

# Annual Report

2021

FAIRFIELD  
COUNTY  
REGIONAL PLANNING COMMISSION



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# 2021 COMMISSION MEMBERS

**President:** Betsy Alt

**First Vice-President:** Ira Weiss

**Second Vice-President:** Doug Ingram

**Secretary:** Kent Huston

## FAIRFIELD COUNTY COMMISSIONERS

Steve Davis  
\*Lauren Stroup  
Jeff Fix  
\*Rick Szabrak  
Dave Levacy

## CITY OF LANCASTER

Zack DeLeon  
Dan Singer  
Mitch Noland  
Rachel Elsea

## CITY OF PICKERINGTON

Clement Chukwu  
\*Phyllicia Faieta

## AMANDA VILLAGE

Charlena Fisher

## BALTIMORE VILLAGE

Teri Wise  
\*Bradley Nicodemus

## BREMEN VILLAGE

Anthony Taylor

## CANAL WINCHESTER

Mike Ebert

## CARROLL VILLAGE

Ed Drobina

## LITHOPOLIS VILLAGE

Joe Taylor  
\*Ed VanVickle

## MILLERSPORT VILLAGE

Gary Matheny

## PLEASANTVILLE VILLAGE

John Snook

## RUSHVILLE VILLAGE

Paul Norby  
\*Jeffrey Shull

## STOUTSVILLE VILLAGE

Jim Mann

## SUGAR GROVE VILLAGE

Karen Roberts  
\*Chad Lester

## 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, County Sanitarian

## FAIRFIELD COUNTY APPOINTEES

Douglas Ingram  
Jerry Rainey  
Ira Weiss  
Jennifer Morgan  
Todd Edwards  
Betsy Alt

## AT-LARGE APPOINTEES

Carri Brown  
Kent Huston  
Bill Yapple

## AMANDA TOWNSHIP

Ralph Hedrick  
\*Mark Pontius

## BERNE TOWNSHIP

Rich Mathias

## BLOOM TOWNSHIP

Carol Moore  
\*Anne Darling Cyphert

## CLEARCREEK TOWNSHIP

## GREENFIELD TOWNSHIP

Kevin Yeamans  
\*Lonnie Kosch

## HOCKING TOWNSHIP

Gail Ellinger

## LIBERTY TOWNSHIP

Randy Kemmerer

## 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

## WALNUT TOWNSHIP

Bob Slater

\*denotes designated alternate

## STAFF

James Mako, Executive Director  
Tamara Ennist, Planner  
Sharlene Bails Executive Adm. Asst.

# 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 list includes the major RPC services and accomplishments in 2021:

- Administered the FY2020 CDBG Allocation and Critical Infrastructure grants on behalf of the Fairfield County Board of Commissioners.
- Continued assistance with the Central Ohio Regional Planning Organization (CORPO) in coordination with the Mid-Ohio Regional Planning Organization (MORPC).
- Served as the Building Administrator for the Fairfield County Commercial Building Department.
- Provided zoning technical assistance for our local zoning officials.
- Ongoing revisions to the County's Subdivision Regulations including meeting with County agencies to produce design manuals for construction.
- Served on various boards and commissions to coordinate planning and development at the regional level.
- Began updates to *Fairfield Growing* which is the county's agricultural economic development plan.
- Provided technical support to the Active Transportation Sub-Committee responsible for furthering the development of bicycle and pedestrian facilities within the county.

These are the major activities that the RPC participated in 2021 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.

# 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.

## 2021 BUDGET

511010	Salaries	\$190,000.00
561000	Supplies	\$ 900.00
530000	Contract Services	\$ 23,000.00
523000	PERS	\$ 26,525.00
526000	Worker’s Compensation	\$ 3,000.00
525000	Unemployment Compensation	\$ 10.00
590000	Other Expenses	\$ 500.00
522000	Medicare	\$ 2,800.00
521000	Medical/Hospitalization Insurance	\$ 39,500.00
521100	Life Insurance	\$ 216.00
	<b>TOTAL</b>	<b>\$289,900</b>

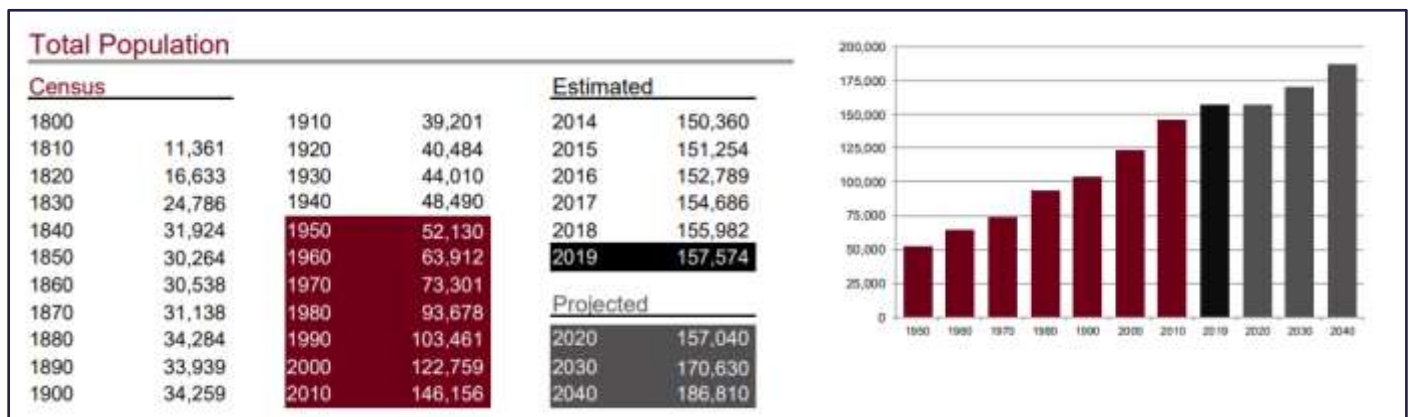
Actual 2021 Expenditures **\$257,140**

# DEMOGRAPHIC DATA

A wide variety of demographic and economic data is filtered through and utilized by our office for various planning efforts. Data obtained from the U.S.

Census (website: <https://data.census.gov/cedsci/>) is incorporated into downtown revitalization planning, comprehensive planning, and other planning documents. Data maintained by our office originates from numerous federal and state sources, as well as from efforts undertaken by RPC on behalf of county and local jurisdictions. The U.S. Census Bureau is an essential source of demographic, housing, social, and economic data that is utilized in many of our planning efforts. The Department of Housing and Urban Development (HUD) uses economic and demographic figures to identify low- and moderate-income households in Fairfield County. Regional Planning uses these figures to help administer the application process of the Community Development Block Grant (CDBG) program.

2021 saw the release of the decennial census which showed the population of Fairfield County at 158,921. This is an 8.73% increase in population from the 2010 census.



\*Prepared by the Ohio Office of Research 2020 Edition



# COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

The Fairfield County RPC both administers and applies for Community Development Block Grant (CDBG) funding on behalf of the County Commissioners. The Ohio Development Services Agency provides CDBG funding to eligible communities through the Allocation, Critical Infrastructure, and Neighborhood Revitalization grant programs. In 2020, RPC applied for \$390,000 in funding through the Allocation Program. The Allocation Program will fund projects in the Villages of Bremen, Carroll, and Thurston, Walnut Township and the Fairfield County Family Adult and Children First Council. In addition, Fairfield County successfully applied for a \$500,000 competitive Critical Infrastructure Program grant on behalf of the Village of Carroll. Carroll will be rehabilitating a portion of its sanitary sewer system with the grant funds.

In 2021 the RPC administered CDBG projects funded in the FY2020 CDBG program. These projects included: sanitary sewer project in Carroll, playground improvements in Bremen, and street improvements in Fairfield Beach.



# COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CONT.)

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 2020, staff only received 12 complaints, 11 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 2020, staff presented Fair Housing trainings at CDBG public hearings and local communities.





# 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 2021, there were a total of 235 lots splits comprising of approximately 1,280 acres. Thirty one percent of the lots splits were exempt tied lot splits, where no new building sites were being created. There were a total of 31 plats recorded in 2021 for the entire county. The RPC reviewed six of the plats recorded in 2021. Several more plat reviewed by the RPC will be recorded in 2022.



# SUBDIVISIONS (CONT.)

## Major Subdivisions Recorded in 2021

<b>CHESAPEAKE</b>	<b>SECTION 2*</b>
<b>CHESAPEAKE</b>	<b>SECTION 3*</b>
<b>GRAYSTONE</b>	<b>SECTION 2B</b>
<b>GRAYSTONE</b>	<b>SECTION 1</b>
<b>GREENGATE</b>	<b>PHASE 1 &amp; 2</b>
<b>HERON CROSSING WEST SECTION 1 PHASE 1*</b>	
<b>HERON CROSSING WEST SECTION 1 PHASE 2*</b>	
<b>HERON CROSSING WEST SECTION 2*</b>	
<b>LONGVIEW HIGHLANDS PHASE 3</b>	
<b>LONGVIEW HIGHLANDS PHASE 4</b>	
<b>LONGVIEW HIGHLANDS PHASE 5</b>	
<b>MANORS AT CROSSCREEKS CONDO NO. II</b>	
<b>SYCAMORE PARK CONDOMINIUM CORRECTION 7, 13, 14</b>	
<b>THE COTTAGES AT COMPASS POINT CONDOMINIUM FOURTH AMENDMENT</b>	
<b>THE ENCLAVE AT MEADOWMOORE CONDO PHASE 7, PART 1</b>	
<b>THE ENCLAVE AT MEADOWMOORE CONDO PHASE 7, PART 2</b>	
<b>THE ENCLAVE AT MEADOWMOORE CONDO PHASE 7, PART 3</b>	
<b>THE ENCLAVE AT MEADOWMOORE CONDO PHASE 7, PART 4</b>	
<b>THE ENCLAVE AT MEADOWMOORE CONDO PHASE 8, PART 1</b>	
<b>THE ENCLAVE AT MEADOWMOORE CONDO PHASE 8, PART 4</b>	
<b>THE ENCLAVE AT MEADOWMOORE CONDO PHASE 8, PART 2</b>	
<b>THE ENCLAVE AT MEADOWMOORE CONDO PHASE 8, PART 3</b>	
<b>THE ENCLAVE AT MEADOWMOORE CONDO PHASE 9, PART 1</b>	
<b>THE ENCLAVE AT MEADOWMOORE CONDO PHASE 9, PART 2</b>	
<b>THE ENCLAVE AT MEADOWMOORE CONDO PHASE 9, PART 3</b>	
<b>THE MANORS AT CROSSCREEKS CONDOMINIUM NO II SECOND AMENDMENT</b>	
<b>TIMBERTOP SUBDIVISION</b>	<b>PHASE ONE</b>
<b>TIMBERTOP SUBDIVISION</b>	<b>PHASE TWO</b>
<b>TURNBERRY FARMS</b>	<b>SECTION 10</b>
<b>VIOLET MEADOWS</b>	<b>SECTION 5 PHASE 2*</b>
<b>WELLINGTON PARK</b>	<b>SECTION 4</b>

**\*RPC reviewed subdivision**

# SUBDIVISIONS (CONT.)

MINOR SUBDIVISION ACTIVITIES SUMMARY  
JANUARY 1 - DECEMBER 31, 2021  
FAIRFIELD COUNTY RPC

Township	Approved Lots (Under 5.01 Acres)		Exempted Lots (Over 5.01 Acres)		Exempted Lots (Tied)	
	Number of Splits	Acres	Number of Splits	Acres	Number of Splits	Acres
AMANDA	0	0	1	5.017	0	0
BERNE	0	0	2	12.120	1	1.575
BLOOM	2	6.444	1	33.009	1	.057
CLEARCREEK	1	1.642	1	7.336	6	30.128
GREENFIELD	6	13.802	1	5.685	4	4.190
HOCKING	4	13.733	2	11.268	5	3.517
LIBERTY	7	16.113	7	106.245	3	6.436
MADISON	5	11.072	3	15.823	2	27.954
PLEASANT	1	5.000	0	0	1	1.583
RICHLAND	1	2.000	0	0	1	.305
RUSHCREEK	1	3.223	8	108.814	5	26.779
VIOLET	5	14.637	3	18.549	5	6.864
WALNUT	4	8.440	1	5.251	2	.229
<b>First Half Totals</b>	<b>37</b>	<b>96.106</b>	<b>30</b>	<b>329.117</b>	<b>36</b>	<b>109.657</b>
AMANDA	1	3.501	3	21.482	0	0
BERNE	1	2.000	0	0	1	3.230
BLOOM	7	17.799	16	150.258	5	20.355
CLEARCREEK	1	1.906	1	5.107	5	12.406
GREENFIELD	3	3.965	3	18.641	5	6.558
HOCKING	2	5.843	1	9.916	2	10.376
LIBERTY	7	20.654	2	23.513	2	1.255
MADISON	1	4.038	0	0	0	0
PLEASANT	2	5.811	0	0	5	6.328
RICHLAND	4	11.251	1	6.953	2	61.843
RUSHCREEK	3	8.291	10	112.627	6	21.994
VIOLET	6	12.492	9	58.560	4	32.633
WALNUT	6	6.836	2	56.363	3	.609
<b>Second Half Totals</b>	<b>44</b>	<b>104.387</b>	<b>48</b>	<b>463.420</b>	<b>40</b>	<b>177.587</b>
<b>2021 TOTALS</b>	<b>81</b>	<b>200.493</b>	<b>78</b>	<b>792.537</b>	<b>76</b>	<b>289.244</b>

	Number	Acres
<b>GRAND TOTAL</b>	<b>235</b>	<b>1,280.274</b>

# ZONING

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 Ohio Revised Code Section 519.12, the RPC advises townships on all proposed zoning map and 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. 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.

Amendments		
<u>Township</u>	<u>Text</u>	<u>Map</u>
Amanda		1
Greenfield	1	2
Liberty	2	1
Violet	1	
Walnut		3
TOTAL	4	7

Zoning regulations identify minimum width and area requirements, as well as setback requirements, height limitations and density standards for each land use district. In 2021, the RPC made recommendations on 11 zoning amendments- four text and seven map amendments. This was a significant increase in the number of reviews from 2020. This increase was attributed to the ongoing surge in development across the county. 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.

# FLOODPLAIN REGULATIONS

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 2021, RPC staff issued thirty-six Special Purpose Development Permits, slightly more than what was issued in 2020. 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).

<u>Township</u>	<u>Residential</u>	<u>Non Residential</u>	<u>Township Totals</u>
Berne	0	6	6
Greenfield	0	1	1
Liberty	3	0	3
Violet	5	7	12
Walnut	10	4	14





# COMMERCIAL BUILDING DEPARTMENT

The Fairfield County Regional Planning Commission administers Fairfield County's Certified County Building Department. The Building Department issues commercial building permits for non-residential buildings in the unincorporated areas of the county (except Violet Township) as well as within the villages of Baltimore and Millersport. Fairfield County has an annual contract with Toole & Associates to provide for certified inspection services. In 2021 the building department issued 103 permits for various commercial developments within the County.