

Delaware County Regional Planning Commission

1610 State Route 521
P.O. Box 8006, Delaware, Ohio 43015
740-833-2260 www.dcrpc.org
Scott B. Sanders, AICP *Executive Director*



MINUTES

Thursday, May 29, 2025 at 6:00 PM
Byxbe Campus Conference Room, 1610 State Route 521,
Delaware, Ohio 43015

ADMINISTRATIVE BUSINESS

- Call to order
- Roll Call
- Approval of April 24, 2025 RPC Minutes
- Executive Committee Minutes of May 21, 2025
- Statement of Policy

CONSENT AGENDA (Final Plats)

		Township	Lots/Acres
03-23.2	Clarkshaw Crossing, Section 2	Liberty	42 lots / 28.477 acres
08-25	Evans Farm Sec 6 Ph B	Orange	25 lots / 3.777 acres
	Resubdivision of lots 9262-9289 & 9309		

PLAT/LOT VACATION

11-25	Hopper's Subdivision Lot 795 vacation	Liberty	1 lot / 2.67 acres
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ZONING MAP/TEXT AMENDMENTS

13-25 ZON	Jon and Becky O'Meara – Scioto Twp. – 10.027 acres – FR-1 to PC
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OTHER BUSINESS

- Consideration for Approval: Transfer of Appropriations
- Subdivision Regulation Extension language discussion

ADMINISTRATIVE BUSINESS

- **Call to Order**

Chairman Shafer called the meeting to order at 6:00 p.m.

- **Roll Call**

Representatives: David Weade, Stephen Serio, Ric Irvine, Barb Lewis, Jeff Benton, Glynnis Dunfee, Mike Benedetti, Sarah Holt, Matt Shock, Joe Shafer, David Willyerd, Staci Hood, Jeffrey Warner, Dan Boysel, Herb Ligocki, Josh Vidor, Molly Drayer, Kent Manley, Mike Dattilo and Doug Price.
Alternates: Levi Koehler, Greg Miller, David Setzer, Will Ferguson, Eric Gayetsky, and Bill Zieber.
Staff: Scott Sanders and Brad Fisher.

- **Approval of the RPC Minutes April 24, 2025**

Mr. Shock made a motion to Approve the minutes from April. Ms. Drayer seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- **May 21, 2025 Executive Committee Minutes**

A. Call to order

Chairman Shafer called the meeting to order at 8:47 a.m. Present: Joe Shafer, Robin Duffee, Ed Snodgrass, Tiffany Maag and Gary Merrell. Staff: Scott Sanders and Stephanie Matlack.

B. Approval of Executive Committee Minutes from April 16, 2025

Ms. Maag made a motion to Approve the minutes from April 16th as presented. Mr. Duffee seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

C. New Business

1. Financial / Activity Reports for April

REGIONAL PLANNING RECEIPTS		April	YTD TOTAL
General Fees (Lot Split)	(4201)		\$4,305.00
Fees A (Site Review)	(4202)	\$800.00	\$2,000.00
Insp. Fees (Lot Line Transfer)	(4203)	\$400.00	\$1,400.00
Membership Fees	(4204)	\$2,178.00	\$280,876.25
Planning Surcharge (Twp. Plan. Assist.)	(4205)	\$2,857.51	\$5,889.99
Assoc. Membership	(4206)		
General Sales	(4220)		
Charges for Serv. A (Prel. Appl.)	(4230)	\$16,020.00	\$53,331.06
Charges for Serv. B (Final. Appl.)	(4231)	\$5,340.00	\$28,109.50
Charges for Serv. C (Ext. Fee)	(4232)	\$600.00	\$1,800.00
Charges for Serv. D (Table Fee)	(4233)		
Charges for Serv. E (Appeal/Var.)	(4234)	\$500.00	\$2,511.06
Charges for Serv. F (Planned District Zoning)	(4235)		\$500.00
		\$500.00	\$500.00
OTHER DEPT. RECEIPTS			

Health Dept. Fees	(4242)		
Soil & Water Fees	(4243)	\$200.00	\$1,000.00
Commissioner's fees	(4244)	\$800.00	\$2,400.00
		\$243.00	\$681.00
MISCELLANEOUS REVENUE			
Other Reimbursements	(4720)		
Other Reimbursements A	(4721)		
Other Misc. Revenue (GIS maps)	(4730)		
Misc. Non-Revenue Receipts	(4733)		
TOTAL RECEIPTS		\$30,438.51	\$385,303.86

Balance after receipts	\$1,263,594.56
Expenditures	<u>- \$ 42,315.26</u>
End of April balance (carry forward)	\$1,221,279.30

Mr. Duffee made a motion to Approve the Final Reports as presented, subject to Audit. Mr. Snodgrass seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

2. RPC Preliminary Agenda May

a) Sketch Plans	<u>Township</u>	<u>Lots/Acres</u>
• Britonwoods Reserve	Genoa	9 lots / 30.99 acres
b) Zoning Map / Text Amendments		
• Jon O'Meara - Scioto Twp. - 10.027 acres - FR-1 to PC		
• Ohio Land Developers LLC - Scioto Twp. - 6.917 acres - FR-1 to C-2 (withdrawn)		
c) Subdivision Projects	<u>Township</u>	<u>Lots/Acres</u>
Preliminary		
(none)		
Final		
• Clarkshaw Crossing, Section 2	Liberty	42 lots / 28.477 acres
• Evans Farm Sec 6 Ph B	Orange	25 lots / 3.777 acres
Resubdivision of lots 9262-9289 & 9309		
Plat / Lot Vacation		
• Hopper's Subdivision Lot 795 Vacation	Liberty	1 lot / 2.67 acres

3. Director's Report

Development Team Meetings

Hosted/scheduled by DCRPC, these meetings are generally quarterly and include RPC, DCEO, DCRSD, Building Safety, and Economic Development. Departments discuss project status throughout the County. **The most recent meeting was held on May 14th. Regional Water Study update, Harlem trunk sewer update, Orange Twp. industrial interest.**

The Partnership for a Healthy Delaware County and Health Behaviors Collaborative (Delaware Public Health District)

A group of agency directors, organizations, businesses, and residents representing multiple sectors of the county that assesses the health of the community and will develop an action plan to improve population health and drive policies, systems, and environmental change. The Collaborative acts as a subcommittee and is responsible for four strategies that fall within the Health Behaviors priority area of the 2023–2028 Health Improvement Plan. **Brad will be attending the Q2 meeting on May 29th.**

Transportation Advisory Committee

Hosted by MORPC, these are monthly in-person meetings. **Met on April 30.**

Central Ohio GIS Users Group

Hosted by MORPC, these are hybrid meetings that occur quarterly. GIS tips, tools, projects, data, maps and apps are shared by various agencies. Staff attends occasionally. **Brad and Da-Wei attended this virtual meeting on May 21st.**

OWU Student Walk Audit

In collaboration with Delaware Public Health District and MORPC, OWU students complete multiple Walk Audits each year as a course project. A Walk Audit is a physical survey of an identified route with a focus on safety and comfort. Students presented their Walk Audit findings from March, which included a study area (3 routes) that surrounded Conger Elementary School in the City of Delaware. **Brad participated in the Walk Audit and attended the presentation on May 2nd.**

DCRPC–Managed Projects

Harlem Township Zoning Resolution

Staff is working with the Zoning Commission on various updates in existing sections of the Zoning Resolution. **Scott met on April 28th and May 12th.**

Berkshire Township Zoning Project

Township is working with an external consultant to study certain parts of its Zoning Resolution. Staff is coordinating with consultant and providing GIS information and background material. **Continues internally.**

Shawnee Hills Comprehensive Plan

Staff has been working on updating the 2016 Plan’s background information over the last year. **A Final Draft of the Plan is currently under review and is expected to be adopted by the Village soon.**

Concord Township Comprehensive Plan

Staff is working with the Zoning Commission on various updates in existing sections of the Zoning Resolution. **Scott met on May 7th.**

Food System Capacity Building Project (contracted until September, 2025)

Collaboration between the Delaware Public Health District, DCRPC, the United Way of Delaware County, and the Delaware County Hunger Alliance (DCHA) to address food insecurity and promote healthy eating for residents within Delaware County. Staff has been contracted with Public Health for one year to complete this project, meeting with members of Public Health approximately twice a month and with the Steering Committee monthly. **Brad attended the Hunger Alliance meeting on May 9th and HA Taskforce meeting on May 13th.**

Project-specific/other meetings

Sunbury Parkway: ODOT completed an Environmental Assessment Reevaluation in February, 2025 and will update the construction phasing schedule if needed. <https://PublicInput.com/SunburyParkway>. (No update.)

US 23 Connect: The U.S. 23 Corridor Action Plan was completed in January, 2025. It explains the outcome of the 2024 Preliminary Feasibility Study and details the proposed improvement areas. (No update.) <https://publicinput.com/23connect>

4. Consideration for Recommendation of Approval:

Mr. Sanders explained that the Transfer of Appropriation is due to the unexpected purchase of furniture for the RPC collaboration room. Originally, furniture was purchased under the contract with the Byxbe renovation. Subsequent furniture needs were to be purchased by individual office budgets. This will allow some flexibility for the rest of the year and does not change the approved budget.

Mr. Merrell made a motion to recommend Approval of a Transfer of Appropriation of \$4,000 from Services and Charges, Other Services (5380) to Materials & Supplies \$3,000 (5201), Uniforms & Clothing \$500 (5224), and Food Supplies \$500 (5294). Ms. Maag seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

D. Old Business

1. Proposed amendments to Extension requests

The Executive Committee was presented draft amendments to the Subdivision Regulations regarding Extension requests. Further discussion will take place at the June Executive Committee meeting.

E. Adjourn

Having no further business, Mr. Snodgrass made a motion to Adjourn the meeting at 9:33 a.m. Mr. Merrell seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next regular Executive Committee meeting will be Wednesday, June 18, 2025 at 8:45 a.m. at 1610 State Route 521, West Conference Room, Delaware, Ohio, 43015.

- Statement of Policy

As is the adopted policy of the Regional Planning Commission, all applicants will be granted an opportunity to make their formal presentation. The audience will then be granted an opportunity to comment followed by questions from the Commission. This policy was adopted by the Regional Planning Commission to provide for the orderly discussion of business scheduled for consideration. The Chairperson may limit repetitive debate.

CONSENT AGENDA (Final Plats)

03-23.2 Clarkshaw Crossing, Section 2 – Liberty Twp. - 42 lots / 28.477 acres

Conditions

Applicant: M/I Homes / **Engineer:** EMH & T

Subdivision Type: Single Family Planned Residential

Location: North side of Hyatts Rd., east of Sawmill Parkway / **Zoned:** POD 18D

Preliminary Approval: 01/26/23

Utilities: Del-Co Water, central sanitary sewer / **School District:** Olentangy



Staff Comments

Clarkshaw Crossing received Preliminary Approval on January 26, 2023. Section 1 was recorded on September 13, 2024 and site improvements are currently underway. Section 2 of this development will include 42 single-family lots, including all lots on the east side of Valleydale Road and three lots on the west side of Valleydale Road near Coltstail Drive. There will also be 17.349-acres of dedicated open space. The remaining sections of this development will include a mix of single-family lots to the west and condominium style units to the east. The applicant is now requesting Final Plat approval for Section 2.

The applicant has presented to the RPC Office a Final Plat (mylar) signed by the various County agencies, a requirement for Final approval.

Staff Recommendation

Staff recommends *Final Approval* of Clarkshaw Crossing, Section 2 to the DCRPC.

Commission / Public Comments

Mr. Irvine made a motion for Final Approval of Clarkshaw Crossing, Section 2. Mr. Boysel seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

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08-25 Evans Farm, Sec. 6, Ph. B, Resubdivision of lots 9263-9289 & 9309– Orange Twp. –
25 lots / 3.777 acres

Conditions

Applicant: BZ Evans II, LLC / **Engineer:** Kimley-Horn

Subdivision Type: Single Family Planned Residential

Location: North of Hyatts Rd., east of Alicia Kelton Dr. / **Zoned:** Planned Residential (PR)

Preliminary Approval: 04/24/25

Utilities: Del-Co Water, central sanitary sewer / **School District:** Olentangy



Staff Comments

Evans Farm, Section 6, Phase B was originally platted in February 2025. This development will include 25 single-family lots, and the changes from the original plat generally include adding two feet in width to several lots and removing two developable lots. Preliminary approval was granted on April 24, 2025 and the applicant is now requesting Final Plat approval.

The applicant has presented to the RPC Office a Final Plat (mylar) signed by the various County agencies, a requirement for Final approval.

Staff Recommendation

Staff recommends *Final Approval* of Evans Farm, Sec. 6, Ph. B, Resubdivision of lots 9262-9289 & 9309 to the DCRPC.

Commission / Public Comments

Mr. Irvine made a motion for Final Approval of Evans Farm, Sec. 6, Ph. B, Resubdivision of lots 9262-9289 & 9309. Mr. Boysel seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

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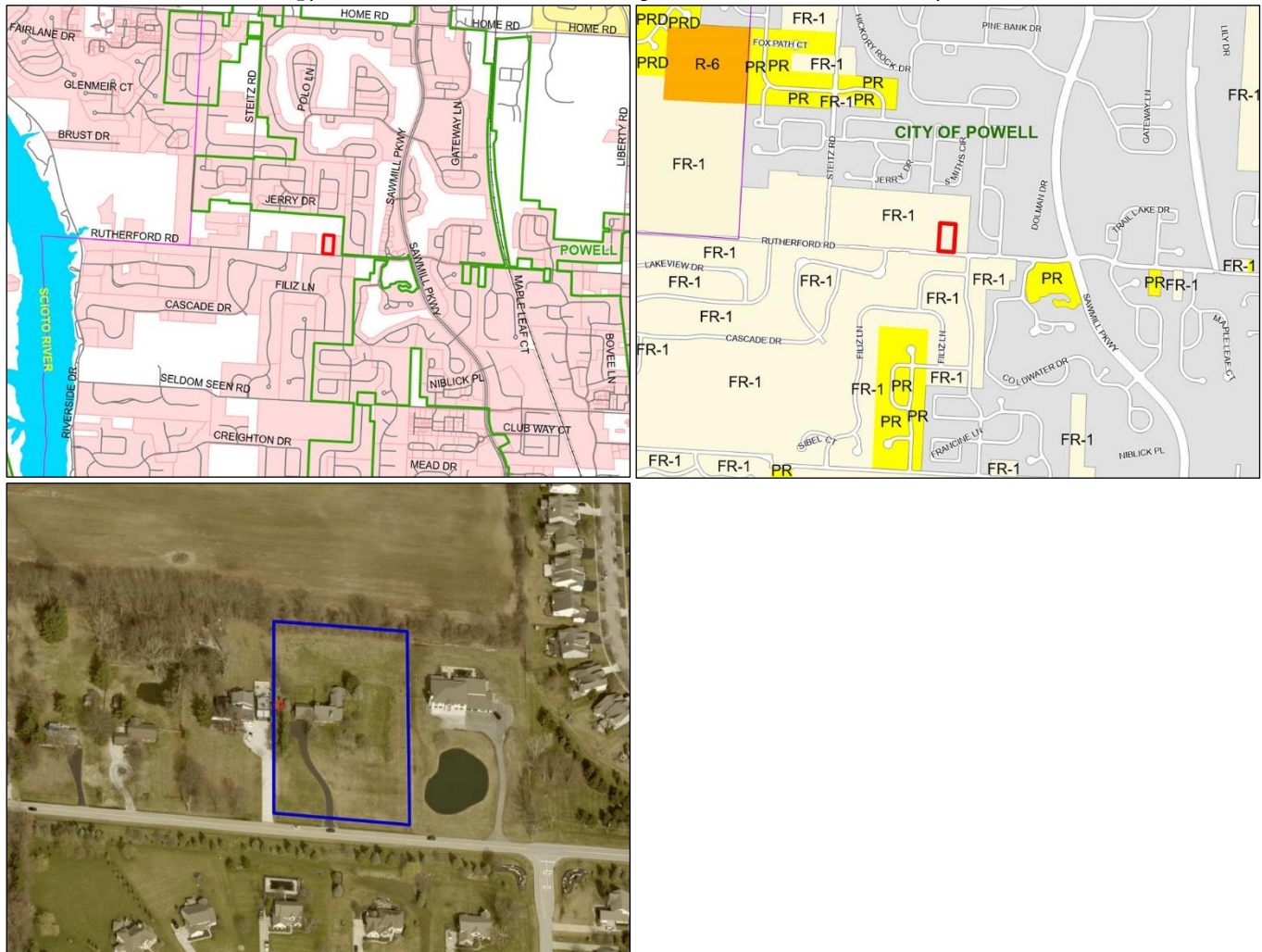
PLAT / LOT VACATION

11-25 Hopper's Subdivision Lot 795 vacation – Liberty Twp. - 1 lot / 2.67 acres

Applicant: Megan Schaffernocker / **Surveyor:** Greenland Surveying

Location: 4130 Rutherford Rd., Powell, OH / **Zoned:** Farm Residential (FR-1)

School District: Olentangy / **Utilities:** Del-Co Water, private on-lot treatment system



Staff Comments

The Hopper's Subdivision plat was recorded in 1979 and includes 2 single-family lots within a total area of 5.011 acres. The lot to be vacated is 2.67 acres in size, and the remaining platted lot is 2.34 acres in size. These lots are zoned Farm Residential District (FR-1) and vacating the plat will not impact the existing development, as both lots have been developed and no easements are identified on the plat. Platted right-of-way will remain unchanged.

The applicant has presented to the RPC Office a survey and legal description, a requirement for vacating platted lots.

Staff Recommendation

Staff recommends *Approval* of the **Plat Vacation of Hopper's Subdivision, Lot 795** to the DCRPC.

Commission / Public Comments

Mr. Irvine made a motion for Approval of the Plat Vacation of Hopper's Subdivision, Lot 795. Mr. Price seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Liberty Twp.). Motion carried.

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ZONING MAP/TEXT AMENDMENTS

13-25 ZON Jon and Becky O'Meara – Scioto Twp. – 10.027 acres – FR-1 to PC

Request

The applicants, Jon and Becky O'Meara, are requesting a 10.027-acre rezoning from FR-1 to PC to develop a state-of-the-art self-storage facility.

Conditions

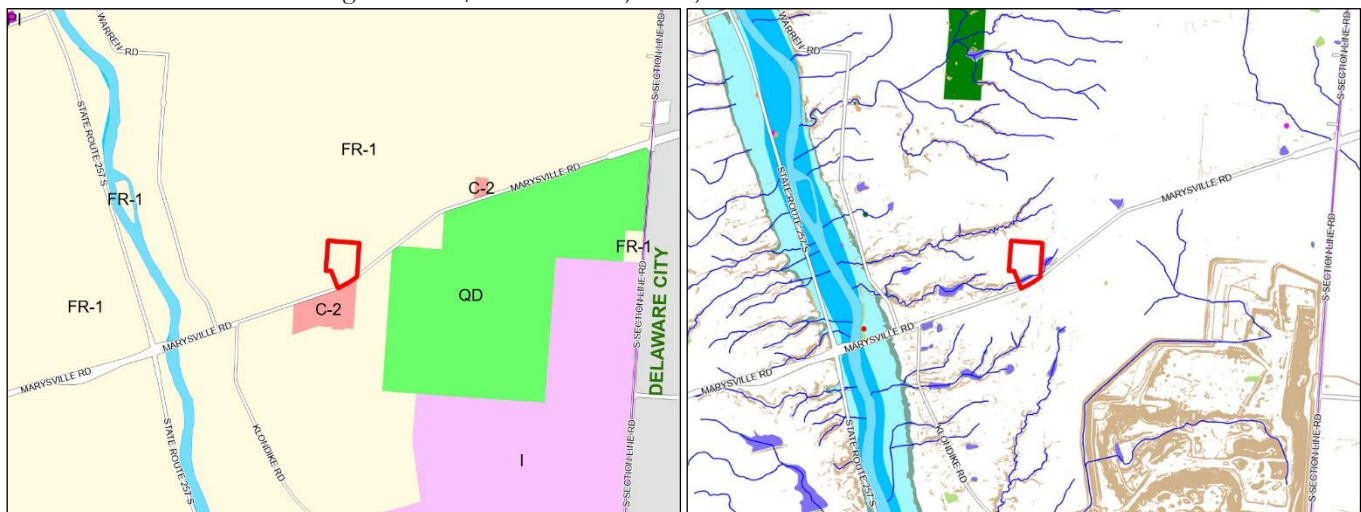
Location: 4434 Marysville Rd., Ostrander

Present Zoning: Farm Residential (FR-1) / **Proposed Zoning:** Planned Commercial (PC)

Present Use(s): Vacant / **Proposed Use(s):** self-storage, indoor and outdoor storage units

School District: Buckeye Valley / **Utilities Available:** Del-Co Water and private on-lot treatment systems

Critical Resources: Drainage course / **Soils:** BoA, BoB, GwC2





Comprehensive Plan

The Plan does not support Planned Commercial zoning (or Industrial uses) for this site, and it is unclear how natural resources will be protected.

Issues

Traffic, access and parking:

A point of ingress/egress was not identified. Access to U.S. 36 must be reviewed and approved by ODOT.

Drainage:

A drainage plan was not submitted. It appears the site naturally drains toward the wetland on site, with the high ground being to the rear of the property.

Signage, Lighting, Landscaping and Sanitary Treatment

No details were provided.

Divergences

A Development Plan was not submitted, so it's unclear if any divergences are needed. However, Staff identified the following divergences that may be required:

1. Sec. 14.06(b) – A Development Plan must be submitted with the rezoning request.
2. Sec. 14.03 – Indoor/Outdoor storage is not listed as a permitted use. The only districts that explicitly identifies “Enclosed warehouse or storage activities” as a permitted use is the Industrial (I) and Planned Industrial (PI) District. Staff notes that Sec. 14.03(h) lists “Wholesale Business, storage and warehouse”, but the proposed use is not associated with a “Wholesale Business”.

Staff Comments

Staff notes that the proposed use is not supported by the Scioto Township Comprehensive Plan, all required materials were not submitted to allow Staff to complete an in-depth review, and the proposed use is not permitted in the PC district. The applicant indicated in the Development Text that the properties across the street are zoned PC, and the nearby Lead the Way K9 Training and Boarding and Black Wing Shooting Center contribute to the viability of a commercial development at this site. Staff notes that the properties across the street are zoned C-2, not PC. The identified K9 Training and Black Wing are not zoned commercially, but FR-1.

As identified in this report, the request does not meet the criteria for approving a PC zoning; it is not consistent in all respects with the Zoning Resolution, it does not conform to the comprehensive plan and it's unclear how it would advance the general welfare of the Township. If the Township Zoning Commission and Trustees are in support of the request, Staff's recommendation would be to amend the Comprehensive Plan to support Industrial zoning for this site, which would allow for warehousing and storage. Please note that Section 14.06(f) of the Zoning Resolution requires a plat to be prepared and recorded in accordance with the Delaware County Subdivision Regulations for lots zoned Planned Commercial.

Staff Recommendations

Staff recommends **Denial** of the rezoning request by John and Becky O'Meara from FR-1 to PC to the DCRPC, Scioto Twp. Zoning Commission and Scioto Twp. Trustees, *based on the findings in this report.*

Commission / Public Comments

Mr. John O'Meara was present. He explained that with the proximity of the rifle range, quarry, commercial across the street, and park, this use made sense. They received plans from ODOT showing the widening of S.R. 36 and the removal of all the main trees along the road so visibility will be good. He stated they wanted to rezone before spending money on putting any architectural plans together.

Ms. Emily Stevens, realtor for the buyer, asked for clarification of the process. She noted that the surrounding areas made sense for this use. They are closing on the property tomorrow and wanted to present this use as an option.

Chairman Shafer explained that the Commission makes a recommendation to the Township. The RPC recommendation is based on the Comprehensive Plan of the community in making these determinations.

Ms. Holt made a motion to recommend Denial of the rezoning request by John and Becky O'Meara, based on the findings in this report. Mr. Manley seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Scioto Twp.). Motion carried.

OTHER BUSINESS

- Consideration for Approval: Transfer of Appropriations

Transfer of appropriation: \$4,000 from Services and Charges, Other Services (5380) to Materials & Supplies \$3,000 (5201), Uniforms & Clothing \$500 (5224), Food Supplies \$500 (5294)

Mr. Price made a motion to Approve the Transfer of Appropriations: \$4,000 from Services and Charges, Other Services (5380) to Materials & Supplies \$3,000 (5201), Uniforms & Clothing \$500 (5224), Food Supplies \$500 (5294). Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Subdivision Regulation Extension language discussion: Chairman Shafer mentioned that staff is working on language for Extensions in the Subdivision Regulations and will prepare recommendations in the coming months.

Having no further business, Mr. Boysel made a motion to adjourn the meeting at 6:12 p.m. Mr. Weade seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next meeting of the Delaware County Regional Planning Commission will be Thursday, June 26, 2025, 6:00 PM at the Byxbe Campus Conference Room, 1610 State Route 521, Delaware, Ohio 43015.

Joe Shafer, Chairman

Stephanie Matlack, Executive Administrative Assistant