



**Berkshire Township Board of Zoning Appeals
Regular Meeting Minutes
March 20, 2024**

Call to Order: Kim Zianno Hartman called the meeting to order at 7:03 p.m.

Determination of a Quorum/Roll Call: Members Dorothy Kerr, Kim Zianno Hartman, Scott Lillie, Tony Lonigro, James Spurrier, and Ellen Ebe (Alternate). Also, present were David Weade, Zoning Inspector.

Motion to approve the minutes: A motion to approve the meeting minutes from the November 15, 2023, meeting was made by Kim and seconded by Dorothy. The motion was approved 5-0.

Introduction of new board member Tony Lonigro.

Election of Chair and Vice Chair. Zoning Inspector Weade explained to the board that every year a new chair and vice chair for a one-year term. Because this is the first meeting in 2024 the positions were to be filled. Inspector Weade oversaw the process. Asking for nominations for Chair Tony nominated Kim and was seconded by Jim. Nominations were closed. Kim was elected by unanimous ballot. Weade asked for nominations for Vice Chair. Ellen nominated Jim, seconded by Kim. Nominations were closed. Jim was selected by unanimous ballot. The meeting was then turned over to newly elected Chair Kim.

Announcements: Statement of Policy

As is the adopted policy of Berkshire Township, all applicants will be granted an opportunity to make their formal presentation. Following the applicant's presentation preliminary questions or points of clarification from the board will be allowed. The audience will then be granted an opportunity to comment. Each individual will be granted 3 minutes. We ask that you be brief and to the point. The Chairperson may limit repetitive comments and close public comments after a reasonable time. The board will follow with questions and take action if needed.

Participants Sworn in by Zoning Inspector David Weade:

John Gordon
Roger Kessler

New Business:

Application # 24-017 Kessler Sign Company. Request for a conditional use for the pole sign of Englefield Oil located at 7331 State Route 37, Sunbury, Ohio, 43074.

John Gordon, representing Englefield Oil, explained they are demolishing the entire property to rebuild a new service center including a Duchess convenience store. The car wash will be eliminated. They also plan on removing the western drive to Rout 37. All traffic will use the Eastern entrance as a right in and right out. They were required to apply for a major modification to their final development plan with the zoning commission. Their plan was approved without the pole sign. Because the sign is non-conforming to the current sign code it would need to be removed. Based on Article 24 of the Zoning Resolution they have the option of asking for a conditional use to keep the sign. Mr. Gordon shared pictures of the current sign and what issues a monument sign would create. He also handed out a survey showing the utility easements and Right of Way setbacks to show were by code a sign would need to be placed.

Questions and discussions from the board included clarification of entrance and exits, the size of the current sign, and what restrictions the easements created. Tony questioned why the sign needed to be so tall. Could the monument sign shown on the shared pictures be placed on the current polls? Other board members also questioned why a smaller version could not be used. Site restrictions were discussed. The board felt if the current poles were to be used then site would not be restricted. They made reference to Article 24.03 C. The alteration or reconstruction of a non-conforming use, structure, sign or building provided that such will make non-conforming use substantially more in character with its surroundings.

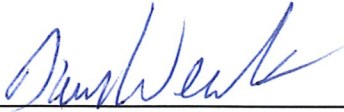
Roger Kessler, Kessler Sign Company shared concerns if the current poles would withstand the change and how to connect engineering wise to install a smaller sign.

Inspector Weade explained to the board they have 3 options to consider. They may approve or deny the application or approve the conditional use that would bring the sign issue more into character with the conditional use requirements. After further discussion by the board the applicant asked if they could discuss the issue amongst themselves in private. After a brief pause in the meeting the applicant requested the board to continue the meeting at a future date. A motion was made by Tony to continue the hearing to April 17, 2024, at 7 pm at the Berkshire Township Hall, 1454 Rome Corners Road, Galena Ohio. Motin was seconded by Dorothy. Motion passed 5-0. Inspector Weade asked for any additional information from the applicant be in our office by April 11, 2024.

Other Business: New Code changes adopted. New sections printed for the board.

Regional Planning Commission Updates: NONE

Adjournment: Dorothy motioned to adjourn the meeting at 8:04pm. Jim seconded. Motion approved 5-0.

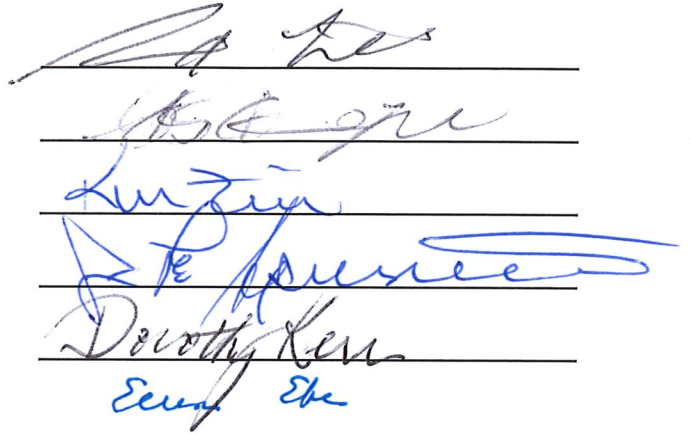


Zoning Inspector

Meeting Secretary

Date

4-17-24



Board Members

