

**BERLIN TOWNSHIP ZONING COMMISSION (BZC)**

*OF DELAWARE COUNTY, OHIO*

**REGULAR MEETING**

**TUESDAY, FEBRUARY 27, 2018 7:00 PM**

1 This meeting was held at the Berlin Township Hall, 3271 Cheshire Road, Delaware, Ohio  
2 43015.

3 **CALL TO ORDER**

4  
5 The meeting was called to order by Toni Korleski at 7:00 PM.

6  
7 Joe Korleski led meeting attendees in the pledge of allegiance.

8  
9 BZC members present: Toni Korleski, Jerry Valentine, Darcy Kaplan, Steve Spangler,  
10 Mike Bardash, 1<sup>st</sup> alternate member Martin Johnson.

11 Not present: BZC 2<sup>nd</sup> alternate member Steve Flaherty.

12 Also present: Zoning Secretary Cathy Rippel; Zoning Clerk Lisa Knapp; Zoning  
13 Inspector Chet Heid.

14  
15 Ms. Korleski dispensed with the reading of the adopted BZC policy statement for the  
16 meeting, as printed in the agenda.

17 **AGENDA ITEM: LEGAL NOTICE**

18 Ms. Knapp said this meeting was advertised as a regular meeting.

19 **AGENDA ITEM: APPROVAL OF MINUTES**

20 Mr. Valentine made a motion to approve the minutes from the 1/23/18 BZC meeting, as  
21 presented. Ms. Kaplan seconded the motion.

22 Vote: Valentine, yes; Kaplan, yes; Spangler, abstain; Bardash, abstain; Korleski, yes.

23 Motion carried, minutes approved.

24  
25 **AGENDA ITEM: INTRODUCTION OF MEETING ATTENDEES**

26 ♦ Joe Korleski, 3584 Greenville Drive, Lewis Center

27 ♦ Barb Sherman, 1469 Africa Road

28 ♦ Ray Armstrong, 3791 Africa Road

29 ♦ Marti Davis, 1950 Lackey Old State Road

30 **AGENDA ITEM: BEGIN DISCUSSIONS ON CHANGES TO THE**  
31 **BERLIN TOWNSHIP COMPREHENSIVE LAND USE PLAN, 2010**

32  
33 Ms. Korleski said because there are no applications or informal presentations for  
34 tonight's meeting, she decided to start discussions for the change in the township's  
35 Comprehensive Land Use Plan (CLUP).

36  
37 Ms. Korleski noted the following:

- 38 1. Page 1: Many of the names need to be changed.  
39 2. Page IV: much of the information is outdated or obsolete. The population from  
40 1978-1990 is discussed as well as the 2009 population. She is sure the population  
41 is much higher now.  
42 3. Chapter 1 needs to be reviewed.  
43 4. Table of contents needs to be updated  
44 5. Chapter 3, Development and change 2000-2008. Existing land use plan; that was  
45 updated in 2010.  
46 6. Chapter 7 includes existing housing stock and types; some of that was changed  
47 including removing multi-family housing from R-2, R-3 and R-4.  
48 7. Chapter 8 General Economic Conditions needs to be looked at.  
49 8. Chapter 9, Roads and transportation: this discusses future roads and bikeways  
50 which may have already been built and this needs to be updated. Utilities will

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51 involve the sewer maps. Mr. Heid will be looking at larger maps of the present  
52 sewer and she asked that timelines be included as well if possible.

53 9. Chapter 11, Community Facilities: schools have been added and open space and  
54 recommendations need to be updated.

55 10. Chapter 14, Subareas needs to be updated and that will be a big job because the  
56 BZC wants to plan industrial and commercial areas where they currently are not.  
57 Apartments may not be built in R-1, R-2, R-3 or R-4 so areas will need to be  
58 assigned for the TPUD.

59

60 Mr. Heid noted that executive director Scott Sanders of the Delaware County Regional  
61 Planning Commission (DCRPC) suggested the BZC begin the revision process with the  
62 subareas. Ms. Korleski read an email from Mr. Heid that indicated that Mr. Sanders  
63 suggested that the BZC update the CLUP book with the latest details pertaining to the  
64 maps and tables, and that his office will provide information for the updates. Once Mr.  
65 Sanders has suggested the updates, he will review and talk about the township and its  
66 growth.

67

68 Ms. Korleski asked whether Mr. Sanders would be doing all of that updating. Mr. Heid  
69 said he was not certain because the arrangements still need to be made for that. Mr.

70 Valentine noted that was done during the last CLUP review.

71

72 Ms. Korleski said she attended the Berlin Township trustee meeting last night, and the  
73 trustees suggested the BZC look at the present and proposed sewer systems, as well as  
74 signing an official contract for the DCRPC to work on the CLUP. Mr. Valentine said  
75 Berlin Township is allotted a certain number of "free" hours from DCRPC each year.

76

77 Mr. Armstrong said there are a certain number of DCPRC hours for the township paid for  
78 by contract by a yearly fee which is in the general appropriations of the township. When  
79 the CLUP was revised last time, he worked as the zoning inspector with Mr. Sanders at  
80 the direction of the trustees to obtain estimates for the work. Mr. Armstrong presented  
81 that to the trustees, who made an appropriation of up to a certain amount for hours that  
82 exceeded the allotted hours. Each month he received a bill from DCRPC, which he  
83 provided to the fiscal office for payment and those bills were tracked.

84

85 Mr. Heid asked whether Mr. Sanders made recommendations on each of the subareas as  
86 well. Mr. Armstrong said Mr. Sanders attended the meetings and helped with the  
87 discussion but he left it up to the BZC and the participating citizens as to what they  
88 wanted in each area. Mr. Sanders acted as a facilitator then he wrote it up and translated  
89 it into proposed CLUP revisions for consideration by the BZC.

90

91 Mr. Valentine said Mr. Sanders acted as a project manager. Last time, Mr. Armstrong  
92 entered into a spreadsheet 130 responses received from the public in response to a  
93 questionnaire sent out by the township.

94

95 There was a discussion about sending out information requesting participation in the  
96 process to the township residents, perhaps in the bi-annual newsletter. Mr. Valentine said  
97 a resident has suggested that something be written in the township newsletter. Ms.  
98 Korleski said it was Rick Gemienhardt who suggested that and perhaps he would be  
99 willing to write it for the township. Ms. Rippel said the deadline for articles the Spring  
100 2018 newsletter is March 9, 2018. She will contact the trustees to see what they wanted  
101 to do. Mr. Korleski suggested including the information on the township bulletin board.

102

103 Mr. Spangler wanted to make sure the BZC understood what the trustees need for  
104 appropriations for this. The updated in 2001 cost \$10-12,000. Ms. Korleski said it may  
105 be more than that this time.

106

107 Mr. Heid said he would speak with Mr. Sanders regarding this. He asked whether it was  
108 correct that just selective areas would be updated or it would be the entire CLUP. Mr.  
109 Valentine and Ms. Korleski said the entire CLUP would be updated. Mr. Heid said some

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110 areas would not need to be updated. Ms. Korleski and Ms. Kaplan said each area should  
111 be examined. Mr. Valentine added that the BZC has learned that there are some areas  
112 that really need to be updated.

113

114 Mr. Heid wanted to ensure the estimates provided by Mr. Sanders would be in line with  
115 what the BZC wanted to do. Mr. Valentine wanted to find out how many hours the  
116 township still has for this year.

117

118 Ms. Korleski asked whether Mr. Sanders provided an estimate in writing to send to the  
119 trustees the last time the CLUP was revised. Mr. Armstrong said that he did. Ms.  
120 Korleski asked that a written estimate be provided so the trustees could appropriate the  
121 correct amount for the work.

122

123 Mr. Valentine noted the process may take over a year and additional hours will be  
124 available in 2019. Ms. Korleski said there was also a lot of volunteer work on the side  
125 that was not addressed. She asked the trustees last night whether they would consider  
126 compensating additional work done by BZC members on behalf of the CLUP update.  
127 This would include the additional hours spent reviewing and working on the CLUP. The  
128 trustees will advise her by their 2/27/18 meeting.

129

130 Mr. Spangler said that typically the trustee zoning liaison would put in a request for that.  
131 He was not sure that the trustees had authorized such additional work by BZC members  
132 in the past. Mr. Valentine said that when the BZC revised the zoning resolution, some  
133 members spent quite a bit of time outside of meetings and meeting prep.

134

135 There was a discussion regarding how to get a survey out to the public for their input on  
136 the CLUP revision. Mr. Valentine suggested putting a survey such as "Survey Monkey"  
137 on the township website rather than doing a mailing. Ms. Rippel agreed

138

139 Ms. Korleski said that Bob Lamb, Delaware County Economic Development Director,  
140 would like the township to get information on their Comprehensive Plan for US Route  
141 36/S.R. 37 so the two plans will coordinate with each other. Mr. Heid said he would  
142 contact Mr. Sanders and/or Mr. Lamb.

143

144 Mr. Korleski said years ago he saw a map of the Delaware sewer plans for US Route  
145 36/S.R. 37, so he knows it exists. However, it is all tied in with annexation.

146

147 Ms. Kaplan said there is a finalized proposed ODOT byway just south of US Route  
148 36/S.R. 37, which she did not see on the CLUP. She said perhaps that info should be  
149 included in the CLUP.

150

151 Ms. Korleski said that Mr. Flaherty was at the trustee meeting as well last night, and he  
152 suggested that the BZC address 2-3 sections at a time. SF also stated that Orange  
153 Township had used Ohio State legal services to work on their CLUP. Ms. Knapp  
154 clarified that a student group came in and did that as a project for a class and it was for  
155 the entire township.

156

157 Ms. Kaplan said perhaps as each section is being done, perhaps the residents of those  
158 areas could be targeted in order to provide more input from the residents.

159

160 Ms. Korleski suggested breaking the CLUP into one or a couple of sections and reading it  
161 together at a meeting. That may be a good way to combine each member's and resident's  
162 ideas. Several members agreed.

163

164 Ms. Korleski asked about the intent and recommendations of the plan, and whether the  
165 BZC wanted to change their viewpoint on what it wants. Mr. Valentine said the last time  
166 not much was changed. The general opinion was that people wanted to keep the country  
167 feel and other items are staples of Berlin Township. However, other areas may need to be  
168 modified due to current situations such as Evans Farm and changes in roads, so those

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169 sections may need to be modified. Ms. Korleski said along with the sections, some of the  
170 chapters should be done. If this is done orderly, after approval is obtained, outside work  
171 by BZC members many not need to be done. If the BZC concentrates on a section at a  
172 time, it could get the work done in a reasonable time frame.

173

174 Mr. Valentine suggested highlighting some of the items to be changed in the sections,  
175 provide it to the members, then somebody presents what they think. Mr. Spangler was  
176 concerned about being able to complete the work if there are hearings. Ms. Korleski said  
177 with the addition of the extra meeting each month the BZC should be able to fit it in.  
178 However, if there are multiple applications, special meetings could also be scheduled.

179

180 Ms. Korleski said the BZC could begin with the lower sections and go through those  
181 quickly.

182

183 Mr. Heid said he would like to talk to Mr. Sanders about, for example, making the US  
184 Route 36/S.R. 37 corridor larger. Perhaps something could be discussed with Brown  
185 Township regarding that. Or perhaps, instead of having an industrial project on  
186 Shanahan Road, which will never happen, that industrial property could be traded for  
187 residential and create more industrial or commercial property along US Route 36/S.R. 37.  
188 Ms. Korleski said that type of situation has been discussed at prior BZC meetings and  
189 could be discussed during the CLUP review process. There was additional discussion.

190

191 Ms. Korleski said the first step would be including on the township website that there will  
192 be discussions. She would talk to Trustee Tom D'Amico about the process and then Mr.  
193 Valentine would talk to Mr. Gemienhardt about possibly writing something for the  
194 newsletter. Ms. Rippel said that Mr. Johnson just informed her he could help her set up a  
195 Survey Monkey on the township website, after trustee approval. Mr. Valentine said it  
196 appears to be a free service.

197

198 Mr. Johnson suggested that the BZC create a schedule for the revisions prior to  
199 publishing anything on the township website or in the newsletter. Mr. Johnson noted that  
200 not everybody has online access. Mr. Bardash asked whether there was any way to opt  
201 into text message notifications when the survey was ready. Various social media sites  
202 were discussed as potential avenues for getting the word out.

203

204 Mr. Bardash said perhaps a notice could be included in the newsletter that at least notifies  
205 residents that the survey is coming and once it is available the residents could be notified  
206 perhaps via a postcard or other letters.

207

208 Ms. Rippel noted that she recently found out that some of the annexed Pulte homes are in  
209 both the City of Delaware and Berlin Township and they should be contacted as well.  
210 There was additional discussion.

211

212 There was a discussion about Chapter 14.

213

214 Mr. Valentine said the parcels being discussed are owned by people and he asked  
215 whether the township needed to notify the property owners that the BZC is considering  
216 changing their properties' designations in the CLUP. Mr. Armstrong said they are  
217 informed when they advertise meetings indicating they will be discussing land use. Ms.  
218 Korleski said the township did not specifically advertise that land use would be discussed  
219 at this meeting and she asked whether it should be this time.

220

221 Mr. Armstrong said the BZC is making a recommendation that is not cast in concrete, but  
222 the township must have a CLUP as a basis for zoning. The zoning is not being changed,  
223 but it is a guideline.

224

225 Mr. Armstrong said there will be another corridor through land that was previously zoned  
226 commercial or for apartments on the east side of Africa Road, south of the camping  
227 center. That will join up south of 3 B's and K Road and goes all the way down to the new

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228 interchange on I-71. Berkshire Township is designating that entire area as a commercial  
229 corridor. Ms. Kaplan said that would change things more than perhaps was considered.

230

231 Mr. Armstrong said it will not only have an impact on that corridor but also on the sewer.  
232 Because they are now starting to do sewer plans, whatever the BZC decides to put where  
233 is going to drive the sewer. It is not that the sewer is supposed to drive the BZC, and that  
234 is one reason the entire Delaware County sewer management department was changed.  
235 They are doing it on what is planned by the various government entities.

236

237 Ms. Rippel asked whether there is a new Delaware Sewer Master Plan book available.  
238 She found an older one in the trustee office from 2004.

239

240 Mr. Spangler said that when current Berlin Township Trustee Ken O'Brien was a county  
241 commissioner, he had discussed the county updating their master sewer plan. However,  
242 he does not believe the plan has been completed yet and they are in the process of  
243 changing it. The BZC is not aware of what the changes may be.

244

245 Ms. Rippel asked whether there is both a book and a map. Mr. Spangler said yes and that  
246 it is similar to the township's CLUP plan, indicating where sewer will go. Mr. Heid said  
247 that is one reason the township needs to change what they are doing. For example,  
248 changing the plans to remove the industrial designation on Shanahan Road. There was  
249 additional discussion.

250

251 **Sub-Area 7a**

252 Land area: 283 acres, Potential development acreage: 142 acres

253 Current estimated population: 686 (256 housing units)

254

255 Ms. Korleski said this is 283 acres and is where the Speedway and The Greenery are  
256 located. The current estimated population of 686 may still be true. Mr. Valentine thought  
257 it may be different. Ms. Sherman said it has not changed. Ms. Korleski said The  
258 Greenery is age-restricted and has not been built.

259

260 Current Conditions East Side of U.S. 23: A large (207-unit) manufactured home park lies  
261 behind a small commercial (restaurant) use.

262 Mr. Valentine said he thought the restaurant closed.

263

264 Mr. Valentine said the Byers car dealership across the street was not there when the  
265 CLUP was last reviewed.

266

267 Some of the other existing commercial uses are temporary and will be replaced with more  
268 valuable commercial uses in time. A Speedway gas station is located at the intersection of  
269 Shanahan and U.S. 23. Fairview Memorial Park cemetery lies south of Connor Lane, a  
270 12-lot single family subdivision with access from U.S. 23.

271

272 West side of U.S. 23: A number of commercial uses, with mini-storage warehouses just  
273 north of the Hyatts Road/U.S. 23 intersection. Other commercial/office uses exist,  
274 including Byers automotive center and the P&D Builders building in the Park at Greif,  
275 served by Delaware County sewer service.

276

277 Ms. Korleski asked whether the All-Life Center that was recently approved needed to be  
278 added to this document.

279

280 **Recommendations: Area 7a - U.S. 23 Corridor**

281 7.1 Planned Commercial districts are recommended for parcels with frontage on U.S. 23.  
282 Access management principles and interconnection of properties north to south must be  
283 included.

284

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285 7.2 No left turns should be permitted across U.S. 23 except at ODOT approved locations.  
286 The plan suggests these to be at Shanahan Road, and the signalized intersection at Grief  
287 Parkway.

288

289 7.3 Only low level, downward-cast lighting should be allowed to prevent a halo effect on  
290 the night sky in deference to the Perkins Observatory.

291

292 7.4 To avoid sign clutter, ground signs should be the only sign type permitted along U.S.  
293 23. Tall pole signs and billboard signs should be prohibited.

294

295 7.5 A Berlin Township architectural sign syntax should be developed.

296

297 7.6 Extensive landscaping should be required in parking lots to avoid the “sea of asphalt”.

298

299 Mr. Bardash said that should stay.

300

301 Use landscaping to divide parking areas by using islands at reasonable spacing, at ends of  
302 rows, and along U.S. 23 frontage.

303

304 **West side of U.S. 23**

305 7.7 A parallel access road is recommended to be constructed in increments along the  
306 Liberty Township and Berlin Township line north to south.

307

308 Ms. Korleski asked whether that road was built. Ms. Kaplan said it was not. Mr.  
309 Armstrong said the P & D Builder building there straddles that and comes right up to the  
310 line. He said the zoning commissions for both townships requested that the building not  
311 cross the line because it would create a jurisdictional problem for all entities. Thus, the  
312 building was built right up to the line.

313

314 Mr. Armstrong said the ruling was that wherever the parking lot/curb cut is where the tax  
315 money goes. Mr. Heid said the CLUP appears to be accurate. Ms. Kaplan asked whether  
316 a parallel access road was being recommended that is not there today.

317

318 Mr. Bardash said it was recommended for the last 8 years and it could stay for the next 12  
319 years. Ms. Kaplan said that appears to create an action item that will never happen,  
320 considering that it has been built out.

321

322 Ms. Korleski said she thought it was better to leave it in than take it out.

323

324 The first easement segments of this road are dedicated in the Park at Greif, west of P&D  
325 Builders. The road should eventually run from the northwest corner of the 5542  
326 Columbus Pike, north to Grief Parkway

327

328 **East side of U.S. 23**

329 7.8 Recommend Planned Commercial as shown on the Comprehensive Land Use Plan  
330 map.

331

332 Ms. Korleski said this was correct.

333

334 7.9 There should be dedication and incremental construction of a parallel access road to  
335 U.S. 23 by individual landowners as their parcels develop. This parallel access road  
336 should connect Peachblow Road on the north, run parallel to and approximately 1200 feet  
337 east of U.S. 23, running south until heading slightly west to provide access to a new  
338 entrance to the manufactured home park.

339

340 Ms. Sherman said this was done; they blocked the entrance for Route 23 for the trailer  
341 park residents. Former BZC member Jim Hahn did that agreement so the residents come  
342 out at the light; that way they do not do u-turns or drive all the way down to the camp.

343

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344 Connor Lane should be extended to the east to connect with the new road. The Connor  
345 Lane entrance to U.S. 23 should be closed in a cul-de-sac after the entrance to the  
346 completed parallel access road (with improved access to U.S. 23) is achieved.  
347

348 Ms. Sherman said it is not the cul-de-sac but that is where they propose to extend that.  
349 That will connect to the cemetery land and that will adjoin the other property line. Ms.  
350 Korleski said that should stay as is.

351  
352 7.10 A parallel access road should be incrementally constructed from the south side of  
353 the home park parallel and approximately 400 feet east of U.S. 23 south to the large  
354 ravine, as depicted on the land use map.  
355

356 Mr. Bardash said that should stay in the text.

357  
358 7.11 Only low level, downward-cast lighting should be allowed to prevent a halo effect  
359 on the night sky in support of the Perkins Observatory.  
360

361 Ms. Korleski said that should stay too.

362  
363 7.12 Ground signs should be the only types of sign permitted along U.S. 23 to avoid sign  
364 clutter. Tall pole signs and billboard signs should be prohibited.  
365

366 Ms. Korleski said that should stay.

367  
368 7.13 A Berlin Township “look” or architectural sign syntax should be developed.  
369

370 7.14 Extensive landscaping should be required in parking lots to avoid the “sea of  
371 asphalt”. Use landscaping to divide parking areas by using islands at reasonable spacing,  
372 at ends of rows, and along U.S. 23 frontage.  
373

374 Mr. Valentine said he wanted to make sure the public is aware they are reviewing the  
375 CLUP.

376  
377 Ms. Korleski said the next meeting will be on March 13, 2018 at 7:00 p.m. There will be  
378 an informal meeting regarding the AAT property north of Hyatts Road and fronting  
379 Route 23, next to the All Life Center.

380  
381 Mr. Spangler asked whether the applicant has submitted information yet for the informal  
382 presentation. Ms. Korleski said they have not but they do not have to.

383  
384 There was no further business to come before the BZC. Motion to adjourn. Meeting  
385 adjourned.

386

387

388

\_\_\_\_\_  
Toni Korleski, Chairperson

389

390

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392

\_\_\_\_\_  
Jerry Valentine, Vice-Chairperson

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\_\_\_\_\_  
Darcy Kaplan, member

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Steve Spangler, member

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\_\_\_\_\_  
Mike Bardash, member

\_\_\_\_\_  
Martin Johnson, 1<sup>st</sup> alternate member

\_\_\_\_\_  
Steve Flaherty, 2<sup>nd</sup> alternate member

Attest: \_\_\_\_\_  
Lisa F. Knapp, Berlin Township Zoning Clerk