

**BERLIN TOWNSHIP ZONING COMMISSION (BZC)**

*OF DELAWARE COUNTY, OHIO 43015*

**REGULAR MEETING  
TUESDAY, OCTOBER 10, 2023: 7:00 PM**

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**CALL TO ORDER**

2 The meeting was held at Berlin Township Hall, 3271 Cheshire Road, and was called to  
3 order by Vice-Chairperson Angela Brown at 7:00 PM.

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5 BZC members present: Vice-Chairperson Angela Brown, Jenni Sloas, Jasper  
6 DeChristopher, BZC 1st alternate Tara Shields (seated).

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8 Also present: Zoning Inspector Jake Bon, Zoning Secretary Cathy Rippel, Assistant  
9 Zoning Inspector Jerry Valentine, Zoning Clerk Lisa Knapp.

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11 Not present: Chairperson Darcy Kaplan, BZC member Keith Goshia.

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13 Ms. Brown read the BZC’s adopted meeting rules. She noted that the trustees recently  
14 appointed Mr. DeChristopher as a regular BZC member.

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16 Ms. Brown noted that some students from Berlin High School were present to observe  
17 the meeting.

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**AGENDA ITEM: APPROVAL OF MINUTES**

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20 Ms. Brown made a motion to approve the minutes from the 9/26/23 BZC meeting as  
21 presented. Ms. Sloas seconded the motion.

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23 Vote: Brown, yes; Sloas, yes; DeChristopher yes; Shields, abstain. Motion carried.

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25 **AGENDA ITEM: BERLIN TOWNSHIP ZONING RESOLUTION REWRITE DISCUSSION**

26 Mr. Valentine said that the zoning resolution has not been updated since 2019. Its  
27 original date of creation was 1989. He said he, Mr. Bon, and Trustee Raehll met recently  
28 to discuss zoning hot button items. Trustee Raehll would like to see the changes all done  
29 in one revision. However, he is not certain whether that is the best method as there are  
30 some changes that need to be made sooner due to expected applications.

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32 Mr. Valentine distributed a list of zoning issues to be addressed at this meeting, as  
33 follows:

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10/10/2023. Zoning Resolution issues to address				
Item	Details	Specific	Notes	Lead
1	SideLoad Garages	Add to document. Currently nothing in text concerning Side Load Garages. We need to add to each section that has Garage specifics.	% of sideload.	Jake
2	BIO and BCO Parking check and clarify	Recent applications have caused confusion and questions about parking requirements.	19-36 Page	Team
3	20,000 Lot size in R3	Used by developer to compute NDA instead of 1.85.		Jerry
4	Accessory Building	Define building or garage. Not just roof and polls.		Jake
5	R2, R3, R4 review for any abiguities	Review these sections for refresh and issues that have caused debate.	Rename to NDA	Jerry
6	Review Article 15 (BCO)	Identify issues that have been exposed with current Applications		Team
7	Review Article 19 (BIO)	Identify issues that have been exposed with current Applications		Team
8	Update Zoning Staff and date	Refresh of staff and teams.		Jerry
9	Update Section 24.07	Delaware County standards?		Team
10	One Step Vs. Two	Trustees what to go back to a one step process. Trustee like the Orange process.	RPC example shared. Sections 11.09 and 11.10	Team
11	Off Street parking	Parking in cul-de-sac and signs		Jake
12	Landscaping	Review document from Concord		Team
13	Review and modify material use	Sections 15.05 and 19.05		Jake
14	Solar Panels	Sample Small Solar Facility handout and discussion	Where do we add. Also edit.	Jake
15	Landscape Section review	Trustees like Concord's landscape article. Team should review and see how we can update ours to be similar.		Jake
16	Review 25.06 sign code	Review handout and discuss.		Team
17	Trustee's for all Major/ Minor decisions	Trustee request change	11.10 11.13 19.06F	Team
18	Stone Facing in text	Add to document		Darcy
19	Parking visible from 36/37 (BIO/BCO)	Specific in article 15 and 19	BIO/BCO	Darcy
20	Open Space in BIO	Review text on 19-30		Darcy
21	Lighting in document	Increase Lums aloud to 3000	Trustee request R10	Team
22	Research and add tiny home/barnaminium	Adress new home unit types not in text.	Adding Section?	Jake
23	Loading Spaces in BCO/BIO	Need to limit the number per unit		Jake
24	Allow Brick exterior to BCO/BIO	More flexible as far as exterior material		Team
25	Review Definitions	Article 4 review and update as needed	Like Dictionaries	Team
26	Multi-Use Trails	Where to include in Resolution	Artillery	Team
27	Discuee need for R4 and R10 additions	Do we need separate Articles like each other density		Jerry
28	Do we need ARB in resolution	Article for the overlay or section with diagram and checklist		Team
29	Research on Mailboxes	where should we include mailbox information		Team
30	Cell Tower research	current and future issues	do we need to change code	Team
31	Definitions in code	Do we need article specifically for definitions	Laura said not needed?	Team

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36 There was a lengthy discussion about the items. No decisions were made.

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38 Mr. Valentine said the draft would be updated with the suggested changes. He asked

39 that any topics of concern be emailed to him by the end of the week.

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**AGENDA ITEM: OTHER BUSINESS**

41 Ms. Brown said the next regular BZC meeting will be on October 24, 2023 at 7:00 p.m.,

42 when BZC 18-002, amendment #1, AAT Properties Ltd., will be heard, and also the

43 zoning resolution rewrite topics will be discussed.

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45 There was no further business to come before the BZC. Ms. Brown adjourned the

46 meeting.

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Darcy Kaplan, Chairperson

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Angela Brown, Vice-Chairperson

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Jenny Sloas, member

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Keith Goshia, member

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Jasper DeChristopher, member

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Tara Shields, 1st alternate member

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Attest: \_\_\_\_\_

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Lisa F. Knapp, Berlin Township Zoning Clerk