

## **MINUTES**

**July 19, 2023**

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: Ron Baker, Vince Carpico, Michelle Dumolt, Todd Edwards, Gail Ellinger, Andy Ety, Ralph Hedrick, Charles Hockman, Kent Huston, Randy Kemmerer, Lonnie Kosch, Bob Ortman, Jeff Porter, Rick Szabrak, Tony Vogel, Ira Weiss, Bill Yaple and Commissioner Dave Levacy.

RPC Staff: Holly Mattei and Sharlene Bails.

### **ITEM 1. MINUTES**

The minutes of the June 6, 2023, Fairfield County Regional Planning Commission meeting, were presented for approval. Ira Weiss made a motion for approval of the minutes. Commissioner Levacy seconded the motion. 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/REQUEST:** Minor Subdivision Variance to Section 2.1.1F, Liberty Twp

**OWNER/DEVELOPER:** Andrew Ety

**SURVEYOR/ENGINEER:** N/A

**LOCATION AND DESCRIPTION:** This property is located along Poplar Creek/Stemen Road and is a 15.69 acre parcel with frontage on Stemen and Poplar Creek Roads. The applicant is proposing to split this parcel into four smaller lots ranging in size from 3.3 to 4.7 acres each. The western portion of this site has FEMA designed floodway and floodplain on it. Section 2.1.1F of the Fairfield County Subdivision Regulations states that: "Minor Subdivisions shall not be granted within any floodway noted in the latest flood hazard studies completed within Fairfield County. The applicant is requesting a variance to this Section of the Fairfield County Subdivision Regulations to allow these lots to be split with floodway along the western border of each of the proposed lots.

**ANALYSIS:**

1. The northernmost lot (+/-4.7 acres) would be impacted the most by the floodway. A rough measurement on the Fairfield County Auditor's GIS site shows that approximately 2.5 acre of this lot would be comprised of either floodway or 100-year floodplain. The floodway and floodplain cut through the northwest area of this lot.
2. There is minimal floodway on the other three lots, and it is contained to the far west corner (back) of each of these lots. These lots do have substantial 100-year floodplain on them, but this is allowed per the Subdivision Regulations. A flood building permit will be required prior to construction or development on the proposed lots.
3. The Health Department has been able to locate a location for both a primary and secondary on-site sewer system for each lot. The developer should consider adding a deed restriction to each lot to notify future landowners of the number of permitted bedrooms for each house, unless otherwise approved by the Fairfield County Department of Health.
4. The Fairfield County Utilities Department is requesting that a 30-foot future sanitary sewer easement be added to the rear of each lot. This is not a requirement, but something that could be considered by the applicant.
5. The Fairfield County Engineer's office is prohibiting access along Stemen Road and within 125 feet of the intersection on Poplar Creek Road. The lots may have access to Poplar Creek Road based upon permitting from Liberty Township. This is a requirement of the variance approval.
6. Liberty Township requires 175 feet of road frontage for each lot. A rough measure on the Fairfield County Auditor's GIS site shows the larger parcel has approximately 760 feet of frontage, which would allow up to 190 feet of frontage per lot. The applicant has not provided a survey yet, so compliance with this requirement cannot be determined at this time.

**SUBDIVISION REGULATIONS COMMITTEE RECOMMENDATION:**

The Subdivision Regulations Committee recommends approval of the Minor Subdivision Variance to Section 2.1.1F of the Fairfield County Subdivision Regulations, subject to complying with the requirements of Fairfield County Engineer's, Fairfield County Utilities Department, Fairfield Soil and Water Conservation District, the Fairfield County Health Department and Liberty Township Zoning as well as the Fairfield County Flood Damage Prevention Regulations.

A motion was made by Kent Huston to approve the Subdivision Regulations Review Committee recommendation. Ira Weiss seconded the motion. Randy Kemmerer advised the board that Stemen and Poplar Creek are both township roads. The motion passed.

**ITEM 4. ZONING MAP AMENDMENT**

Holly Mattei presented the following report:

**APPLICANT:** Michael Frankhouser

**LOCATION & DESCRIPTION:** The property proposed to be rezoned is located at 0 Dolson CT NW Carroll. It consists of one parcel (parcel # 0130094200), which is 17.11 acres.

**EXISTING ZONING:** R-3 – Urban Density Residential District. According to the Greenfield Township Zoning Code, this district’s purpose is to “accommodate a variety of housing types... including single and multiple-family residences... to provide for a diversity of housing opportunity and choice within Greenfield Township” [320.01].

**EXISTING LAND USE:** “None.”

**PROPOSED REZONING:** I – Industrial District. This district’s purpose is to “provide suitable areas for a range of industrial activities, while protecting the character of adjacent and nearby residential and commercial areas” [355.01].

**PROPOSED LAND USE:** Light Industrial

ADJACENT ZONING		ADJACENT USES
NORTH	R-3 and I	Agriculture
EAST	I	Agriculture
WEST	I	Retail
SOUTH	I	Storage and Retail

### **RPC STAFF RECOMMENDATION**

RPC Staff recommends approval of the rezoning. The proposed facility is surrounded by existing industrial zoning classifications, has access to Dolson Court which leads to a major highway, and is served by central water and sewer services.

Since this is a standard zoning district (not a planned district), the Township cannot grant conditions to the rezoning. However, RPC staff recommends after the rezoning is approved that the Township work with the applicant to ensure that the following items are addressed as part of the zoning permit process.

1. The proposed plans show the existing access to the FCU water tower being relocated and that the applicant obtains a MOU regarding to the satisfaction of FCU; and
2. The proposed plans show either a private driveway along the east side of the property (for internal circulation purposes), or if improved to public road standards, then show the public improvements extending to Dolson Street.
3. The applicant works with the Soil and Water Conservation District to ensure that any

existing and proposed basins have adequate capacity and address water quality requirements; and

4. The applicant obtains a Flood Building Permit from the Fairfield County Regional Planning Commission.
5. The applicant complies with Sections 435.03 and 355.05 and all other applicable sections of the Greenfield Township Zoning Resolution.

A motion was made by Bill Yapple to approve the RPC staff recommendation. Ira Weiss seconded the motion. Commissioner Levacy and Holly Mattei discussed the platted right of way and roadway. Kent Huston reminded everyone this is a recommendation to the township. The motion passed with Lonnie Kosch, Greenfield Township, abstaining.

#### **ITEM 5. RFQ FOR PROFESSIONAL SERVICES**

A request for qualifications for professional and technical services was posted. It was recommended to approve the proposal received from Crossroads Community Planning, LLC for a 18 month term at \$11,000 a month.

A motion was made by Randy Kemmerer to approve the proposal submitted by Crossroads Community Planning, LLC. Ira Weiss seconded the motion. The motion passed.

#### **ITEM 6. BUILDING DEPARTMENT APPLICATIONS UNDER REVIEW FOR BUILDING PERMITS**

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

#### **ITEM 7. BILLS**

Holly Mattei presented the following bills for payment:

530000	CONTRACTUAL SERVICES	
	Crossroads Community	\$6,500.00
	TOTAL	\$6,500.00

A motion was made by Gail Ellinger to approve the bills for payment. Ira Weiss seconded the motion. Motion passed.

#### **ITEM 8. OTHER BUSINESS**

Rick Szabrak advised the board members of an upcoming Open House on August 24, 2023, at 5:30 p.m. at the Liberty Center.

There being no further business, a motion was made to adjourn the meeting by Kent Huston

and seconded by Todd Edwards. Motion passed.

Minutes Approved By:

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Jennifer Morgan, President

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Kent Huston, Secretary