

FAIRFIELD  
COUNTY  
REGIONAL PLANNING COMMISSION



**ANNUAL  
REPORT  
2018**

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# 2018 Planning Commission

**President:** Phil Stringer

**First Vice-President:** Doug Ingram

**Second Vice-President:** Betsy Alt

**Secretary:** Kent Huston

## **FAIRFIELD COUNTY COMMISSIONERS**

Steve Davis

\*Carri Brown

Mike Kiger

\*Rick Szabrak

Dave Levacy

## **CITY OF LANCASTER**

Zack DeLeon

Dan Singer

Mitch Noland

Rachel Elsea

## **CITY OF PICKERINGTON**

Clement Chukwu

\*Phyllicia Faieta

## **AMANDA VILLAGE**

Mark Moore

## **BALTIMORE VILLAGE**

Teri Wise

\*Bradley Nicodemus

## **BREMEN VILLAGE**

Jeffrey White

## **CANAL WINCHESTER**

Mike Ebert

## **CARROLL VILLAGE**

Tammy Drobina

## **LITHOPOLIS VILLAGE**

Joe Taylor

\*Ed VanVickle

## **MILLERSPORT VILLAGE**

Gary Matheny

## **PLEASANTVILLE VILLAGE**

John Snook

## **RUSHVILLE VILLAGE**

Steven Turben

\*Jeffrey Shull

## **STOUTSVILLE VILLAGE**

Jim Mann

## **SUGAR GROVE VILLAGE**

Karen Roberts

## **THURSTON VILLAGE**

Bob Ortman

\*Mary Boring

## **WEST RUSHVILLE VILLAGE**

## **EX-OFFICIO MEMBERS**

Jeremiah Upp, County Engineer

Tony Vogel, Sanitary Engineer

Chad Lucht, Fairfield Soil & Water Conservation District

Dave Libben, NRCS District Conservationist

Larry Hanna, Health Department

## **Staff:**

Loudan Klein, Executive Director

James Mako, Assistant Director

Gail Beck, Adm. Assistant

## **FAIRFIELD COUNTY APPOINTEES**

Phil Stringer

Douglas Ingram

Dean LaRue

Jerry Rainey

Ira Weiss

Jennifer Morgan

Todd Edwards

## **AT-LARGE APPOINTEES**

Betsy Alt

Kent Huston

Bill Yaple

## **AMANDA TOWNSHIP**

Cheryl Kohler

## **BERNE TOWNSHIP**

Rich Mathias

## **BLOOM TOWNSHIP**

Carol Moore

\*Jason Smith

## **CLEARCREEK TOWNSHIP**

## **GREENFIELD TOWNSHIP**

Kevin Yeamans

\*Lonnie Kosch

## **HOCKING TOWNSHIP**

Gail Ellinger

## **LIBERTY TOWNSHIP**

Craig Getz

## **MADISON TOWNSHIP**

Herbert Tatman, Sr.

## **PLEASANT TOWNSHIP**

Joe Kemmerer

## **RICHLAND TOWNSHIP**

Ron Baker

\*Brian Oliver

## **RUSHCREEK TOWNSHIP**

Charles Hockman

\*Chad Ashbaugh

## **VIOLET TOWNSHIP**

Darrin Monhollen

Greg Butcher

## **WALNUT TOWNSHIP**

Larry Neeley

\*denotes designated alternate

# Summary

**The RPC provides a broad range of services to its members including subdivision review and approval, grant writing and administration, local food initiatives, active transportation planning and implementation, and other long range planning services. The following includes the major RPC services and accomplishments in 2018.**

2018 was a busy and exciting year for the RPC. We kicked off 2018 by adopting the update to our Future Land Use Plan. Throughout the year we continue to revisit the plan and utilize it monthly to guide our land use recommendations. RPC staff spent much of 2018 preparing and submitting grant applications for the Community Development Block Grant Program. The applications are outlined in more detail later in the report. Lead by James Mako, the RPC was extremely successful in receiving all the competitive grants applied for the Villages of Sugar Grove and Millersport. Combined with the \$300,000 received in allocation funds, we are excited to announce we received nearly \$1,000,000 in grant funding through the CDBG program. RPC staff continued planning efforts with MORPC as part of the Central Ohio Rural Planning Organization (CORPO). At the end of the 2018 the CORPO committee made up of 7

counties surrounding the central Ohio region adopted the CORPO plan. This plan entails detailed population analysis and projects and most importantly, a prioritized list of transportation projects in Fairfield County. Ideally this organization will receive some state or federal funding soon. If that becomes the case we are in a great position to get some projects off the ground. In other transportation efforts, RPC staff, although no longer a board member of the Fairfield County Transportation Improvement District (TID), regularly attends and assists the board in whatever capacity we can.

Watershed planning efforts remained underway in 2018. The Fairfield County Storm Water Advisory and Educational Sub-Committee is established to provide a forum for public participation in the development and implementation of a storm water program to compliment any existing public input

processes currently established for those communities within Fairfield County that the Environmental Protection Agency has identified as a Municipal Separate Storm Sewer System (MS4) community. This advisory and educational board will be focused towards the MS4 communities in Fairfield County and includes representatives from Violet Township, Liberty Township, the City of Canal Winchester, the City of Pickerington, the City of Lancaster, the City of Lithopolis, the Soil and Water Conservation District, the Utilities Department and the County Engineer's office. Other communities may also participate, if so desired.

The Committee continued to meet in 2018 providing an opportunity for the MS4 communities to network and discuss best practices. In 2018, the focus of the committee was highlighting the new Ohio EPA construction general permit.

These are the major activities that the RPC participated in 2018 while continuing its daily operations of the office. RPC staff plans to continue to seek new opportunities to help grow our organization and assist with improving the quality of life for our member communities.



# CDBG

Fairfield County continues to participate in the Community Development Block Grant (CDBG) program, administered by the Ohio Development Services Agency. The RPC, by contract with the Fairfield County Board of Commissioners, prepares the bi-annual allocation application to the program and conducts the county's Fair Housing program. As requested, RPC also prepares competitive grant applications for those communities that qualify.

In 2018, the County received \$302,000 from the Office of Community Development to undertake projects that will benefit primarily low-moderate income individuals. Funds were directed towards sidewalk improvements for the Village of Pleasantville, parent education (Family Adult Children First Council), facility improvements (Meals on Wheels), and matching funds for Sugar Grove and Millersport competitive grant applications.

Fairfield County applied for and received two competitive grants, the first being a \$200,000 Critical Infrastructure grant to repair the waste water treatments facility for the Village of Sugar Grove. The second grant awarded was a \$500,000 Neighborhood Revitalization Grant for the Village of Millersport. Those improvements

will include: road improvements, sidewalks, flood and drainage improvements, and Miller Park improvements. In total over the course of 2018-2020, RPC staff will be administering over \$1,000,000 in grants for Fairfield County residents.

In 2017, Fairfield County was awarded a Critical Infrastructure Grant for the Village of Baltimore to repair the Water Street Bridge and exposed waterline. That project has been awarded a bid and is currently under construction.

Fairfield County has had an affirmative Fair Housing program since 1981. The Regional Planning Commission provides services to the Board of County Commissioners in the implementation of the program. The services stressed by the County are educational and include attending meetings throughout

the County to present the fair housing laws, publishing news articles concerning fair housing, and distributing fair housing brochures. In addition, the RPC responds directly to inquiries from individuals about possible fair housing violations.

During 2018, staff only received 7 complaints, 5 of which were related to landlord tenant disputes. Staff continues to educate the community on fair housing laws and landlord tenant relations as needed. In 2018 staff presented Fair Housing trainings at CDBG public hearings and the local Lancaster Landlord Association meeting.

# Subdivisions

The Regional Planning Commission administers the Fairfield County Subdivision Regulations and the Fairfield County Flood Damage Prevention Regulations. RPC staff also provides technical assistance to township, village and municipal zoning officials. These regulations and services help to protect public health and safety and play a central role in ensuring development reflects the goals identified by the communities within Fairfield County.

Divisions of land not involving the opening, widening, or extension of any new streets or easements of access are considered to be either minor subdivisions or exempt lot splits, depending upon the size of the lot(s). If a lot is less than 5.01 acres, it is regulated by the minor subdivision standards. Minor subdivisions are limited to four lots plus the remainder from a tract of land. If a lot is 5.01 acres or greater or a sale or exchange of parcels of land without the creation of a new building site (“tie”) is proposed, it is processed as an exempt lot split. All other land divisions are considered to be major subdivisions.

In 2018, there were a total of 188 lots splits comprising of approximately 1,742 acres. Thirty eight percent of

the lots splits were exempt tied lot splits, where no new building sites were being created.

There were a total of 9 plats recorded in 2018 for the entire county. The 9 plats totaled 165 new lots and 43 condominium units on 250 acres. Growth trends for the central Ohio region indicate sustained if not increased growth that we have seen over the last several years.

As population projections have increased, so have jobs and commercial development. With adjacent access to I-70 and US 33, Fairfield County has been a growing destination for businesses.

**165 Lots**  
**(Platted Major Sub.)**

**188 Lots**  
**(Split(Minor Sub.))**

# cont.

## MINOR SUBDIVISION ACTIVITIES SUMMARY JANUARY 1 – DECEMBER 31, 2018 FAIRFIELD COUNTY RPC

| Township                  | Approved Lots<br>(Under 5.01 Acres) |                | Exempted Lots<br>(Over 5.01 Acres) |                  | Exempted Lots<br>(Tied) |                |
|---------------------------|-------------------------------------|----------------|------------------------------------|------------------|-------------------------|----------------|
|                           | Number<br>of Splits                 | Acres          | Number<br>of<br>Splits             | Acres            | Number<br>of Splits     | Acres          |
| AMANDA                    | 1                                   | .735           |                                    |                  |                         |                |
| BERNE                     |                                     |                | 2                                  | 38.416           | 5                       | 135.823        |
| BLOOM                     | 7                                   | 19.320         | 1                                  | 5.236            | 3                       | 12.702         |
| CLEARCREEK                |                                     |                | 3                                  | 16.570           | 3                       | 7.069          |
| GREENFIELD                | 4                                   | 9.162          | 2                                  | 17.527           | 3                       | 16.221         |
| HOCKING                   | 5                                   | 14.488         |                                    |                  | 3                       | 1.993          |
| LIBERTY                   | 8                                   | 22.852         | 7                                  | 69.802           | 3                       | 6.666          |
| MADISON                   |                                     |                | 2                                  | 37.757           | 1                       | 3.870          |
| PLEASANT                  |                                     |                | 2                                  | 11.876           | 3                       | 1.457          |
| RICHLAND                  | 1                                   | 3.001          |                                    |                  | 1                       | 20.051         |
| RUSHCREEK                 | 1                                   | 1.507          | 2                                  | 54.708           | 1                       | 4.00           |
| VIOLET                    | 6                                   | 9.300          |                                    |                  | 5                       | 22.020         |
| WALNUT                    | 2                                   | 4.030          |                                    |                  | 3                       | 2.500          |
| <b>First Half Totals</b>  | <b>35</b>                           | <b>84.395</b>  | <b>21</b>                          | <b>251.892</b>   | <b>34</b>               | <b>234.372</b> |
| AMANDA                    |                                     |                | 1                                  | 9.225            | 4                       | 9.374          |
| BERNE                     | 2                                   | 3.386          | 3                                  | 18.716           | 4                       | 177.967        |
| BLOOM                     | 1                                   | 2.378          |                                    |                  | 2                       | 20.137         |
| CLEARCREEK                |                                     |                | 3                                  | 25.994           | 5                       | 92.770         |
| GREENFIELD                | 3                                   | 4.705          |                                    |                  | 4                       | 15.324         |
| HOCKING                   |                                     |                |                                    |                  | 4                       | 38.162         |
| LIBERTY                   | 3                                   | 8.953          | 5                                  | 146.796          | 5                       | 14.742         |
| MADISON                   |                                     |                | 7                                  | 177.310          | 1                       | 6.637          |
| PLEASANT                  |                                     |                | 4                                  | 57.567           | 1                       | 1.480          |
| RICHLAND                  |                                     |                |                                    |                  |                         |                |
| RUSHCREEK                 | 1                                   | 4.375          | 3                                  | 49.935           |                         |                |
| VIOLET                    |                                     |                | 7                                  | 150.437          | 3                       | 3.459          |
| WALNUT                    | 3                                   | 4.395          | 13                                 | 124.458          | 6                       | 2.854          |
| <b>Second Half Totals</b> | <b>13</b>                           | <b>28.192</b>  | <b>46</b>                          | <b>760.438</b>   | <b>39</b>               | <b>382.906</b> |
| <b>2018 TOTALS</b>        | <b>48</b>                           | <b>112.587</b> | <b>67</b>                          | <b>1,012.330</b> | <b>73</b>               | <b>617.278</b> |

|                    | Number     | Acres            |
|--------------------|------------|------------------|
| <b>GRAND TOTAL</b> | <b>188</b> | <b>1,742.195</b> |

# Zoning

Zoning is a legislative tool for regulating land use by dividing areas into districts that permit specific types of uses, which include agriculture, residential, commercial and industrial. Zoning regulations identify minimum width and area requirements, as well as setback requirements, height limitations and density standards for each land use district.

In Fairfield County, zoning is adopted and administered on a township basis. Eleven of the county's thirteen townships are zoned. The RPC staff coordinates with the township zoning officials to insure that all new subdivision proposals presented to the RPC for review and approval meet township zoning requirements.

As required by the Ohio Revised Code, the RPC advises townships on all proposed zoning map or text amendments. RPC staff prepares a report that assesses the conformance of proposed revisions with other adopted plans and policies, and also details other issues that are relevant in the rezoning consideration. The RPC then makes a recommendation for consideration by the township zoning commission prior to making its recommendation on the zoning change to the board of township

trustees. In 2018, the RPC made recommendations on 7 zoning amendments- one text and six map amendments. This was a 50% increase in the number of zoning amendments from 2017.

RPC staff assists township zoning inspectors, zoning commissions, boards of appeals, and trustees on a wide variety of zoning related issues, often meeting with township zoning officials to discuss issues of zoning amendments and zoning administration. Also, the RPC offers an informational service, responding to zoning questions and maintaining copies of the township regulations for public use. Most of the townships have authorized the RPC to reproduce their zoning regulations and make them available to the public.

| Amendments   |          |          |
|--------------|----------|----------|
| Township     | Text     | Map      |
| Berne        | -        | 2        |
| Greenfield   | -        | 1        |
| Liberty      | 1        | 1        |
| Violet       | -        | 1        |
| Walnut       | -        | 1        |
| <b>TOTAL</b> | <b>1</b> | <b>6</b> |

# Floodplain

As part of Fairfield County’s participation in the regular phase of the Federal National Flood Insurance Program (NFIP), the county adopted Special Purpose Flood Damage Prevention Regulations in 1989. The latest revision to these Regulations occurred in 2012. The Regulations require that the RPC review all proposed development activities located on property within areas identified by FEMA as flood hazard areas (within the 100-year flood boundary).

During 2018, RPC staff issued seventeen Special Purpose Development Permits, seven less than what was issued in 2017. This represents a 29% decrease in flood hazard development.

In addition to reviewing flood hazard development permits, RPC staff maintains Fairfield County Flood Insurance Rate Maps (FIRM) issued by FEMA for unincorporated areas of the county as well as for most of the incorporated cities and villages. These maps are available to the public in the RPC office during normal business hours or they can be downloaded from the RPC web site [www.co.fairfield.ohio.us/rpc](http://www.co.fairfield.ohio.us/rpc). The RPC maintains a Flood Plain Reference Book for unincorporated areas of Fairfield County for

individuals and organizations (such as township and village officials, title companies, and financial institutions) that use this information on a daily basis.

RPC staff also provides written flood hazard certifications for a nominal fee. The number of flood hazard certifications issued by the department has been minimal over the last several years.

| <b>Township</b> | <b>New Residential</b> | <b>Non Residential</b> | <b>Township Totals</b> |
|-----------------|------------------------|------------------------|------------------------|
| Berne           | 1                      | 3                      | 4                      |
| Greenfield      | -                      | 1                      | 1                      |
| Violet          | 3                      | 3                      | 6                      |
| Walnut          | 3                      | 3                      | 6                      |

# Financial Statement

Operating revenues for the Fairfield County Regional Planning Commission are derived from a variety of sources. Local funding includes those fees paid to the RPC by each participating unit of local governments. Additional “user fees” are paid in the form of subdivision filing and review fees, and for the processing of flood hazard building permits and certificates. Federal and state funding also represents a portion of the RPC’s revenue, and includes the reimbursement of eligible staff costs and other expenses associated with administration and implementation of various grant programs.

## 2018 BUDGET

|        |                                   |                  |
|--------|-----------------------------------|------------------|
| 511010 | Salaries                          | \$182,000.00     |
| 561000 | Supplies                          | \$ 1,200.00      |
| 574000 | Equipment                         | \$ 2,500.00      |
| 543000 | Contracts-Repair                  | \$ 2,250.00      |
| 530000 | Contract Services                 | \$ 8,000.00      |
| 530005 | Contract Services - Other         | \$ 20,000.00     |
| 558000 | Travel & Expenses                 | \$ 4,000.00      |
| 523000 | PERS                              | \$ 26,000.00     |
| 526000 | Worker’s Compensation             | \$ 2,000.00      |
| 525000 | Unemployment Compensation         | \$ 10.00         |
| 590000 | Other Expenses                    | \$ 520.00        |
| 522000 | Medicare                          | \$ 2,700.00      |
| 521000 | Medical/Hospitalization Insurance | \$ 37,000.00     |
| 521100 | Life Insurance                    | <u>\$ 115.00</u> |
|        | TOTAL                             | \$288,295.00     |

|                          |              |
|--------------------------|--------------|
| Actual 2018 Expenditures | \$252,171.18 |
|--------------------------|--------------|