements:

Our meeting this evening will conclude at 10p.m. Any unfinished business will be continued to March 7, 2024, at 7 p.m. at the Berkshire Township Hall located at 1454 Rome Corners Road, Galena Ohio 32021.

Our next regularly scheduled meeting will be April 4, 2024.

Continuance from prior meeting:

Application 23-077 Guider Winkle representing Sunscapes Landscaping and Ground Maintenance.

Continued from the February 1, 2024, meeting. The original hearing date was July 6, 2023.

Chris Winkle shared updates with the commission including handouts identified as Exhibit 2-29-1 listing specific changes to the application and Exhibit 2-29-2 showing the updated landscape plan for the property. Also, Chris Winkle requested that the addition of Buckeye Dumpsters which had been added to the original application be removed. Winkle also supplied the updated traffic counts with the Dumpster business removed.

Board questions of the applicant included verification of just one dumpster will be on the property and used by the applicant for their business trash. Other questions included verification of the divergence to allow stone parking in the rear of the building and dust control measures were to be used.

There was discussion on the mounding and landscaping on the sides and rear of the parking area of the property as shown. Current plans are the ground from the mounding to the rear of the property will still be farmed. Updated architectural looks of the building included white sided trimmed in black and Black roof. The front of the building will include a thirty-inch cultured stone base with shuttered windows, 3 cupolas, and decorative angle supports on the porch posts.

Chair Peery asked for public discussion. There was none. A motion was made by Slattery to approve application # 23-077 including the two divergences. Motion was seconded by Pifer. Motion passed 5-0.

New Business:

Application # 24-017 Englefield Oil. Major modification to the Final Development Plan. John Gordon, representing Englefield Oil, discussed their plans to tear down all structures at the B P Gas station and Dutchess Store at the corner of State Route 37 and the private drive to the Bob Evans Subdivision. The new plan will include new pump canopies and convenience store, and new traffic patterns. The westmost entrance to Route 37 will be eliminated. Mr. Gordon outlined the new landscaping, traffic pattern, architectural elevations, parking, and lighting.

Inspector Weade stated the current zoning on the property is Planned Commercial Development (PCD). The property was originally rezoned to commercial in the early 1980's before the township added planned districts to their code. Because this is a complete tear down and rebuild the new plans must conform to the new planned district. Weade discussed issues with the property conforming to the new code requirements, mainly the fifty percent lot coverage requirement. The commission asked questions concerning the entrances, number of pumps, new tank locations and unloading areas. Peery specifically questions dumpster screening. The applicant stated the screening will be a split block wall with landscaping around. All heating and cooling units will be roof mounted units. He also stated that there will be eighty- three percent lot coverage. They will eliminate 3 parking spaces to add to that total. Other discussions included storm water and building looks. It was noted that this application does not include the existing pole sign which does not conform to our sign code.

Chair Peery asked for public discussion. There was none. Jon Kerr made the motion to approve application # 24-017 including the divergence on lot coverage of eighty-three percent. Motion was seconded by Allen. Motion passed 5-0.

Application # 24-018 AMH Development LLC. Major modification to the final development plan of Berkshire Crossing that was approved in 2021. James Martin, speaking on behalf of the applicant, is requesting to eliminate the pool and club house from the approved plan and add a pocket play ground and additional walking path around the larger retention pond. The change is requested because of the short useful time of a pool. He explained the park and path would have a longer use per year. He handed out a letter from Nationwide Realty showing their suggestions for the change as the master developer of the area.

The board discussed options on the playground, gathering space options such as a shelter house, seating, and shade options for both the park and path. Mr. Martin asked if he could continue his request to a future meeting after receiving the board's thoughts and opinions.

Slattery made a motion to continue application to the May 2, 2024, meeting. Motion second by Kerr. Motion passed 5-0.

Application # 24-019 Resolution (2024-2-6) initiated by the Berkshire Township Trustees requesting the commission to review Article 16 of the Berkshire Township Resolution. Administrator Lane shared the thoughts of the trustee request. Specifically, the southwest quadrant as defined in Article 16.


Discussion included both density and height requirements in multi family housing in this area. The suggestion was in Article 16 Section 16.08 C. (1) to change the maximum density from 300 to 460 dwelling units. Also, in Article 16.08 E. (2A) to change the building height from two to three stories. General discussions included the extension of Four Winds Drive, what happens to 3 B&K Road, and the ability to keep this area in Berkshire Township. Under public discussion Mary Howard asked Administrator Lane to better define the area affected.

A motion was made by Kerr to approve application # 24-019 with the two changes. Seconded by Peery. Motion passed 5-0.




Inspector Weade explained that this vote was a recommendation to the trustees. The trustees will hear the application at their April 8, 2024, regular meeting.

With no further business at 9:20 p.m. Pifer moved to adjourn seconded by Kerr. Motion passed 5-0.

Meeting Secretary Signature





Berkshire Township ~~Trustee~~ Approvals

Fiscal Officer