

Brown Township Zoning Commission
Brown Township Hall
5555 State Route 521
Delaware, Ohio 43015

January 4, 2024 Minutes

Attendees

Keith Holewinski, Chair
Kyle Vanderhoff, Vice Chair
Ian Capwell
Stan Bean, Alternate
Vickie Sheets, Zoning Secretary
Jeremy Williams, 4141 US 42N. Delaware, OH 43015

Call to Order

The meeting was called to order at 7:00 p.m. by the Chair Keith Holewinski. Jeremy Williams, a Brown Township resident interested in the opening on the BTZC, was a guest.

Pledge of Allegiance

Attendees recited the Pledge of Allegiance.

Organization for 2024

Mr. Holewinski asked for nominations for BTZC Chair. Mr. Vanderhoff nominated Mr. Holewinski to continue as Chair. Mr. Rinehart seconded the nomination. Nomination passed with Mr. Holewinski abstaining.

Mr. Holewinski asked for nominations for BTZC Vice-Chair. Mr. Holewinski nominated Mr. Vanderhoff and Mr. Bean seconded the nomination. Nomination passed with Mr. Vanderhoff abstaining.

The members confirmed the regular BTZC meeting dates of the first Thursday of the month at 7:00 pm.

Currently, the BTZC has two subcommittees, Landscaping and Noise. These will be scheduled as needed with legal notice.

Approval of Minutes

Ms. Sheets had advised the BTZC that the July 2023 meeting minutes had not been approved because there were not enough members who had attended the July meeting at the August meeting, and it had not been reconsidered. Mr. Vanderhoff moved that the July 2023 be approved and Mr. Holewinski seconded. Motion passed with Mr. Rinehart abstaining. Mr.

Vanderhoff moved that the December 2023 minutes be approved with corrections. Mr. Holewinski seconded and motion passed with Mr. Rinehart abstaining.

Zoning Inspector Report

Mr. Lisano's report was distributed to the members. As Mr. Lisano will continue to be out of state, Ms. Sheets reminded the members that Mr. Holewinski agreed to attend the January 25th Regional Planning meeting, Mr. Bean the February 29th meeting, and Mr. Vanderhoff the March 28th meeting

Old Business

Mr. Rinehart brought copies of forms used in Columbus and Dublin for the members to review. These can be used to develop Brown Township forms for an application for re-zoning and a form for application for BZA review that is not a variance or conditional use application. BTZC can recommend forms that are then approved by the Trustees. Mr. Rinehart plans to work on draft forms and also several of the Resolution Articles. He asked that Ms. Sheets send him the worksheet document the BTZC progress toward Zoning Resolution review and update. The members also discussed a form that would serve as a certificate of project completion.

The Landscaping and Noise subcommittees have each met once. The Landscaping Subcommittee plans to meet again in April to review the Landscaping Consultant proposal. The Noise Subcommittee plans to meet again in March to continue their work.

New Business

There was no new business.

Adjournment

Mr. Rinehart moved and Mr. Vanderhoff seconded that the meeting be adjourned. Mr. Holewinski adjourned the meeting at 8:10 pm.



Vickie Sheets, Zoning Secretary



Keith Holewinski, BTZC Chair

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February 1, 2024 Minutes

Keith Holewinski, Chair
Ian Capwell
Jeremy Williams
Stan Bean, Alternate
Vickie Sheets, Zoning Secretary

Call to Order

The meeting was called to order at 7:00 p.m. by the Chair Keith Holewinski. Jeremy Williams, was welcomed as a new BTZC member.

Attendees

Pledge of Allegiance

Attendees recited the Pledge of Allegiance.

Approval of Minutes

Mr. Holewinski moved to approve the January 2024 minutes as corrected. Mr. Capwell seconded; the motion passed.

Zoning Inspector Report

In the absence of Mr. Lisano, there was no Zoning Inspector's report.

Old Business

Mr. Holewinski attended the January Regional Planning meeting and reported on some happenings in other townships. Mr. Bean will attend the February meeting.

In the absence of Mr. Rinehart, work was deferred on the Resolution Articles he is working on. Mr. Holewinski noted that Article 14, Planned Commercial and Office District still needed completion. The BTZC members had been debating whether to continue to use specific NAICS Codes or a more generic approach. The members had been leaning toward the generic approach but had not made a final determination, and had moved on to other Articles. They considered the possibility of not listing codes in the Resolution, but requiring applicants to include the applicable six figure NAICS code for their project as part of the for a planned commercial/office project, for consideration by the Trustees. The possibility of listing codes not allowed was considered, but concern was expressed that any code not listed as not allowed would be assumed to be allowed, this was not the members intent. Article 14 is still under consideration.

Holewinski provided an overview of BTZC activities for Mr. Williams, including the previous work on the Comprehensive Plan and the current review of the Zoning Resolution. He described the two subcommittee and their assigned topics of Landscaping and Noise. Time was spent allowing Mr. Williams to ask questions about the BTZC.

The Landscaping and Noise subcommittees have each met once. The Landscaping Subcommittee plans to meet again in April to review the Landscaping Consultant proposal. The Noise Subcommittee plans to meet again in March to continue their work.

Ms. Sheets reported that she has done a word search for references to noise in all the Delaware County townships, and plans to prepare a summary report of the results. She has also located some other resources for the subcommittee. Mr. Capwell and Mr. Bean, Noise Subcommittee members at this meeting, determined that the subcommittee will meet at 6:00 pm on March 7, before the next regular BTZC meeting. Landscaping will meet when the consultant has completed his report, likely in April.

New Business

There was no new business.

Adjournment

Mr. Holewinski moved and Mr. Capwell seconded that the meeting be adjourned. Mr. Holewinski adjourned the meeting at 7:40 pm.



Vickie Sheets, Zoning Secretary



Keith Holewinski, BTZC Chair

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March 7, 2024 Minutes

Attendees

Keith Holewinski, Chair
Kyle Vanderhoff, Vice Chair
Ian Capwell
Christopher Rinehart
Jeremy Williams
Stan Bean, Alternate
Vickie Sheets, Zoning Secretary

Call to Order

The meeting was called to order at 7:00 p.m. by the Chair Keith Holewinski.

Pledge of Allegiance

Attendees recited the Pledge of Allegiance.

Approval of Minutes

Mr. Vanderhoff moved that the February minutes be approved with corrections. Mr. Williams seconded and motion passed with Mr. Vanderhoff and Mr. Rinehart abstaining.

Zoning Inspector Report

As Mr. Lisano will continue to be out of state until April, Ms. Sheets reminded the members that Mr. Vanderhoff agreed to attend the March 28th Regional Planning meeting. Mr. Bean attended the February Regional Planning meeting.

Old Business

Mr. Vanderhoff received a report from the landscape consultant and the Landscaping Subcommittee confirmed an April 4, 2024 meeting at 6:00 pm.

The Noise Subcommittee met earlier this evening and plan to make a recommendation to the BTZC next month. Ms. Sheets will draft a memo with the recommendation and rationale and distribute to the subcommittee members for comment. The subcommittee members plan to meet at 6:50 pm on April 4th for a final approval of the recommendation so it can be on the April BTZC agenda.

Mr. Rinehart will present his work on several Zoning Resolution articles at the next meeting.

The members continued their discussion of Article 14 regarding the pros and cons of continuing to use the NAICS codes to describe permitted uses in §14.03. They debated keeping the current NAICS codes to describe permitted uses with a statement that any proposed uses similar to the codes included in §14.3 be included in the property owner's development plan. They discussed examples from other townships and decided that having more generic uses would allow case-by-case decisions providing more flexibility for the township. While many other Delaware County townships use the NAICS codes, several townships do not. Ms. Sheets was directed to review those townships and draft a replacement section 14.3 for the members to review at the next meeting. NAICS codes will continue to be used in Article 17 Planned Industrial District.

New Business

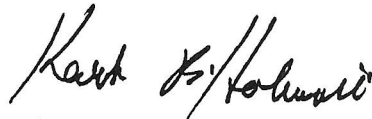
Mr. Rinehart discussed the growth along the Routes 36/37 corridor and how development expected along Baker Road and Routes 36/37 will affect Brown Township. Mr. Rinehart described how the use of overlays can be used to allow transition to different levels of density, for example office/administrative or apartments along the corridor and less dense uses such as single family homes with smaller acreage requirements further away from the corridor. The purpose would be to encourage developers to choose to be under township governance rather than be annexed to Delaware or Sunbury. An overlap allows a property owner to choose to operate under a different set of requirements than the more restrictive township zoning resolution. The members expressed interest in developing a new article in the Zoning Resolution to provide for one or more overlays as the development of Delaware County progresses.

Adjournment

Mr. Vanderhoff moved and Mr. Capwell seconded that the meeting be adjourned. Mr. Holewinski adjourned the meeting at 8:20 pm.



Vickie Sheets, Zoning Secretary



Keith Holewinski, BTZC Chair