

MINUTES

February 3, 2026

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, Joe Ebel, Gail Ellinger, Amanda Everitt, Charles Hockman, Kent Huston, Chad Lester, Jarrod Mahaffey, Mark Matthews, Kelsey Miller, Darrin Monhollen, Matt Nihiser, Mitch Noland, Joe Palmer, Jason Smith, Ira Weiss, and Jeff Williamsen.

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

ITEM 1. MINUTES

The minutes of January 6, 2026, Fairfield County Regional Planning Commission meeting, were presented for approval. Ira Weiss made a motion for approval of the minutes. Mark Matthews seconded the motion. The motion passed.

ITEM 2. PRESIDENT'S REPORT

Jennifer Morgan welcomed everyone to the meeting.

ITEM 3. ZONING TEXT AMENDMENT

Nicholas Eastham presented the following report:

APPLICANT: Ruschcreek Township

Ruschcreek Township has submitted several proposed changes to its zoning code. The proposed changes add an additional section. A summary of these changes is summarized below.

SUMMARY OF CHANGES

- a) Accessory Dwelling Units (ADUs)
 - 1) Adds definitions
 - 2) Adds purpose and regulations
 - i) Regulations include permitted number, size, and location of ADU
 - ii) Includes required zoning district (RR – Rural Residential) and lot size

- (10-acre minimum) to permit ADU
iii) Includes permitted uses

ANALYSIS

Fairfield County Engineer's Comments:

The Fairfield County Engineer's Office shared that they did not have concerns with this text amendment.

Fairfield Soil and Water Conservation District Comments:

The Fairfield County Soil and Water Conservation District noted a discrepancy between the definition and regulation of ADUs, where the definition notes that ADUs are smaller, but the regulations permit an ADU "no larger than" the primary dwelling. They also had questions on how the measurements of the primary dwelling would be obtained. In addition, they had recommendations to verbiage of the regulations.

Fairfield County Health Department Comments:

The Fairfield County Health Department shared that they did not have concerns with this text amendment.

RPC Staff Comments:

1. If ADUs are proposed as a housing option/solution for vulnerable populations (as the purpose notes), requiring a 10.00-acre minimum could greatly limit how many are permitted. This would also be affected by potential subdivision.
2. As mentioned by the Fairfield Soil and Water Conservation District, the definition and regulations for maximum ADU size should be consistent. Language should also be added to explain how the size of primary dwelling and ADU will be calculated.
3. In reference to B2v., since the ADU is only permitted in RR - Rural Residential District, it may be more convenient to state the required setbacks instead of referring to them.

STAFF RECOMMENDATION:

RPC Staff recommend **approval** of the proposed amendment with the following recommendations:

- 1) To clarify the permitted size of ADUs for consistency, as well as requirements within the regulations. Language should also be added to explain how the size of primary dwelling and ADU will be calculated.
- 2) To consider reducing the minimum lot size required to permit an ADU.
- 3) To submit ADU applications to the Fairfield County Health Department to review for

septic/sanitary and well requirements.

A motion was made by Kent Huston to approve the RPC staff recommendation. Ira Weiss seconded the motion. The board discussed how other townships are handling their accessory dwelling units. After discussion, the motion passed with Charles Hockman, Rushcreek Township, abstaining.

ITEM 4. BUILDING DEPARTMENT APPLICATIONS

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

ITEM 5. BILLS

Holly Mattei presented the following bills for payment:

530000	Contractual Services		<u>\$12,000.00</u>
		TOTAL	\$12,000.00

A motion was made by Amanda Everitt to approve the bills for payment. Ira Weiss seconded the motion. The motion passed.

ITEM 6. OTHER BUSINESS

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

Minutes Approved By:

Jennifer Morgan, President

Kent Huston, Secretary