

MINUTES

September 3, 2024

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, Ron Baker, Caleb Chamberlain, Amie Cohen, Glenn Decker, J.B. Dick, Amanda Everitt, Charles Hockman, Kent Huston, Douglas Ingram, Gina Matos, Carol Moore, Mitch Noland, Dan Singer, Robert Slater, Carly Sparrow, Tony Vogel, Ira Weiss, Jeff Williamsen, Commissioner Jeff Fix and Commissioner Dave Levacy.

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

ITEM 1. MINUTES

The minutes of the August 6, 2024, Fairfield County Regional Planning Commission meeting, were presented for approval. Charles Hockman made a motion for approval of the minutes. Dan Singer seconded the motion. Motion passed.

ITEM 2. PRESIDENT'S REPORT

Jennifer Morgan welcomed everyone to the meeting.

ITEM 3. SUBDIVISION ACTIVITY

Josh Hillberry presented the following report:

ITEM 3a. FAIRFIELD CAREER CENTER – FINAL PLAT

OWNER/DEVELOPER: EASTLAND FAIRFIELD CAREER CENTER

ENGINEER/SURVEYOR: GLENN DECKER, PE / KEVIN BEECHY

LOCATION AND DESCRIPTION:

The proposed development is located at 3985 Coonpath Road, Carrol, Ohio 43112, in Greenfield Township. The site contains 80.264 acres, split into 2 parcels (0130822500 & 0130054700) and is zoned (SU) – Special Use District within Greenfield Township Zoning.

SUBDIVISION REGULATIONS COMMITTEE COMMENTS:

1. The name of the subdivision final plat shall be the same as that for which the preliminary plan was approved, Fairfield Career Center - New Lab Building.
2. The off-site easement across the Ridenour property is not shown that the proposed storm sewer passes through to the proposed outlet. The storm sewer also crosses property owned by the Career Center (Parcel # 0130823000) to get an adequate outlet. An off-site drainage easement must be shown on the plat across both the Ridenour property and Parcel # 0130823000). If the easement from Ridenour is obtained by a separate instrument and recorded separately, then the recording information must be shown on the final plat. If the easement from Ridenour is being granted with the final plat, then Ridenour must sign the final plat.
3. The construction drawings were submitted prior to the final plat and the review of both documents are off cycle. The next submittal shall include both the construction drawings and final plat simultaneously.
4. Per Section 4.9.3 of the Fairfield County Subdivision Regulations, the Hunter's Run Conservancy District must approve the plans [which includes the construction drawings and final plat].
5. That the applicant executes the county's standard development agreement and submits any required inspection fees, recreation fees and construction assurance.
6. The Subdivision Regulations Committee recommend approval of the final plat subject to the requirements of:
 - a. Technical Review Committee
 - b. Fairfield County Engineers' Office
 - c. Fairfield County Utilities
 - d. Fairfield Soil and Water Conservation District
 - e. Fairfield County Health Department
 - f. Greenfield Township Zoning
 - g. Hunter's Run Conservancy District

A motion was made by Commissioner Levacy to approve the Subdivision Regulations Committee recommendation. Commissioner Fix seconded the motion. The motion passed.

ITEM 3b. HERON CROSSING SOUTH – FINAL PLAT

OWNER/DEVELOPER: RICKETTS FAMILY FAIRFIELD FARMS, LTD / M/I HOMES OF CENTRAL OHIO, LLC

ENGINEER/SURVEYOR: CURTIS PRILL / EMH&T

LOCATION AND DESCRIPTION:

The proposed development is located north of Refugee Road (west of Heron Crossing and south of Heron Crossing West) in Violet Township. Access is proposed from Tybee Way (Heron Crossing West) and Sanctuary Drive (Heron Crossing). The site contains 15.035 acres and is zoned (PRD) - Planned Residential District within Violet Township Zoning. Sewer and water services will be provided to the site by Fairfield County Utilities.

SUBDIVISION REGULATIONS COMMITTEE COMMENTS:

1. The plat shall note that any alterations to the stream preservation zone must be approved by the Ohio EPA and/or the US Army Corp of Engineers. Note 'A' shall be revised to clearly note that this is an HOA maintained area, the DMD will not maintain this area since there are no improvements being made in this area. The note shall also state the stream permit number.
2. Does the developer intend to build the multiuse path along the south side of Sanctuary with the public improvements or as the houses are constructed? If the path is delayed until the construction of the house, the cost of the path shall be held within the construction bond until such time that they are completed to the satisfaction of the County Inspectors.
3. That the applicant executes the county's standard development agreement and submits any required inspection fees, recreation fees and construction assurance.
4. The Subdivision Regulations Committee recommend approval of the final plat subject to the requirements of:
 - a. Technical Review Committee
 - b. Fairfield County Engineers' Office
 - c. Fairfield County Utilities
 - d. Fairfield Soil and Water Conservation District
 - e. Fairfield County Health Department
 - f. Violet Township Zoning

A motion was made by Commissioner Fix to approve the Subdivision Regulations Committee recommendation. Commissioner Levacy seconded the motion. The motion passed.

ITEM 4. ZONING MAP AMENDMENT

Nicholas Eastham presented the following reports:

ITEM 4a. APPLICANT: Donald Cain

LOCATION & DESCRIPTION: The property proposed to be rezoned is located at 4369 Chicken Coop Hill Road, Sugar Grove, 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 0040058300, which is one lot that contains 2.039 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: Wholesale car lot

ADJACENT ZONING		ADJACENT USES
NORTH	RR Rural Residential	Residential
EAST	RR Rural Residential	Residential
WEST	RR Rural Residential	Agricultural
SOUTH	RR Rural Residential	Residential

STAFF RECOMMENDATION:

Staff recommends disapproval of the proposed rezoning for the following reasons:

1. A site plan was not included with the application, which must show the specific location of all existing and proposed buildings, setbacks and yards, existing and proposed vegetation and landscaping, and other prominent physical features.
2. The application does not provide adequate landscaping and buffering of the proposed car storage area from the adjacent residential uses.
3. There are significant environmental and safety concerns with storing vehicles within a FEMA floodway.
4. There is a lack of information as to how the on-site sewage system will be addressed to comply with the Fairfield County Health Department requirements.

Note: The following comments are general comments provided to the township that it should consider for all rezonings. RPC staff are willing to work with the township to ensure these items are included in their zoning code and properly addressed going forward.

- The Township does not appear to have a Zoning Amendment application. The Township utilized a Zoning Permit form and modified it to reflect a Zoning Amendment

application. The application was submitted by the Zoning Inspector and not the property owner and does not have a signature from the applicant. Since rezonings are a legislative matter, we recommend that a notarized signature of the applicant be required on this and all future Zoning Amendment applications.

- There is no legal description or parcel number included to be rezoned listed on the application. A Zoning Amendment application should include clear information of the area to be rezoned to avoid future legal challenges.

A motion was made by Amanda Everitt to approve the RPC staff recommendation. Commissioner Fix seconded the motion. The motion passed.

ITEM 4b. APPLICANT: Doug Kuepfer (River Radio Ministries)

LOCATION & DESCRIPTION: The property proposed to be rezoned is located at 375 ½ Kettle Hill Road (3352 B.I.S Rd), Sugar Grove, OH 43130. It consists of one parcel (parcel # 0040036200), which is 0.73 acres. The application does not include a legal description of the area to be rezoned. RPC staff has assumed the area to be rezoned based upon the application and the information gathered from the Auditor’s website. It is recommended that the Township obtain a legal description of the area to be rezoned or to have the applicant verify in writing the parcel number 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: TWFCO radio tower and building

ADJACENT ZONING		ADJACENT USES
NORTH	RR Rural Residential	Residential
EAST	RR Rural Residential	Residential
WEST	RR Rural Residential	Residential
SOUTH	RR Rural Residential	Residential

STAFF RECOMMENDATION:

Staff recommends approval of the proposed rezoning because the proposed tower is a

reasonable height and surrounded by natural vegetation that buffers it from adjacent residential uses. It is recommended that the Township require a 150-foot zone to be shown on the site plan to ensure that all residential structures are outside of this area.

Note: The following comments are general comments provided to the township that it should consider for all rezonings. RPC staff are willing to work with the township to ensure these items are included in their zoning code and properly addressed going forward.

- The Township does not appear to have a Zoning Amendment application. The Township utilized Zoning Permit form and modified it to reflect a Zoning Amendment application. The application was submitted by the Zoning Inspector and not the property owner and does not have a signature from the applicant. Since rezonings are a legislative matter, we recommend that a notarized signature of the applicant be required on this and all future Zoning Amendment applications.
- There is no legal description or parcel number included to be rezoned listed on the application. A Zoning Amendment application should include clear information of the area to be rezoned to avoid future legal challenges.

A motion was made by Kent Huston to approve the RPC staff recommendation. Amanda Everitt seconded the motion. Commissioner Fix amended the motion to include FAA approval in the recommendation. Commissioner Levacy seconded. The amended motion passed. After discussion, all voted aye and the motion passed.

ITEM 5. BUILDING DEPARTMENT APPLICATIONS UNDER REVIEW FOR BUILDING PERMITS

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

ITEM 6. PY2023 CDBG INTERGOVERNMENTAL AGREEMENT

Holly Mattei explained approval is needed to enter into an Intergovernmental Administrative Services Agreement with Fairfield County to provide services for the PY2023 CDBG Critical Infrastructure Grant.

Tony Vogel made a motion to approve the administrative service agreement. Doug Ingram seconded the motion. The motion passed with Commissioner Fix and Commissioner Levacy abstaining.

ITEM 7. BILLS

Holly Mattei presented the following bills for payment:

558000	TRAVEL & EXPENSES	<u>\$11,000.00</u>
	TOTAL	\$11,000.00

A motion was made by Commissioner Fix to approve the bills for payment. Amanda Everitt seconded the motion. Motion passed.

ITEM 8. OTHER BUSINESS

None

There being no further business, a motion was made to adjourn the meeting by Doug Ingram and seconded by Dan Singer. Motion passed.

Minutes Approved By:

Jennifer Morgan, President

Kent Huston, Secretary