

TO: Fairfield County Regional Planning Commission

FROM: Holly R. Mattei, AICP
Interim Director

DATE: January 27, 2026

SUBJECT: Meeting Notice and Agenda

There will be a meeting of the Fairfield County Regional Planning Commission on **Tuesday, February 3, 2026, at 6:00 p.m.** The meeting will be held at the Fairfield County Records Center, 138 West Chestnut Street, Lancaster, Ohio. Please be aware that members must be physically present at the meeting to vote. If you would rather attend remotely, please utilize the links below:

Join on your computer, mobile app or room device:

[Click here to join the meeting](#)

Meeting ID: 272 173 827 586

Passcode: aDxSfN

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

+1 917-809-8575,,85445372# United States, New York City

+1 872-704-2343,,85445372# United States, Chicago

Phone Conference ID: 854 453 72#

The tentative agenda will be as follows:

1. Approval of Minutes – January 6, 2026
2. President's Report
3. Zoning Text Amendment
Rushcreek Township – Accessory Dwelling Units (ADUs)
4. Building Department Applications Under Review for Building Permits
5. Bills
6. Other Business

Holly R. Mattei, AICP
Interim Director

www.co.fairfield.oh.us/rpc



138 West Chestnut St.
Lancaster, OH 43130
(740) 652-7110

7. Adjourn

8. Executive Committee Meeting

Holly R. Mattei, AICP
Interim Director

www.co.fairfield.oh.us/rpc

MINUTES

January 6, 2026

The minutes of the Regional Planning Commission meeting held at the Fairfield County Records Center, 138 West Chestnut Street, Lancaster, Ohio, and via livestream and conference call.

Presiding: Jennifer Morgan, President

Present: Josh Anders, Mike Berry, Craig Cherry, Joe Ebel, Amanda Everitt, Kelly Fanichouser, Jennifer Henery, Charles Hockman, Kent Huston, Jarrod Mahaffey, Gina Matos, Mark Matthews, Darrin Monhollen, Mitch Noland, Jason Smith, Carly Sparrow, Tony Vogel, Rob Weinheimer, Ira Weiss, Jeff Williamsen, Commissioner Fix and Commissioner Levacy.

RPC Staff: Holly Mattei, Nicholas Eastham and Sharlene Bails.

ITEM 1. MINUTES

The minutes of December 2, 2025, Fairfield County Regional Planning Commission meeting, were presented for approval. Ira Weiss made a motion for approval of the minutes. Charles Hockman seconded the motion. The motion passed.

ITEM 2. PRESIDENT'S REPORT

Jennifer Morgan welcomed everyone to the meeting.

ITEM 3. SUBDIVISION ACTIVITY

Holly Mattei presented the following report:

SUBDIVISION: Pickerington High School North & Lakeview Junior High School– Replat of Hickory Lakes Drive & Reserve “A”

OWNER/DEVELOPER: Board of Education of the Pickerington Local School District

ENGINEER/SURVEYOR: David Denniston / Advanced Civil Design
Jonathon Phelps, P.S. / Advanced Civil Design

LOCATION AND DESCRIPTION:

The original plat for Pickerington North High School was recorded in June of 2003 on 158 acres, west of Ault Rd in Violet Township. A replat was approved by the Regional Planning Commission on October 1st, 2024, to realign a 20' water easement on the site. The Replat from October 2024 has not yet been recorded.

The proposed improvements described in the current Replat are located along the west side of Ault Road in Violet Township. The site where the improvements will occur contains 0.404 acres and will create 139.67 linear feet of new roadway which will shift the entrance to the Hickory Lakes Event Center from Ault Road to Achievement Way. Thus, access is now being proposed from Achievement Way to the Hickory Lakes site.

The adjacent parcels to the North of Pickerington North High School are located in the City of Pickerington and are being developed for single-family development. The developer is also considering options for the future of Hickory Lakes Event Center. The event center and lakes could be accessed from Hickory Lakes Drive.

SUBDIVISION REGULATIONS COMMITTEE COMMENTS:

1. The Subdivision Regulations Committee recommends **approval** of the Replat of Hickory Lakes Drive & Reserve "A" for Pickerington High School North & Lakeview Junior High School subject to the following conditions:
 - a) The Active Transportation Committee recommends the addition of an 8' multi-use path on the western side of Hickory Lakes Drive (*location of the multi-use path shall be approved by the Pickerington Local School District*), and a 5' sidewalk on the eastern side of Hickory Lakes Drive.
 - b) A development agreement and inspection fees have been submitted. Construction assurances will need to be submitted.
 - c) Technical comments from the Fairfield County Engineers' Office.
 - d) Other Agency Comments

A motion was made by Amanda Everitt to approve the Subdivision Regulations Committee recommendation. Ira Weiss seconded the motion. Commissioner Fix voiced concerns about traffic patterns and increased traffic around the Pickerington High School area and would like to restart conversations with the school district and the engineer's office regarding this issue. After discussion, the motion passed with Darrin Monhollen and Mark Matthews, Violet Township, abstaining.

ITEM 4. ZONING MAP AMENDMENT

Nicholas Eastham presented the following report:

APPLICANT: EC New Vison Ohio, LLC (Kelly Fankhauser)

LOCATION & DESCRIPTION: The property proposed to be rezoned is a 60.62-acre parcel (parcel number 0360086101) located at 6725 Blacklick-Eastern Road NW in Violet Township. The site is located south of State Route 204, east of Pickerington Road, and west of Toll Gate Road.

EXISTING ZONING: The property is currently partially zoned R-1 Single Family Residential (Moderate Density) District and partially zoned R-2 Single Family Residential (Low Density). According to the Violet Township Zoning Code, these districts' purpose is

to be used for single family dwellings.

EXISTING LAND USE: This property is primarily used for residential and agricultural purposes. The application also mentions a small family cemetery plot located on the site.

PROPOSED REZONING: PD – Planned Residential District.

PROPOSED LAND USE: To construct 142 condominium units, as well as communal amenities such as a club house, pool, and pickleball court.

ADJACENT ZONING		ADJACENT USES
NORTH	R-1/R-2 Single Family Residential District	Residential
EAST	R-1/R-2 Single Family Residential District	Residential
WEST	R-1/R-2 Single Family Residential District	Residential
SOUTH	R-2 Single Family Residential District	Residential

STAFF RECOMMENDATION:

Staff recommend **modification** of the proposed rezoning with the following recommendations:

1. To ensure that all appropriate traffic and access studies/reviews are completed by ODOT.
2. To follow-up with Violet Township Zoning Inspector to address all comments related to Zoning Code compliance and PD application requirements.
3. To provide a plan on how to address the existing infrastructure on site (gas well and storage, existing septic systems, and family cemetery).
4. To follow-up with applicable environmental issues noted by the Fairfield Soil and Water Conservation District.

A motion was made by Commissioner Fix to approve the RPC staff recommendation. Ira Weiss seconded the motion. The board discussed fire department review, condominium law, and the impact to the cemetery located on the property. After discussion, the motion passed with Darrin Monhollen and Mark Matthews, Violet Township, abstaining.

ITEM 5. BUILDING DEPARTMENT APPLICATIONS

RPC staff presented a list of building permit applications under review.

ITEM 6. BILLS

Holly Mattei presented the following bills for payment:

530000	Contractual Services		<u>\$11,650.00</u>
		TOTAL	\$11,650.00

A motion was made by Commissioner Fix to approve the bills for payment. Jennifer Henery seconded the motion. The motion passed.

ITEM 7. OTHER BUSINESS

There being no further business, a motion was made to adjourn the meeting by Ira Weiss and seconded by Amanda Everitt. Motion passed.

Minutes Approved By:

Jennifer Morgan, President

Kent Huston, Secretary

RUSHCREEK TOWNSHIP ZONING RESOLUTION AMENDMENT

Rushcreek Township has submitted several proposed changes to its zoning code. The proposed changes add an additional section. A summary of these changes is summarized below. A full copy of the proposed revisions is attached for reference.

SUMMARY OF CHANGES

- a) Accessory Dwelling Units (ADUs)
 - 1) Adds definitions
 - 2) Adds purpose and regulations
 - i) Regulations include permitted number, size, and location of ADU
 - ii) Includes required zoning district (RR – Rural Residential) and lot size (10-acre minimum) to permit ADU
 - iii) Includes permitted uses

ANALYSIS

Fairfield County Engineer's Comments:

The Fairfield County Engineer's Office shared that they did not have concerns with this text amendment.

Fairfield Soil and Water Conservation District Comments:

The Fairfield County Soil and Water Conservation District noted a discrepancy between the definition and regulation of ADUs, where the definition notes that ADUs are smaller, but the regulations permit an ADU "no larger than" the primary dwelling. They also had questions on how the measurements of the primary dwelling would be obtained. In addition, they had recommendations to verbiage of the regulations.

Fairfield County Health Department Comments:

The Fairfield County Health Department shared that they did not have concerns with this text amendment.

RPC Staff Comments:

1. If ADUs are proposed as a housing option/solution for vulnerable populations (as the purpose notes), requiring a 10.00-acre minimum could greatly limit how many are permitted. This would also be affected by potential subdivision.
2. As mentioned by the Fairfield Soil and Water Conservation District, the definition and regulations for maximum ADU size should be consistent. Language should also be added to explain how the size of primary dwelling and ADU will be calculated.
3. In reference to B2v., since the ADU is only permitted in RR - Rural Residential District, it may be more convenient to state the required setbacks instead of referring to them.

STAFF RECOMMENDATION

RPC Staff recommend **approval** of the proposed amendment with the following recommendations:

- 1) To clarify the permitted size of ADUs for consistency, as well as requirements within the regulations. Language should also be added to explain how the size of primary dwelling and ADU will be calculated.
- 2) To consider reducing the minimum lot size required to permit an ADU.
- 3) To submit ADU applications to the Fairfield County Health Department to review for septic/sanitary and well requirements.

DEFINITIONS

ACCESSORY DWELLING UNIT (ADU) - A smaller, secondary, independent Dwelling Unit on the same property as a primary Dwelling Unit that provides for the basic requirements of shelter, heating, cooking, and sanitation.

ACCESSORY DWELLING UNITS

A) Purpose. The purpose of the Accessory Dwelling Unit (ADU) regulations is to:

- 1) Respond to changes in housing needs and increasing housing costs, while simultaneously respecting the curb appeal and scale of the dwelling units within the surrounding residential area.
- 2) Increase affordable housing options to vulnerable populations such as the elderly and persons with disabilities.
- 3) Support increased efficient use of the existing housing stock and associated infrastructure.
- 4) Reduce the carbon footprint by allowing smaller dwelling units.

B) Applicability. The standards apply to Rural Residential Districts only.

1) Number. Only ONE (1) ADU shall be permitted on a property consisting of a minimum of 10 acres or more in a Rural Residential District.

2) Accessory Dwelling Standards. All ADUs shall comply with the following requirements.

- i) The primary dwelling in which the ADU is located shall be owner occupied.
- ii) An ADU may be no smaller than 650 square feet and no larger than the size of the primary dwelling unit.
- iii) ADUs shall be limited to residential uses including a Minor Home Occupation (section 10.5) and shall not be utilized for any other purpose such as transient/short term rentals.
- iv) ADUs shall be located at or behind the front plane of the primary dwelling.
- v) ADUs shall comply with the minimum setback requirements of the applicable Zoning District.
- vi) ADU minimum distance from the primary dwelling is ten (10) feet.

Rushcreek Township Zoning Commission

Date: January 6, 2026

To: Fairfield County Regional Planning

The purpose of this letter is to inform you the Rushcreek Zoning Commission is recommending text amendments to the Zoning Resolutions regarding Accessory Dwelling Units. This is due from the increase of residents having the intent to aid a family member in having a place to live on their property that is convenient for their care or at a lower cost of renting or purchasing another property.

Please review the separate attachment and return a response as soon as possible.

Thank You.

David W. Foltz, Chairman

Rushcreek Township Zoning Commission.

From: [Noland, Mitch A](#)
To: [Eastham, Nicholas P](#); [May, Kristopher Todd](#); [Lucht, Chad M](#); [Valentine, Jennifer M](#); [Vogel, Tony J](#); [Anders, Joshua T \(Josh\)](#)
Subject: Re: Rushcreek Township Text Amendment
Date: Tuesday, January 13, 2026 8:47:31 AM

Nicholas,

The Fairfield County Engineer's Office does not have any comments on the proposed Rushcreek Twp. Text Amendment.

Thx,
Mitch

From: Eastham, Nicholas P <nicholas.eastham@fairfieldcountyohio.gov>
Sent: Monday, January 12, 2026 9:04 AM
To: Noland, Mitch A <mitch.noland@fairfieldcountyohio.gov>; May, Kristopher Todd <todd.may@fairfieldcountyohio.gov>; Lucht, Chad M <chad.lucht@fairfieldswcd.org>; Valentine, Jennifer M <jennifer.valentine@fairfieldcountyohio.gov>; Vogel, Tony J <tony.vogel@fairfieldcountyohio.gov>; Anders, Joshua T (Josh) <josh.anders@fairfieldcountyohio.gov>
Subject: Rushcreek Township Text Amendment

Hello,

We received a proposed text amendment from Rushcreek Township. The proposed amendment adds a definition for an Accessory Dwelling Unit (ADU) and adds a section containing the purpose and requirements for an ADU. Attached is a letter that was addressed to the Regional Planning Commission, as well as the amendment itself.


Please provide comments no later than **01/22**.

Please also let me know if you have any questions.

Thank you.

Nicholas Eastham, AICP Candidate
Regional Planner | Regional Planning Commission

 138 W Chestnut St.
Lancaster, OH 43130

 740-652-7111 (t)



 <https://co.fairfield.oh.us/rpc/>

From: [Valentine, Jennifer M](#)
To: [Eastham, Nicholas P](#); [Noland, Mitch A](#); [May, Kristopher Todd](#); [Lucht, Chad M](#); [Vogel, Tony J](#); [Anders, Joshua T \(Josh\)](#)
Subject: RE: Rushcreek Township Text Amendment
Date: Monday, January 12, 2026 9:37:28 AM

We have no issue with this proposed text amendment.

Jennifer Valentine, REHS
Environmental Program Supervisor
Fairfield County Health Department
740-652-2822

From: Eastham, Nicholas P <nicholas.eastham@fairfieldcountyohio.gov>
Sent: Monday, January 12, 2026 9:04 AM
To: Noland, Mitch A <mitch.noland@fairfieldcountyohio.gov>; May, Kristopher Todd <todd.may@fairfieldcountyohio.gov>; Lucht, Chad M <chad.lucht@fairfieldswcd.org>; Valentine, Jennifer M <jennifer.valentine@fairfieldcountyohio.gov>; Vogel, Tony J <tony.vogel@fairfieldcountyohio.gov>; Anders, Joshua T (Josh) <josh.anders@fairfieldcountyohio.gov>
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Please provide comments no later than **01/22**.

Please also let me know if you have any questions.

Thank you.

Nicholas Eastham, AICP Candidate
Regional Planner | Regional Planning Commission

 138 W Chestnut St.
Lancaster, OH 43130

 740-652-7111 (t)



 <https://co.fairfield.oh.us/rpc/>



Fairfield Soil and Water Conservation District

831 College Avenue, Suite B
Lancaster, OH 43130-1081

Telephone: (740) 653-8154

Date: January 20, 2026

To: Nicholas Eastham
Regional Planning Commission

From: Chad Lucht, Urban Manager
Fairfield Soil and Water Conservation District

Subject: **Rushcreek Township Text Amendment**
Accessory Dwelling Units

Please note the following comments on the Rushcreek Township Accessory Dwelling Units text amendment:

1. Note B1, to be consistent with acreage breaks that the county uses, should consider having a minimum of 10.01 acres instead of 10 Acres.
2. Note B2ii, consider the use of “may” vs “shall”. May means permissive. Shall means mandatory. “Shall be a minimum of 650 sq.ft.”
3. Note B2ii, how is the size of the primary dwelling measured? Does it come from the resident indicating the size or does it come from the Auditor’s website?
4. May want to consider having a maximum sq. ft. of the accessory dwelling unit. For example, a 3200 sq. ft. house can have a 3200, sq. ft. accessory dwelling unit. The definition indicates a smaller, secondary independent dwelling unit. There is the possibility of having very large accessory dwellings based on the proposed language.

Fairfield County Building Department Monthly Report - January 2026

Final Approved	Address	City/Village	Township	Cost Estimate	Date Received
Gas Station Ownership Change - COO	2049 Horns Mill Rd.	Lancaster	Berne	0.00	12/08/25
Tim Hortons Ownership Change - COO	2053 Horns Mill Rd.	Lancaster	Berne	0.00	12/08/25
Eastbound Fitness, LLC - COO	5692 Winchester Rd	Carroll	Bloom	0.00	09/25/25
Event Center - COO	1306 Collins Rd	Lancaster	Greenfield	0.00	12/30/25
AT&T New Cell Tower	4011 Lancaster-Thornville Rd NE	Pleasantville	Pleasant	575,000.00	11/25/24
Buckeye Ridge - Change of Use	3550 Blacklick Eastern Rd NE	Millersport	Walnut	300,000.00	10/14/25
New Applications	Address	City/Village	Township	Cost Estimate	Date Received
Event Center - COO	1306 Collins Rd	Lancaster	Greenfield	0.00	12/30/25
Claypool Electric Building	1275 Lancaster-Kirdersville Rd	Lancaster	Greenfield	100,000.00	01/07/26
Buckeye Ridge - Change of Use	3550 Blacklick Eastern Rd NE	Millersport	Walnut	25,000.00	01/14/26
Jackson Lake Bathhouse	3715 Cedar Hill Rd NW	Canal Winchester	Bloom	150000	01/21/26
Short Term Rental - COO	3385 Savage Hill Rd	Lancaster	Berne	0.00	01/21/26
Welcome Sign	11709 Blacklick-Eastern Rd NE	Millersport	Walnut	15,000.00	01/23/26
Welcome Sign	12601 Blacklick-Eastern Rd NE	Millersport	Walnut	15,000.00	01/23/26

BILLS
REGIONAL PLANNING COMMISSION
February 3, 2026

530000	CONTRACTUAL SERVICES	
	Crossroads Community	\$12,000.00
	TOTAL	\$12,000.00