

MINUTES

August 5, 2025

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, Andy Artzner, Mike Berry, Vince Carpico, Amie Cohen, Bob Deter, Gail Ellinger, Charles Hockman, Kent Huston, Mary Johnson, Jarrod Mahaffey, Gina Matos, Darrin Monhollen, Mike Purcell, Brian Randles, Carly Sparrow, Jon Spires, Corey Theuerkauf, Mason Ward, Ira Weiss, Jeff Williamsen, and Commissioner Dave Levacy.

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

ITEM 1. MINUTES

The minutes of the May 6, 2025, 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

Josh Hillberry presented the following reports:

ITEM 3a. WINDING CREEK – FINAL PLAT EXTENSION

OWNER/DEVELOPER: Bambauer Deter Enterprise, LLC / Bob Deter

ENGINEER/SURVEYOR: EMH&T (Original Engineer)

LOCATION AND DESCRIPTION:

The proposed development is located along the west side of Milnor Road in Violet Township. This site will contain 27.550 acres and is zoned PD – Planned Residential District within Violet Township zoning. Access is proposed from Milnor Road. Water and sanitary sewers will be provided by Fairfield County Utilities.

A preliminary plan for Winding Creek (269 lots) was approved by the Regional Planning Commission in January 1996. The Regional Planning Commission conditionally approved the

Winding Creek Sec. 5, Pts 1 and 2 Final Plats on November 4, 2003. Section 5, Pt 1 Final Plat has been recorded.

The Final Plat approval for Section 5, Pt 2 plat has been extended by the Commission to August 2025. The developer is requesting two 180-day extensions, which would extend the plat until August 2026.

SUBDIVISION REGULATIONS COMMITTEE COMMENTS:

1. The Subdivision Regulations Committee recommends disapproval of the two 180-day extensions to the Winding Creek, Section 5, Part 2, Final Plat.
2. In light of the previous requests, limited progress made towards completing the development, and significant changes to the area; the Subdivision Regulations Committee recommends that the applicant pursue a revised preliminary plan to address the additional traffic volume and changes in water quality requirements.
3. Other Review Agency Comments

A motion was made by Ira Weiss to approve the Subdivision Regulations Committee recommendation. Josh Anders seconded the motion. Bob Deter explained that Drees Homes is now involved with the project and he asked for reconsideration. Holly Mattei said Commissioner Fix wanted her to convey his opinion on the matter based on the previous extensions granted for this project. Commissioner Levacy asked what starting the process over entails. After discussion, the motion passed with Darrin Monhollen, Violet Township, abstaining.

ITEM 3b. SYCAMORE GROVE – PRELIMINARY PLAN EXTENSION

OWNER/DEVELOPER: Rockford Homes / Corey Theuerkauf

ENGINEER/SURVEYOR: Kimley-Horn / Nick Stauffenger, P.E.

LOCATION AND DESCRIPTION:

The proposed development is located along the east side of Tollgate Road in Violet Township. This site will contain 137.5 acres and is zoned PD – Planned Residential District within Violet Township zoning. Access is proposed from Tollgate Road. Water and sanitary sewers will be provided by Fairfield County Utilities.

The preliminary plan for Sycamore Grove (239 lots) was approved by the Regional Planning Commission on February 7, 2023. The preliminary plan expired on February 7, 2025, prior to the recording of the Final Plats for all sections.

The applicant is requesting two 365-day extensions of the preliminary plan, making the new expiration date for the preliminary plan February 7, 2027.

SUBDIVISION REGULATIONS COMMITTEE COMMENTS:

1. The Subdivision Regulations Committee recommends approval of both 365-day preliminary plan extension requests for the Sycamore Grove, making the new expiration date February 7, 2027.

A motion was made by Ira Weiss to approve the Subdivision Regulations Committee recommendation. Kent Huston seconded the motion. The motion passed with Darrin Monhollen, Violet Township, abstaining.

Nicholas Eastham presented the following reports:

ITEM 3c. OAK CREEK – REPLAT

OWNER/DEVELOPER: Joseph Stepleton

ENGINEER/SURVEYOR: Bill Willis (Central Surveying Company LTD)

LOCATION AND DESCRIPTION: This replat is for Lots 30 and 31 in the Oak Creek subdivision in Greenfield Township. The applicant is proposing to combine Lot 30 and Lot 31 to create one buildable lot to build additional accessory structures (a proposed pool and pole barn).

SUBDIVISION REGULATIONS COMMITTEE COMMENTS:

1. The Subdivision Regulations Committee had reviewed the replat according to the requirements of Section 711.24 of the Ohio Revised Code and had determined that there were no injuriously affected parties.
2. South Central Power shared that they did not have concerns with this replat, but requested notification if existing facilities needed to be moved or upgraded.
3. The Fairfield County Engineer's Office would require the Drainage Maintenance District to be revised, for an updated acreage and assessment for the combined lots, and offered comments related to language and formatting.
4. The Fairfield County Health Department did not have concerns with the replat.
5. Fairfield County Utilities did not have comment on the replat.
6. The Fairfield County GIS Department noted that there should be changes to the signature fields, changes to the legal description, and other technical corrections.
7. The Fairfield Soil and Water Conservation District did not have concern after reviewing the existing septic system information.
8. Greenfield Township did not have any zoning compliance concerns.

A motion was made by Commissioner Levacy to approve the Subdivision Regulations Committee recommendation. Darrin Monhollen seconded the motion. The motion passed with Jeff Williamsen, Greenfield Township, abstaining.

ITEM 3d. VALLEY VIEW FARMS – REPLAT

OWNER/DEVELOPER: Jonathan Spires

ENGINEER/SURVEYOR: Robert McFarland

LOCATION AND DESCRIPTION: This replat is for Lot 32 in the Valley View Farms subdivision in Pleasant Township. The applicant is proposing to create a new 1.500-acre lot (proposed Lot 32a) for the site of a new residence. This replat was previously approved by the Regional Planning Commission on 03/04/2025 with the condition that the adjacent landowners be required to sign the replat. As previously discussed in the original replat application, the Ohio Revised Code requires that approval is granted to any party potentially injured by changes to the plat. The Fairfield County Prosecutor's Office advised that the Regional Planning Commission is the authority to determine what parties would be injuriously impacted. The Regional Planning Commission then has a series of reviews through each technical meeting to determine what injurious parties could be impacted by this replatting process. The applicant had submitted a letter requesting that the Regional Planning Commission reconsider who is injuriously affected, or that the Regional Planning Commission reimburse the replat application fee (\$3,000.00).

SUBDIVISION REGULATIONS COMMITTEE COMMENTS:

The Subdivision Regulations Committee reviewed the applicant's request of reconsideration. Based on the aforementioned Ohio Revised Code requirements, the committee did not recommend reconsideration of the signature requirements based on the designated contacts not agreeing to sign the replat.

The Subdivision Regulations Committee did recommend approval of the consideration for reimbursement of the replat application fee.

A motion was made by Ira Weiss to approve the Subdivision Regulations Committee recommendation. Charles Hockman seconded the motion. The motion passed.

Nicholas Eastham presented the following report:

ITEM 4. ZONING MAP AMENDMENT

APPLICANT: Jerry Johnson

LOCATION & DESCRIPTION: The property proposed to be rezoned is located at 2686 Bauman Hill Rd SE, Lancaster, OH 43130. Per the Fairfield County Auditor's site, the parcel number for this address is 0040006400, which is one lot that contains 131.20 acres.

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: To renovate an existing barn and use it for an event venue/space, and the construction of an office/bridal suite and smaller venue building for indoor events.

ADJACENT ZONING

NORTH	RR Rural Residential
EAST	RR Rural Residential
WEST	RR Rural Residential
SOUTH	RR Rural Residential

ADJACENT USES

Residential
Residential
Agricultural
Residential

STAFF RECOMMENDATION:

Staff recommend approval of the proposed rezoning with the following recommendations:

1. Any new or renovated commercial buildings would require a building permit through the Fairfield County Building Department.
2. That any driveways/access points meet the recommendations and requirements from both the Fairfield County Engineer’s Office and Berne Township’s Roads Department.
3. That there are adequate water and sewer systems to accommodate the increased use of this property.

RPC staff recommends approval because we believe event centers can be adequately integrated into a residential area, if appropriate measures are taken. The Township currently utilizes the PRB district for this type of use, so we therefore recommend approval of this rezoning based upon the set-up of the township’s current code. It should be noted that such uses that are appropriate for a zoning district but need additional oversight, are typically handled through a conditional use process for the applicable zoning district. The use of the PRB zoning district could be considered spot zoning as there is no comprehensive approach to rezoning to this district. The Township should consider moving the uses permitted under the PRB district so that they are considered as conditional uses in the appropriate zoning district(s) to alleviate this concern.

Nicholas Eastham said two letters were received from residents regarding the original submission.

A motion was made by Ira Weiss to approve the RPC staff recommendation. Kent Huston seconded the motion. The motion passed.

ITEM 5. MOU – VILLAGE OF MILLERSPORT

The Village of Millersport is requesting the RPC's assistance with plan review for the development of 496 acres of land after it is annexed into the village. The Memorandum of Understanding outlines the responsibilities of each party.

A motion was made by Ira Weiss to approve the MOU. Josh Anders seconded the motion. The motion passed.

ITEM 6. CDBG PY 2024 – AGREEMENT FOR SERVICES

The agreement will allow for the reimbursement of grant and administrative services for the CDBG PY 2024.

A motion was made by Darrin Monhollen to approve the Intergovernmental Agreement for Services. Gail Ellinger seconded the motion. The motion passed with Commissioner Levacy abstaining.

ITEM 7. RESOLUTION 2025-1

Appropriations are needed for the purchase of a laptop computer for the Regional Planning office.

A motion was made by Ira Weiss to adopt Resolution 2025-1. Carly Sparrow seconded the motion. The motion passed with Commissioner Levacy abstaining.

ITEM 8. BUILDING DEPARTMENT APPLICATIONS

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

ITEM 9. BILLS

Holly Mattei presented the following bills for payment:

530000	Contractual Services	<u>\$11,650.00</u>
	TOTAL	\$11,650.00

A motion was made by Darrin Monhollen to approve the bills for payment. Kent Huston seconded the motion. Motion passed.

ITEM 10. OTHER BUSINESS

Ira Weiss gave updates to the board on several upcoming projects.

There being no further business, a motion was made to adjourn the meeting by Carly Sparrow and seconded by Josh Anders. Motion passed.

Minutes Approved By:

Jennifer Morgan, President

Kent Huston, Secretary