

TO: Fairfield County Regional Planning Commission

FROM: Holly R. Mattei, AICP
Interim Director

DATE: April 29, 2025

SUBJECT: Meeting Notice and Agenda

There will be a meeting of the Fairfield County Regional Planning Commission on **Tuesday, May 6, 2025, 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 – April 1, 2025
2. President's Report
3. Zoning Text Amendment
Liberty Township - Several Zoning Amendments
4. Building Department Applications Under Review for Building Permits
5. Bills
6. Other Business
7. Adjourn

Holly R. Mattei, AICP
Interim Director

www.co.fairfield.oh.us/rpc

MINUTES

April 1, 2025

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, Vince Carpico, Chasilyn Carter, Joe Ebel, Amanda Everitt, Charles Hockman, Kent Huston, Anthony Iachini, Douglas Ingram, Robert LeVeck, Jarrod Mahaffey, Gina Matos, Ben Myers, Brian Randles, Carly Sparrow, Tony Vogel, Ira Weiss, Rod Williams, Jeff Williamsen, Mike Wolfe, Adam Young and Commissioner Dave Levacy.

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

ITEM 1. MINUTES

The minutes of March 4, 2025, Fairfield County Regional Planning Commission meeting, were presented for approval. Ira Weiss made a motion for approval of the minutes. Carly Sparrow seconded the motion. The motion passed.

ITEM 2. PRESIDENT'S REPORT

Jennifer Morgan welcomed everyone to the meeting.

ITEM 3. SUBDIVISION ACTIVITY

Joshua Hillberry presented the following reports:

ITEM 3a. STONE HILL ESTATES – PRELIMINARY PLAN EXTENSION

OWNER/DEVELOPER: Price Brothers LLC

ENGINEER/SURVEYOR: Sands Decker

LOCATION AND DESCRIPTION:

The proposed development is located along the north side of Brandt Road in Bloom Township. This site contains 160.43 acres and is zoned RR – Rural Residential District within Bloom Township zoning.

The developer is requesting a 180-day extension of the preliminary plan. This would extend the preliminary plan through September 2025.

SUBDIVISION REGULATIONS REVIEW COMMITTEE COMMENTS:

The Subdivision Regulations Review Committee recommends approval of the 180-day extension of the preliminary plan.

A motion was made by Tony Vogel to approve the Subdivision Regulations Committee recommendation. Ira Weiss seconded the motion. Motion passed.

ITEM 3b. BASIL WESTERN LOGISTICS CENTER – FINAL PLAT EXTENSION

OWNER/DEVELOPER: Roebling Development Company

ENGINEER/SURVEYOR: Civil & Environmental Consultants, Inc.

LOCATION AND DESCRIPTION:

The proposed development is located along the north side of Basil Western Road in Violet Township. This site contains 58.266 acres and is zoned PBID – Planned Business and Industrial District within Violet Township zoning.

The developer is requesting two 180-day final plat extensions. This would extend the final plat approval through March 2026.

SUBDIVISION REGULATIONS REVIEW COMMITTEE COMMENTS:

The Subdivision Regulations Review Committee recommends approval of the 180-day extensions of the Final Plat.

A motion was made by Mayor Matos to approve the Subdivision Regulations Committee recommendation. Kent Huston seconded the motion. Motion passed.

ITEM 4. ZONING MAP AMENDMENTS

Nicholas Eastham presented the following reports:

ITEM 4a. APPLICANT: Jerry Johnson

LOCATION & DESCRIPTION: The property proposed to be rezoned is located at 2686 Bauman Hill Rd SE, Lancaster, OH 43130. The application does not describe the area to be rezoned other than by address. Per the Fairfield County Auditor's site, the parcel number for this address is 0040006400, which is one lot that contains 131.20 acres. The application should clearly denote the area to be rezoned.

EXISTING ZONING: The property is currently zoned RR – Rural Residential District. According to the Berne Township Zoning Code, this district's purpose is to provide areas for large lot single family residential development reflecting very low density and a rural lifestyle.

EXISTING LAND USE: Residential

PROPOSED REZONING: PRB – Planned Rural Business District. According to the Berne Township Zoning Code, this district’s purpose is to provide for a limited business activity in locations where commercial activity as permitted in the GB District would be inappropriate.

PROPOSED LAND USE: To renovate an existing barn and use it for an event venue/space.

ADJACENT ZONING

NORTH	RR Rural Residential
EAST	RR Rural Residential
WEST	RR Rural Residential
SOUTH	RR Rural Residential

ADJACENT USES

Residential
Residential
Agricultural
Residential

STAFF RECOMMENDATION:

Staff recommend approval of the proposed rezoning with the following recommendations:

1. Any new or renovated commercial buildings would require a building permit through the Fairfield County Building Department.
2. That any driveways/access points meet the recommendations and requirements from both the Fairfield County Engineer’s Office and Berne Township’s Roads Department.
3. That there are adequate water and sewer systems to accommodate the increased use of this property.

RPC staff recommends approval because we believe event centers can be adequately integrated into a residential area, if appropriate measures are taken. The Township currently utilizes the PRB district for this type of use, so we therefore recommend approval of this rezoning based upon the set-up of the township’s current code. It should be noted that such uses that are appropriate for a zoning district but need additional oversight, are typically handled through a conditional use process for the applicable zoning district. The use of the PRB zoning district could be considered spot zoning as there is no comprehensive approach to rezoning to this district. The Township should consider moving the uses permitted under the PRB district so that they are considered as conditional uses in the appropriate zoning district(s) to alleviate this concern.

A motion was made by Ira Weiss to approve the RPC staff recommendation. Josh Anders seconded the motion. Jarrod Mahaffey asked if the event type was limited. Holly Mattei stated no, but said Regional Planning is recommending the township consider moving the uses to conditional uses in the appropriate zoning district. After discussion, the motion passed.

ITEM 4b. APPLICANT: Dan Witkiewicz

LOCATION & DESCRIPTION: The property proposed to be rezoned is located at 1000 McGrery Rd SE, Lancaster, OH 43130. The application does not describe the area to be rezoned other than by address. Per the Fairfield County Auditor’s site, the parcel number for this address is 0040078840, which is one lot that contains 5.33 acres. The application should clearly denote the area to be rezoned.

EXISTING ZONING: The property is currently zoned RR – Rural Residential District. According to the Berne Township Zoning Code, this district’s purpose is to provide areas for large lot single family residential development reflecting very low density and a rural lifestyle.

EXISTING LAND USE: Residential

PROPOSED REZONING: PRB – Planned Rural Business District. According to the Berne Township Zoning Code, this district’s purpose is to provide for a limited business activity in locations where commercial activity as permitted in the GB District would be inappropriate.

PROPOSED LAND USE: To use the existing 3-bedroom residence as a short-term rental, to allow a maximum of 6-8 occupants at once.

ADJACENT ZONING

NORTH	RR Rural Residential
EAST	RR Rural Residential
WEST	RR Rural Residential
SOUTH	RR Rural Residential

ADJACENT USES

Agricultural
Agricultural
Agricultural
Residential

STAFF RECOMMENDATION:

Staff recommend approval of the proposed rezoning with the following recommendations:

1. Any renovations or additions to a building for commercial use would require a building permit through the Fairfield County Building Department.
2. That the applicant schedules a sewage treatment system inspection with the Fairfield County Health Department for their review.

RPC staff recommends approval because we believe short-term rentals can be adequately integrated into a residential area, if appropriate measures are taken. The Township currently utilizes the PRB district for this type of use, so we therefore recommend approval of this rezoning based upon the set-up of the township’s current code. It should be noted that such uses that are appropriate for a zoning district but need additional oversight, are typically handled through a conditional use process for the applicable zoning district. The use of the PRB zoning district could be considered spot zoning as there is no comprehensive approach to rezoning to this district. The Township should consider moving the uses permitted under the PRB district so that they are considered as conditional uses in the appropriate zoning district(s) to alleviate this concern.

Jeff Williamsen asked if short term rentals require a license. Holly Mattei and Mike Berry said no licenses are required. After discussion, a motion was made by Ira Weiss to approve the RPC staff recommendation. Amanda Everitt seconded the motion. Motion passed.

ITEM 4c. APPLICANT: LeVeck Commercial Construction and Development, LLC

LOCATION & DESCRIPTION: The property proposed to be rezoned includes two parcels located on the south side of Basil-Western Road, and north of US-33. Per the Fairfield County Auditor's site, the parcel numbers for this site are 0370211730 and 0370211720, which are 3.631-acre and 12.441-acre lots, respectively. The total area would contain 16.072-acres.

EXISTING ZONING: The property is currently zoned PBID – Planned Business and Industrial District. According to the Violet Township Zoning Code, this district's purpose is to "provide an opportunity for a mix of open space, recreational, commercial and light industrial uses not otherwise permitted within the standard zoning district classifications."

EXISTING LAND USE: Vacant

PROPOSED REZONING: PBID – Planned Business and Industrial District. The rezoning would change the previously proposed PBID to another.

PROPOSED LAND USE: To use the 12.441-acre parcel "used for industrial/warehouse/distribution center uses," and the 3.631-acre parcel "used for a bar/restaurant and other associated uses."

ADJACENT ZONING		ADJACENT USES
NORTH	PCD Planned 33 Corridor District	Commercial
EAST	PCD Planned 33 Corridor District	Commercial
WEST	M-2 Limited Manufacturing District	Commercial
SOUTH	R-2 Single Family Residential District	Residential

STAFF RECOMMENDATION:

Staff recommend approval of the proposed rezoning with the following recommendations:

1. If this rezoning is approved by the Township, how will the township handle the acreage that was previously rezoned to PBID but has not been included in this rezoning? Will this area retain the previous PBID zoning but require a new preliminary plan? The previously approved layout included a building straddling the lot line for the acreage not included in this rezoning.
2. A new preliminary plan under the Fairfield County Subdivision Regulations will need to be submitted after the landowner disputes have been resolved to the satisfaction of the Fairfield County Prosecutor's office.

A motion was made by Ira Weiss to approve the RPC staff recommendation. Doug Ingram seconded the motion. Motion passed.

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 Amanda Everitt to approve the bills for payment. Doug Ingram seconded the motion. Motion passed.

ITEM 7. OTHER BUSINESS

The online lot split process has been initiated and is going well. The township zoning inspectors should be getting notifications requiring comments in the review process.

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

Minutes Approved By:

Jennifer Morgan, President

Kent Huston, Secretary

LIBERTY TOWNSHIP ZONING RESOLUTION AMENDMENT

Liberty Township has submitted several proposed changes to its zoning code. The proposed changes affect Article III, Section 8.6, Section 9.6(G), and Section 9.6(H). A summary of these changes is summarized below.

SUMMARY OF CHANGES

- a) Article III
 - 1) Adds definition for “industrial.”
 - i) “Making or intended to make a profit.”
 - 2) Adds definition for “A.D.A.”
 - i) “American Disabilities Act.”
 - 3) Adds definition for “JEDD.”
 - i) “Joint Economic Development District. A JEDD is a special-purpose territorial district created by contract between municipal corporations and townships for the purpose of encouraging economic development, creating jobs, and improving the economic welfare of citizens.”
 - 4) Adds definition for “NCA.”
 - i) “New Community Authority”
 - 5) Adds definition for “New Community.”
 - i) “A community or development of property in relation to an existing community planned so that the resulting community includes facilities for the conduct of industrial, commercial resident, cultural, educational, and recreational activities, and designed in accordance with planning concepts for the placement of utility, open space, and other supportive facilities
 - 6) Adds definition for “CEDA.”
 - i) “Cooperative Economic Development Agreement. The legislative authority of one or more municipal corporations, by ordinance or resolution, and the board of township trustees of one or more townships, by resolution, may enter into a cooperative economic development agreement.”
 - 7) Adds definition for “Common Open Space.”
 - i) “Land designated for the benefit of residents and intended for recreation or aesthetic purposes.”
 - 8) Adds definition for “downsizing.”
 - i) “Changing the zoning of a property to a lower value use.”
- b) Section 8.6
 - 1) Establishes lot area, setback, and height requirements for each District.
 - 2) “All new construction shall conform to and join a CEDA, JEDD, or NCA as directed by the Township Trustees excepting Rural Residential and Agricultural Districts.”

- c) Section 9.6(G)
 - 1) Amends development standards
 - i) Increases minimum lot size to 2.00-acres (from 1.00-acre).
 - ii) Decreases maximum building height to 35 feet (from 40 feet).
- d) Section 9.6(H)
 - 1) Adds driveway requirement
 - i) Concrete must stop a minimum of 3 feet from the road edge

ANALYSIS

Fairfield County Technical agencies either expressed no concern, or did not provide comment.

Upon review, RPC Staff identified several areas of revision for Article III:

If the term “industrial” is referring to the intention of making a profit, how would this term or the General Industrial District (I-1) defer from other commercial uses or districts?

There are several definitions, such as A.D.A., JEDD, NCA and CEDA, that are defined in either federal or state laws. We recommend that these definitions match the associated federal and state laws. RPC further recommends the Township resolution incorporate language stating that the definitions shall automatically update to reflect any changes made to the corresponding definition at the federal or state level.

RPC staff agrees with the intent of the language proposed in Section 8.6, but the language is vague. It should also be tied to a specific action within the zoning code (i.e. approval of a rezoning, development plan, etc.) RPC staff recommends that the township consult with legal counsel to revise this language to ensure it is crafted in the most appropriate manner so that it is legally defensible.

The term “downzoning” may be a more accurate term than “downsizing.”

STAFF RECOMMENDATION

RPC Staff recommends modification of the proposed amendment to address the above comments in the Analysis section of the report.

Liberty Township Zoning Resolution Amendments/New Definitions April 8 2024

New Definitions

Industrial-Making or intended to make a profit.

A.D.A.- American Disabilities Act

JEDD- Joint Economic Development District. A JEDD is a special-purpose territorial district created by contract between municipal corporations and townships for the purpose of encouraging economic development, creating jobs, and improving the economic welfare of citizens

NCA-New Community Authority

New Community-A community or development of property in relation to an existing community planned so that the resulting community includes facilities for the conduct of industrial, commercial resident, cultural, educational, and recreational activities, and designed in accordance with planning concepts for the placement of utility, open space, and other supportive facilities

CEDA-Cooperative Economic Development Agreement. The legislative authority of one or more municipal corporations, by ordinance or resolution, and the board of township trustees of one or more townships, by resolution, may enter into a cooperative economic development agreement (CEDA).

Common Open Space- Land designated for the benefit of residents and intended for recreation or aesthetic purposes.

Downsizing- Changing the zoning of a property to a lower value use.

Additions to Resolution are highlighted

8.6 DEVELOPMENT STANDARDS

A. Lot Area, Setback, and height requirements for each District are listed in Article IX and are hereby established. The General Development Standards as listed in Article X are hereby established and shall apply to development within the districts as specified in this Zoning Resolution.

B All new construction shall conform to and join a CEDA, JEDD, or NCA as directed by the Township Trustees excepting Rural Residential and Agricultural Districts.

9.6 Small Scale Commercial District (B-1)

G. Lot Area, Yard Requirements, Height Limits, and Other Development Standards.

1. Minimum Lot Area required shall be **two (2)** acres. (previously 1 acre)
6. Maximum height shall be **35 ft** (previously 40 ft)

H. Driveway Requirements (one permanent residential drive per parcel permitted)

- 4. Concrete must stop a minimum of 3 feet from the road edge.** (addition)

Fairfield County Building Department Monthly Report - April 2025

Final Approved	Address	City/Village	Township	Cost Estimate	Date Received
Pleasantville-Otte Park Concessions Restroom	292 Summit St	Pleasantville	Walnut	175,000.00	03/01/24
Fairfield Career Center - Oven Electrical Work	3985 Coonpath Rd NW	Carroll	Greenfield	16,600.00	03/03/25
Company Wrench Interior Alterations	4805 Scooby Lane NW	Carroll	Greenfield	500,000.00	11/25/24
OUCU Financial - New Building	2808 Columbus-Lancaster Rd NW	Lancaster	Greenfield	2,184,000.00	06/17/24
Lancaster Soapbox Derby	3060 B.I.S. RD SW	Lancaster	Hocking	33,433.00	02/14/25
Soggy Paws - COO	1818 1/2 Basil Western Rd.	Baltimore	Liberty	None Listed	03/19/25
New Applications	Address	City/Village	Township	Cost Estimate	Date Received
Lancaster Sport Cycles Addition	4646 Old Columbus Rd NW	Carroll	Greenfield	120,000.00	04/09/25
Tavern 22 - Patio COO	5270 Sand Hill Rd	Amanda	Amanda	None Listed	04/14/25

BILLS
REGIONAL PLANNING COMMISSION
May 6, 2025

530000	CONTRACTUAL SERVICES	
	Crossroads Community	\$11,650.00
	TOTAL	\$11,650.00