

**BERKSHIRE TOWNSHIP ZONING OFFICE**

1454 Rome Corners Road

Galena, Ohio 43021

740-965-2992, Ext. 1

[Berkshire.zoning@gmail.com](mailto:Berkshire.zoning@gmail.com)

[www.berkshiretpw.org](http://www.berkshiretpw.org)

Application # _____
Date received _____
Township Fee \$ _____
Make Check Payable to Berkshire Township
DCRP Fee \$300.00 _____
Make Check payable to Delaware County Regional Planning

**Application for Planned Mixed Use District Zoning (PMUD) Circle one: PMUD Article 16 Article 17**

Name of applicant \_\_\_\_\_ Contact name \_\_\_\_\_

Address of applicant \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Phone \_\_\_\_\_ Email \_\_\_\_\_

Name of Property owner \_\_\_\_\_

Address of property owner \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Location/address of property to be rezoned \_\_\_\_\_

Parcel number(s) \_\_\_\_\_

Current zoning \_\_\_\_\_ Current use \_\_\_\_\_ Total acres \_\_\_\_\_

NCAIS Code No. \_\_\_\_\_ Proposed Use \_\_\_\_\_ Acres to rezone \_\_\_\_\_

**Submittal Requirements. The following must be submitted *with the correct application fee*:**

See Berkshire Township Zoning Fees sheet online at <http://www.berkshiretpw.org/berkshire-township-zoning-laws.html>) for complete fee list. Make check payable to Berkshire Township.

The applicant(s) shall prepare and submit **eight (8) copies of this application, the Development Plan, and all attachments, along with an electronic copy and all applicable fees** to the Berkshire Township Zoning Commission. The application shall be signed by the applicant and all owners of property included in the application. The Berkshire Township Zoning Commission may request that any county agency and/or any committee of the Delaware County Regional Planning Commission submit comments for consideration at the meeting.

The undersigned hereby certify that the information contained in this application and its supplements are true, correct, and complete. The undersigned agree to be bound by the provisions of the Berkshire Township Zoning Resolution, and also gives Berkshire Township permission to place signage on the subject property to announce hearings.

Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

The Application shall be accompanied by a development plan and the following supporting information and documentation in text and map form: 16.06 (B) or 17.06 B)

1. A survey plat and legal description by a registered Ohio surveyor showing the size and location of the proposed development.
2. A grading plan drawn to scale, showing all information pertaining to surface drainage.
3. A detailed landscape plan shall be submitted with the development plan and shall be subject to approval as part of the development plan. It shall depict and identify all proposed landscaping features.
4. A detailed signage and exterior lighting plan shall be submitted with the development plan and shall be subject to approval as part of the development plan.
5. A detailed parking and loading plan shall be submitted with the development plan and shall be subject to approval as part of the development plan.
6. An explanation of the method/structure and proposed documentation and instruments to be used in order to perpetually own, maintain, and preserve the open space, as required, that is unified and permanently protected. The location, size and proposed spaces are to be detailed.
7. A complete development plan which shall contain **ALL** the information/materials listed in section 16.06(C) or 17.06 (C) of the Berkshire Township Zoning Resolution.

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

Applicant and property owner(s) certifies that all information contained herein is true and accurate and is submitted to induce the issuance of the requested zoning change. Applicant agrees to be bound by the provisions of the zoning resolution of Berkshire Township, Delaware County, Ohio.

Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Property owner(s): \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE:** The initial application fee covers **TWO** Zoning commission hearings. If additional hearings are requested by the applicant, additional fees will be charged in accordance with the adopted fee schedule and are payable before the next hearing will be scheduled.

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

## For Zoning Commission Use Only:

### Section 16.06

E.) Basis of Approval. In determining whether or not to approve an Application and Development Plan, the reviewing authorities shall consider the following:

- 1.) Whether the proposed Application and Development Plan are consistent in all aspects with the purpose, criteria, intent, and standards of this Zoning Resolution and whether any divergence is warranted by the design and amenities incorporated in the Development Plan.
- 2.) Whether the proposed Application and Development Plan meet all of the design features required in this Zoning Resolution.
- 3.) Whether the proposed Application and Development Plan are compatible with the existing land use character, consistent with the intent and purpose of **Article 16 OR Article 17** of this Resolution, and are in keeping with the Berkshire Township, Delaware County, Ohio Comprehensive Plan (the "Comp Plan") and other applicable public plans for the area.
- 4.) Whether the proposed development will be adequately served by essential public facilities and services including, without limitation, roads, walkways and bike paths, police and fire protection, drainage structures, potable water and centralized sanitary sewers or other approved sewage disposal systems.
- 5.) Whether the proposed Application and Development Plan promote greater efficiency in providing public and utility services and encouraging innovation in the planning and building of all types of development.
- 6.) Whether the proposed development can be made accessible through existing Township roadways or roadways and lane improvements actually being constructed and opened prior to the use and occupancy of the proposed development without creating unreasonable traffic congestion in the immediate vicinity of the proposed development or elsewhere in the Township.
- 7.) Whether the proposed development is designed in such a way as to minimize any unreasonable adverse impact on surrounding areas of the Township.

In approving the Application and Development Plan, the Zoning Commission may impose such conditions, safeguards and restrictions deemed necessary in order to carry out the purpose and intent of the PMUD.

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**RESOURCE INFORMATION FOR COMMERCIAL AND PLANNED RESIDENTIAL PROJECT APPLICANTS**

With any large project, there are several county and government departments whose input is required before any construction can begin, and in some cases, even before any township zoning can be approved.

Berkshire Township Zoning Department recommends that you contact all of the following entities when preparing your application. Many times, written letters of approval or preliminary permits must be obtained. Failure to do so can result in delays in zoning or construction.

**LOCAL FIRE DEPARTMENT:**

**BST&G Fire Department**

350 West Cherry Street  
Sunbury, OH 43074  
(740) 965-3841  
<http://bstgfiredistrict.org/bstg/>

**DELAWARE COUNTY DEPARTMENTS**

**Delaware County Code Compliance**

50 Channing Street  
Delaware, Ohio 43015  
(740) 833-2200  
<https://codecompliance.co.delaware.oh.us/>

**Delaware General Health District**

1-3 West Winter Street  
Delaware, OH 43015  
(740) 368-1700  
<https://delawarehealth.org/>

**Delaware County Engineer**

50 Channing Street  
Delaware, Ohio 43015  
(740) 833-2400  
<https://engineer.co.delaware.oh.us/>

**Delaware County Regional Planning Commission**

109 N Sandusky Street  
Delaware, OH 43015  
(740) 833-2260  
<http://dcrpc.org/>

**Delaware County Soil and Water Conservation District**

557 Sunbury Rd # A  
Delaware, Ohio 43015  
(740) 368-1921  
<https://soilandwater.co.delaware.oh.us/>