



Berkshire Township Board of Zoning Appeals
Regular Meeting Minutes
April 15, 2026, 7:00pm

Call to Order: Kim called the meeting to order at 7:00 p.m.

Determination of a Quorum/Roll Call: Members Dorothy Kerr, Fred Grunewald, James Spurrier, Kim Zianno Hartman, and Ellen Ebe present. Also, present were David Weade, Zoning Inspector and Alison Newton, Meeting Secretary.

Motion to approve the minutes:

Ellen made a motion to approve the meeting minutes from August 20, 2025th Dorothy seconded. Kim abstained. Motion approved 4-0.

Ellen made a motion to approve the meeting minutes from February 18th, 2026. Kim seconded. Jim and Dorothy abstained. Motion approved 3-0.

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

New Business:

Application #26-031 Ashley Gilbert. Request for a variance on the rear yard setback.

The applicant introduced herself and explained her variance request on her rear yard setback in order to build a pool. She explained they have a patio that was built some time ago before thinking about the idea of having a pool so they realized that there would need to be a variance so they can keep the patio intact.

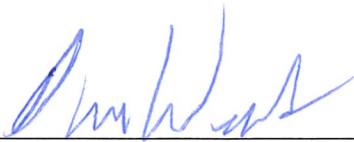
Jim asked if she has contacted the HOA and the applicant said that they are aware she is presenting to the BZA and will send them the documents if approved tonight. Dorothy asked what is behind her lot and Ashley said she backs up to greenspace, no yard. Kim asked if the pool doesn't go where it is proposed, if she would have to remove part of the patio and the applicant acknowledged this, there would be about 4 feet of the existing patio removed. Jim questioned the side yard easement and the possible

orientation of the pool and the applicant provided context of the layout. Jim asked about the HOA pre-approval and Ashley noted that she has been in contact with them and thought getting approvals from this board would come first.

Jim made a motion to approve Application #26-031. Fred seconded. Motion approved 5-0.

Other business: none

Adjournment: Ellen made a motion to adjourn the meeting at 7:15pm, Dorothy seconded. Motion approved 5-0.



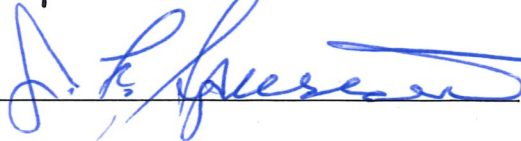
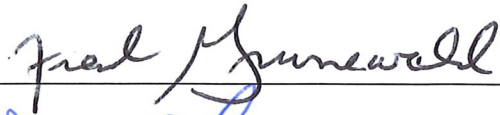
Zoning Inspector



Meeting Secretary

7.15.26

Date



Board Members