

## **MINUTES**

**October 7, 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, Tara Bebinger, Tim Bebinger, Mike Berry, Vince Carpico, Amie Cohen, David Denniston, Joe Ebel, Amanda Everitt, Randy Fries, Greg Groves, Jonett Haberfield, Annet Hix, Charles Hockman, Kent Huston, Jarrod Mahaffey, Steven Marincic, Joe Palmer, Mark Powers, John Rowland, Michele Rowland, Christoph Schmolmueller, Lisa Schwingshandl, Dan Singer, Carly Sparrow, Tony Vogel, Ira Weiss, Rod Williams, Jeff Williamsen, Tiffany Wilson, Commissioner Jeff Fix and Commissioner Dave Levacy.

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

### **ITEM 1. MINUTES**

The minutes of the September 2, 2025, Fairfield County Regional Planning Commission meeting, were presented for approval. Amanda Everitt made a motion for approval of the minutes. Commissioner Fix 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. VIOLET COMMERCE CENTER – PRELIMINARY PLAN**

**OWNER/DEVELOPER:** Robert Leveck/CW Industrial LLC & Gregory Groves/Ugly Mug Bar & Grill, LLC

**ENGINEER/SURVEYOR:** Randolph Fries/Brumbaugh Engineering & Surveying, LLC

#### **LOCATION AND DESCRIPTION:**

The proposed development is located along the south side of Basil-Western Road in Violet Township. This site will contain 16.072 acres and is zoned Agriculture/PBID – Planned Business and Industrial District within Violet Township zoning. Access is proposed from Basil-Western Road. Water and sanitary sewers will be provided by Fairfield County Utilities.

**SUBDIVISION REGULATIONS COMMITTEE COMMENTS:**

1. The Subdivision Regulations Committee recommends approval of the Preliminary Plan for Violet Commerce Center subject to the following conditions:
  - a. The application will need to be revised to show the 'Name of Applicant' as both CW INDUSTRIAL LLC and THE UGLY MUG BAR & GRILL LLC and both entities will need to sign the application (*submitted during the Subdivision Regulations Meeting on September 29*).
  - b. The proposed 60' shared use easement does not make sense in terms of its alignment and the proposed paved access across the easement and its service to Lot #1 and Lot #2.
  - c. All main water and sewer lines need to be in an easement.
  - d. Please note, a long-term maintenance agreement with Violet Township for the post construction water quality BMP will need to be executed. Access will need to be provided to and around the basin.
  - e. Other Agency Comments

A motion was made by Commissioner Fix to approve the Subdivision Regulations Committee recommendation. Dan Singer seconded the motion. Commissioner Fix asked what the proposed development will be, a speculative warehouse. The motion passed.

**ITEM 3b. MEADOWMOORE RESERVE, SEC. 3 – FINAL PLAT**

**OWNER/DEVELOPER:** John Donely

**ENGINEER/SURVEYOR:** Jonathon Phelps, P.S. / Advanced Civil Design

**LOCATION AND DESCRIPTION:**

The proposed development is located along the west side of Ault Road in Violet Township. This site will contain 28.782 acres, will create 55 new residential lots, and is zoned PD – Planned Residential District within Violet Township zoning. Access is proposed from Ault Road. Water and sanitary sewers will be provided by Fairfield County Utilities.

**SUBDIVISION REGULATIONS COMMITTEE COMMENTS:**

1. The Subdivision Regulations Committee recommends approval of the Final Plat for Meadowmoore Reserve, Section 3 subject to the following conditions:
  - a. Lots 155-157 the Sanitary easement is exclusive and the 15" sidewalk easement cannot be inside the sanitary easement.
  - b. The Sanitary easement needs to be extended across lot 30 and 31.
  - c. Technical comments from the Fairfield County Engineer's Office
  - d. Other Agency Comments

A motion was made by Commissioner Fix to approve the Subdivision Regulations Committee recommendation. Josh Anders seconded the motion. The motion passed.

Nicholas Eastham presented the following reports:

**ITEM 4. ZONING MAP AMENDMENT**

**APPLICANT:** Bart Overly, Blostein/Overly Architects

**LOCATION & DESCRIPTION:** The property proposed to be rezoned is located at Old Columbus Rd NW, Carroll OH 43112. The parcel numbers for this address include 0130053700, 0130053760, 0130053781, 0130053782, and 0130053783, which according to the Fairfield County Auditor's website are 22.35-acre, 1.02-acre, 1.12-acre 1.32-acre, and 1.45-acre lots, for a total of 27.26-acres.

**EXISTING ZONING:** Five of the six affected parcels are currently zoned as R-1 Rural Residential District. One of the parcels is already zoned R-3 Urban Density District.

**EXISTING LAND USE:** Open Area

**PROPOSED REZONING:** R-3 Urban Density District. According to the Greenfield Township Zoning Code, the purpose of the R-3 District is "established to accommodate a variety of housing types suited to the various lifestyles of individuals and families, including single and multiple-family residences. The objective is to provide for a diversity of housing opportunity and choice within Greenfield Township."

**PROPOSED LAND USE:** Residential – 32 townhomes and a 50-space parking lot (with 82 spaces overall)

ADJACENT ZONING		ADJACENT USES
NORTH	R-1 Rural Residential District/ B-1 Business District	Residential/Commercial
EAST	R-1 Rural Residential District/ B-1 Business District	Residential/Commercial
WEST	R-1 Rural Residential District	Agricultural
SOUTH	R-1 Rural Residential District	Agricultural

**STAFF RECOMMENDATION:**

As mentioned in the previous December 2024 RPC report, the location of the proposed Township homes is an appropriate area adjacent to Employment Center on the future land use map. RPC staff's main concern is the potential impact to the existing natural and environmentally sensitive areas including the existing wetlands and floodplain. The previous rezoning application to rezone to PUD – Planned Unit Development District would have allowed Greenfield Township additional involvement to plan for those environmental issues compared to the proposed R-3 rezoning. A straight zoning designation does not provide the township with the ability to impose conditions of approval to address these environmental concerns. Overall, RPC staff continue to find the proposed use appropriate for the area; however, staff recommends

revising the application to the originally proposed PUD designation, which would allow the approval to be subject to additional environmental controls.

A motion was made by Joe Palmer to approve the RPC staff recommendation. Kent Huston seconded the motion. Amanda Everitt asked for clarification regarding the reduction in the units and the increase in parking. Holly Mattei explained the staff's opinion, to revise the application to the originally proposed PUD designation and Commissioner Fix agreed. After discussion, all voted aye, except Amanda Everitt voted no. The motion passed with Jeff Williamsen, Greenfield Township, abstaining.

## **ITEM 5. ZONING TEXT AMENDMENT**

**APPLICANT:** Berne Township

Berne Township has submitted several proposed changes to its zoning code. The proposed changes add "Short-Term Rental/Transient Housing Compliance and Performance Standards" to its Zoning Code. A summary of these changes is summarized below.

### **SUMMARY OF CHANGES**

The bullet points below summarize the proposed additions to the Berne Township Zoning Resolution. Exhibit A shows a complete copy of the proposed additions.

- a) Purpose
  - 1) Introduces regulations for short-term rental housing
  - 2) Adds a permitting system for conditional uses
- b) Definitions
  - 1) Adds definition for hosted short-term rental/transient housing
  - 2) Adds definition for un-hosted short-term rental/transient housing
- c) Process for application and registration
  - 1) Lists required documents
  - 2) Adds a permitting system for conditional uses
- d) Requirements for registration
  - 1) Specifies general standards for structures
  - 2) Specifies parking requirements
  - 3) Adds procedure for Zoning Inspector review and enforcement

### **ANALYSIS**

The Fairfield County Prosecutor's Office has reviewed several drafts of the proposed Berne Township Short-Term Rental regulations and has continually expressed concerns regarding the enforceability of certain provisions. Specifically, the Prosecutor's Office has indicated that it does not believe an annual renewal fee may be imposed, nor that a Conditional Use Permit (CUP) may be revoked. The Prosecutor's Office has provided a proposed set of regulations that they are comfortable enforcing. This version is based on the Short-Term Rental regulations contained in the Fairfield County Model Zoning Code and includes additional provisions tailored to Berne Township. The Prosecutor's Office recommends that Berne Township adopt a

version of the Short-Term Rental General Standards derived from the Fairfield County Model Code, as reviewed and revised by their office, and presented as Exhibit B.

The Fairfield County Health Department did not express concerns over these regulations.

No other technical agency provided comment.

### **STAFF RECOMMENDATION**

RPC Staff recommends disapproval of the proposed regulations outlined in Exhibit A due to the concerns raised by the Fairfield County Prosecutor's office. Staff also recommends Berne Township to follow the revisions listed by the Fairfield County Prosecutor's Office for short-term rental standards as presented in Exhibit B.

Nicholas Eastham said comments were received from the public and were distributed to the board members.

A motion was made by Commissioner Fix to approve the RPC staff recommendation. Kent Huston seconded the motion. Holly Mattei explained the opinion from the Prosecutor's office. The board members discussed and commented and then President Morgan opened it up for public comment.

Mr. Steven Marincic provided his comments and explained his opinion regarding the proposed changes to the Berne Township Zoning Code. Tara Bebinger wanted to make sure her comments would be included with the recommendation from the commission to the township. After public comments, the motion passed.

### **ITEM 6. BUILDING DEPARTMENT APPLICATIONS**

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	<u>\$11,650.00</u>
	TOTAL	\$11,650.00

A motion was made by Amanda Everitt to approve the bills for payment. Tony Vogel seconded the motion. Motion passed with Joe Palmer abstaining.

**ITEM 8.      OTHER BUSINESS**

A resolution authorizing to appropriate from unappropriated funds for Health Insurance was presented for approval.

A motion was made by Carly Sparrow to adopt Resolution 2025-3. Amanda Everitt seconded the motion. The motion passed.

There being no further business, a motion was made to adjourn the meeting by Commissioner Fix and seconded by Dan Singer. Motion passed.

Minutes Approved By:

---

Ira Weiss, First Vice-President

---

Kent Huston, Secretary