

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, November 20, 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 October 30, 2025 RPC Minutes
- Executive Committee Minutes of November 12, 2025
- Statement of Policy

CONSENT AGENDA (Final Plats)

		Township	Lots/Acres
19-24	Triple J Farms CAD	Berkshire	4 lots / 10.22 acres
10-24.1	Parkside at Evans Farm, Section 1	Berlin	39 lots / 25.122 acres
03-25.1	Evans Farm Arrowhead, Section 1	Berlin	63 lots / 21.152 acres
14-25	Harriott Road CAD	Concord	3 lots / 13.998 acres
04-20	Slate Ridge Lot 9085, Div. #1 (Emil's Way)	Orange	3 lots / 30.546 acres

ZONING MAP/TEXT AMENDMENTS

34-25 ZON	Troy Twp. Zoning Commission – Zoning Resolution text amendments (Sec. 28.06 D, 9-11)		
35-25 ZON	Jeffrey Cutler – Troy Twp. – 4.95 acres – FR-1 to PC		
36-25 ZON	Kimberly & Ed Brady – Troy Twp. – 3.1 acres – FR-1 to PC		
37-25 ZON	Andrew & Laura Berger – Kingston Twp. – 10 acres – PRD to FR-1		

SUBDIVISION PROJECTS

		Township	Lots/Acres
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PLAT / LOT VACATION

19-25	The Town of Harlem Lots 1 & 2 Vacation	Harlem	2 lots / .417 acres
20-25	The Town of Harlem Lots 2 & 3 Vacation	Harlem	2 lots / .283 acres

EXTENSION

21-23	Longshore CAD	Trenton	5 lots / 57.7 acres
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OTHER BUSINESS

- Consideration for Approval: 2026 DCRPC Budget
- Consideration for Approval: 2026 Meeting Schedule
- Consideration for Approval: Fee Schedule

ADMINISTRATIVE BUSINESS

- **Call to Order**

Chairman Shafer called the meeting to order at 6:02 p.m.

- **Roll Call**

Representatives: David Weade, Meghan Raehll, Stephen Serio, Ric Irvine, Duane Matlack, Gary Merrell, Barb Lewis, Glynnis Dunfee, Sarah Holt, Matt Shock, Joe Shafer, Mike Cannon, David Willyerd, Staci Hood, Jeffrey Warner, James Hatten, Ed Snodgrass, Kent Manley, Mike Dattilo, and Doug Price. *Alternates:* Dean Mosier, David Setzer and Chad Green. *Arrived after roll call:* Jeff Benton (R). *Staff:* Scott Sanders, Brad Fisher, Da-Wei Liou and Stephanie Matlack.

- **Approval of the RPC Minutes October 30, 2025**

Mr. Price made a motion to Approve the October 30th minutes. Ms. Holt seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

- **November 12, 2025 Executive Committee Minutes**

A. Call to order

Chairman Shafer called the meeting to order at 8:48 a.m. Present: Joe Shafer, Robin Duffee, Ed Snodgrass and Tiffany Maag. Gary Merrell was absent. Staff: Scott Sanders and Stephanie Matlack.

B. Approval of Executive Committee Minutes from October 22, 2025

Mr. Duffee made a motion to Approve the October 22nd minutes. Ms. Maag seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

C. New Business

1. Financial / Activity Reports for October

REGIONAL PLANNING RECEIPTS		OCTOBER	YTD TOTAL
General Fees (Lot Split)	(4201)	\$1,640.00	\$11,070.00
Fees A (Site Review)	(4202)	\$1,600.00	\$7,200.00
Insp. Fees (Lot Line Transfer)	(4203)	\$1,200.00	\$4,300.00
Membership Fees	(4204)		\$280,876.25
Planning Surcharge (Twp. Plan. Assist.)	(4205)	\$1,740.25	\$16,707.31
Assoc. Membership	(4206)		
General Sales	(4220)		
Charges for Serv. A (Prel. Appl.)	(4230)	\$7,980.00	\$84,221.52
Charges for Serv. B (Final. Appl.)	(4231)	\$28,150.27	\$115,359.76
Charges for Serv. C (Ext. Fee)	(4232)	\$600.00	\$2,700.00
Charges for Serv. D (Table Fee)	(4233)		
Charges for Serv. E (Appeal/Var.)	(4234)	\$500.00	\$4,011.06
Charges for Serv. F (Planned District Zoning)	(4235)	\$1,500.00	\$6,300.00
Charges for Serv. G (Easement / Plat Vacation)	(4236)	\$1,000.00	\$2,000.00

OTHER DEPT. RECEIPTS			
Health Dept. Fees	(4242)	\$100.00	\$2,225.00
Soil & Water Fees	(4243)	\$1,000.00	\$6,200.00
Commissioner's fees	(4244)	\$558.00	\$2,682.00
MISCELLANEOUS REVENUE			
Other Reimbursements	(4720)		
Other Reimbursements A	(4721)		
Other Misc. Revenue (GIS maps)	(4730)		
Misc. Non-Revenue Receipts	(4733)		
Sale of Fixed Assets	(4804)		
TOTAL RECEIPTS		\$47,568.52	\$545,852.90

Balance after receipts	\$1,162,302.58
Expenditures	<u>\$ 60,513.80</u>
End of October balance (carry forward)	\$1,101,788.78

Ms. Maag made a motion to Approve the Financial reports as presented, subject to Audit. Mr. Duffee seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

2. RPC Preliminary Agenda November

a) Sketch Plans	<u>Township</u>	<u>Lots/Acres</u>
• Norris at Evans Farm	Berlin	185 lots / 64.2 acres
• Ross Estates	Berlin	61 lots / 19.6 acres
• Daugherty Split	Berlin	2 lots / 11.077 acres
• Harlem Township Development	Harlem	694 units / 65 acres
b) Zoning Map / Text Amendments		
• Troy Twp. Zoning Commission – Zoning Resolution text amendments (Sec. 28.06 D, 9-11)		
• Jeffrey Cutler – Troy Twp. – 4.95 acres – FR-1 to PC		
• Ed & Kimberly Brady – Troy Twp. – 3.1 acres – FR-1 to PC		
c) Subdivision Projects	<u>Township</u>	<u>Lots/Acres</u>
Preliminary		
(None)		
Final		
• Triple J Farms CAD	Berkshire	4 lots / 10.22 acres
• Parkside at Evans Farm, Section 1	Berlin	39 lots / 25.122 acres
• Evans Farm Arrowhead, Section 1	Berlin	63 lots / 21.152 acres
• Harriott Road CAD	Concord	3 lots / 13.998 acres
• Slate Ridge Lot 9085, Div. #1 (Emil's Way)	Orange	3 lots / 30.546 acres
Plat / Lot Vacation		
• The Town of Harlem Lots 1 & 2 Vacation	Harlem	2 lots / .283 acres

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|--|---------|---------------------|
| • The Town of Harlem Lots 2 & 3 Vacation | Harlem | 2 lots / .417 acres |
| Extension | | |
| • Longshore CAD | Trenton | 5 lots / 57.7 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 next scheduled meeting is (today) on November 12th.**

Transportation Advisory Committee

Hosted by MORPC, these are monthly in-person meetings. **Attended the November meeting.**

MORPC – Cycling Map Update

MORPC and Central Ohio Greenways are updating their printed bike map for the first time in 10 years – made possible by funding from the Ohio Department of Transportation. MORPC will be engaging stakeholders over the next couple of months leading up to the release of the new maps in summer 2026. The update will include a new 15-County-wide Trail Map and Trail Town Story Map. **Brad attended the first meeting on November 5th.**

MORPC – US-23 Pathways for People Active Transportation Plan

These workshops focus on homing in on final project priorities, action plan items, and next steps regarding development of key projects beyond the conclusion of this plan. In service of this, MORPC will engage attendees in smaller-group conversations around strategies for implementing key network connections and identifying key projects to advance toward feasibility study or other initial project development steps, potentially through utilization of MORPC's enhanced 2026 Technical Assistance Program service offerings. There is a focus on sub-sections of the corridor and taking a particular look at focus & activity areas. **Brad attended this 3rd and final meeting on November 6th.**

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. **Brad and Da-Wei will be attending the November 19th meeting, along with the Regional Information & Data User Working Group (RIDG) on November 12th.**

DCRPC-Managed Projects

Radnor Township Comprehensive Plan

Staff is meeting monthly with the Radnor Township Comprehensive Steering Committee to create Radnor's first Comprehensive Plan. Once the Plan is adopted the Township plans on adopting their own Zoning Resolution. **Brad will be presenting updated information and survey results at the next scheduled Steering Committee meeting on December 8th. The Plan should be completed within the next 8 months.**

Concord Township Comprehensive Plan

Staff is working with the Zoning Commission on various updates in existing sections of the Zoning Resolution. **"Final" Steering Committee draft being discussed with the Trustees on November 12.**

Project-specific/other meetings

Sunbury Parkway: ODOT will update the construction phasing schedule if needed.

<https://PublicInput.com/SunburyParkway>.

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.

<https://publicinput.com/23connect>

Participated in a webinar on 9/29 where ODOT gave some general updates.

4. Consideration for recommendation of Approval: 2026 Budget

Mr. Snodgrass made a motion to recommend Approval of the 2026 Budget as presented. Mr. Duffee seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

5. Consideration for recommendation of Approval: 2026 Meeting Schedule

Mr. Snodgrass made a motion to recommend Approval of the 2026 Meeting Schedule as presented. Mr. Duffee seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

6. Consideration for recommendation of Approval: Fee Schedule

Mr. Snodgrass made a motion to recommend Approval of the Fee Schedule as presented. Mr. Duffee seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

Mr. Snodgrass made a motion to enter into Executive Session at 9:55 a.m. Ms. Maag seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

Mr. Duffee made a motion to exit Executive Session at 10:14 a.m. Mr. Snodgrass seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

D. Adjourn

Ms. Maag made a motion to adjourn the meeting at 10:15 a.m. Mr. Duffee seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next regular Executive Committee meeting will be Wednesday, December 10, 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)

19-24 Triple J Farms CAD – Berkshire Twp. - 4 lots / 10.22 acres

Conditions

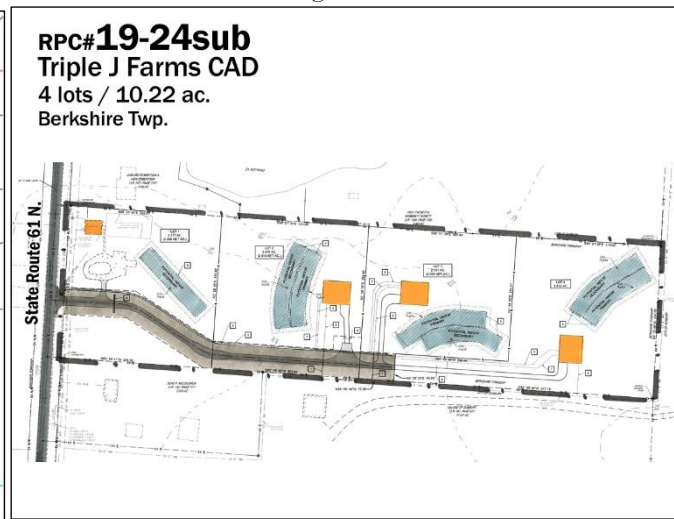
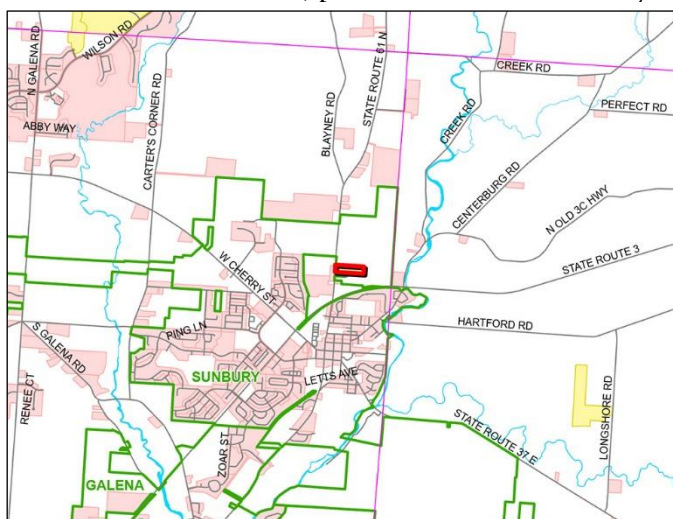
Applicant: Jodie Monebrake / **Consultant:** Plan 4 Land

Subdivision Type: Single Family Residential, Common Access Driveway

Location: East side of State Route 61, north of State Route 3

Zoned: FR-1 (Farm Residential) / **Preliminary Approval:** 12/19/24

Utilities: Del-Co Water, private on-lot treatment systems / **School District:** Big Walnut



Staff Comments

Triple J Farms CAD is a four (4) lot Common Access Driveway subdivision located on the east side of State Route 61, north of State Route 3. Preliminary approval was granted on December 19, 2024 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 Triple J Farms CAD to the DCRPC.

Commission / Public Comments

Mr. Merrell made a motion for Final Approval of Triple J Farms CAD. Mr. Matlack seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

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10-24.1 Parkside at Evans Farm, Section 1 – Berlin Twp. - 39 lots / 25.122 acres

Conditions

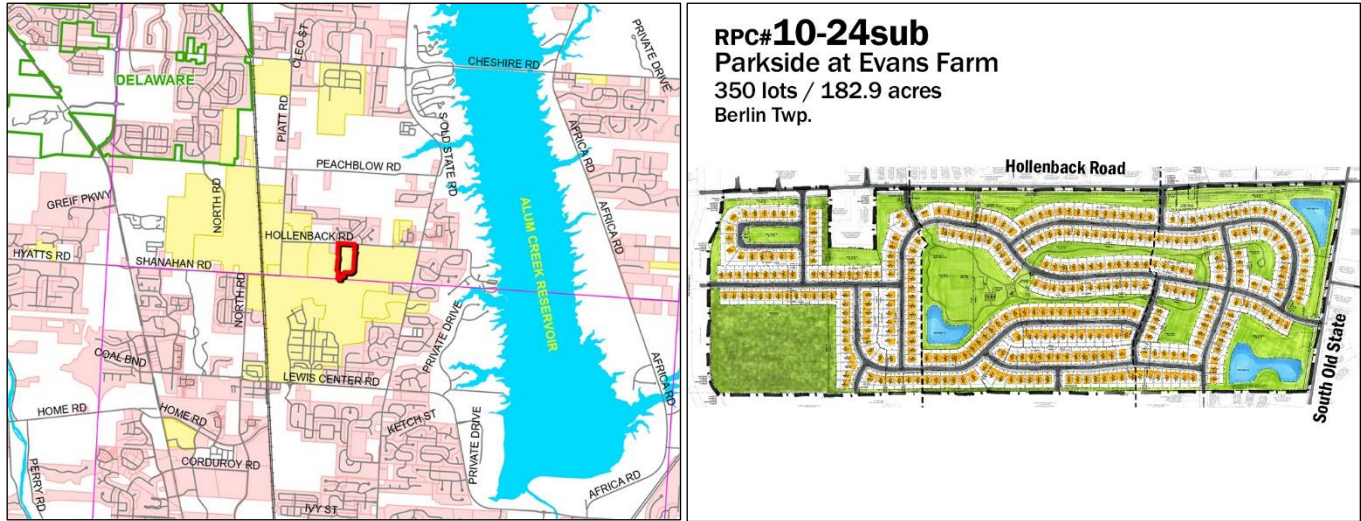
Applicant: Rockford Homes / **Engineer:** Kimley-Horn

Subdivision Type: Single Family Residential

Location: South side of Hollenback Rd., west of S. Old State Rd.

Zoned: Planned Residential / **Preliminary Approval:** 05/30/24

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



Staff Comments

Parkside at Evans Farm is a residential subdivision with 39 buildable and three (3) open space lots, located on the south side of Hollenback Rd., west of S. Old State Rd. This is the first of 10 sections to be platted. Preliminary approval was granted on May 30, 2024 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 **Parkside at Evans Farm, Section 1** to the DCRPC.

Commission / Public Comments

Mr. Merrell made a motion for Final Approval of Parkside at Evans Farm, Section 1. Mr. Matlack seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

03-25.1 Evans Farm Arrowhead, Section 1 – Berlin Twp. - 63 lots / 21.152 acres

Conditions

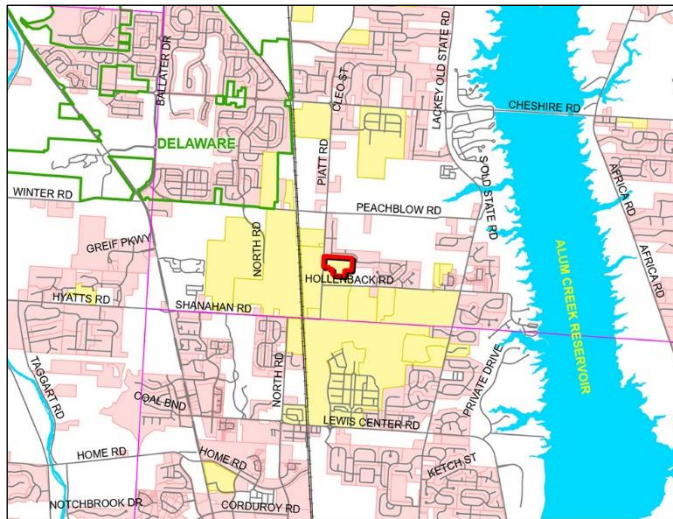
Applicant: Pulte Homes / **Engineer:** Kimley-Horn

Subdivision Type: Single Family Residential Planned Residential

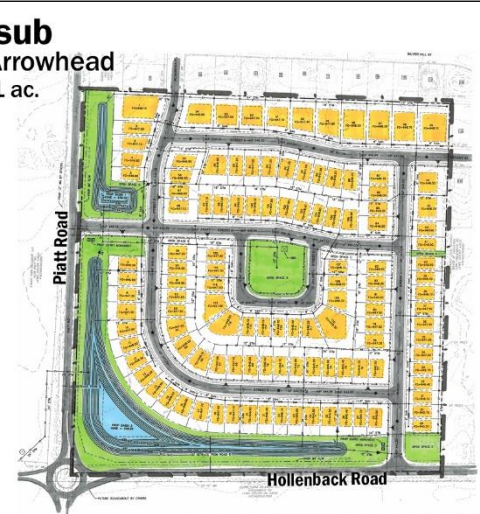
Location: East of Piatt Rd., north of Hollenback Rd.

Zoned: Planned Residential (PRD) / **Preliminary Approval:** 01/30/25

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



RPC#03-25sub
Evans Farm Arrowhead
120 lots / 40.11 ac.
Berlin Twp.



Staff Comments

Evans Farm Arrowhead, Section 1 is a residential subdivision with 63 buildable and five (5) reserve lots, on the east side of Piatt Rd., north of Hollenback Rd. This is the first of two sections to be platted. Preliminary approval was granted on January 30, 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 Arrowhead, Section 1** to the DCRPC.

Commission / Public Comments

Mr. Merrell made a motion for Final Approval of Evans Farm Arrowhead, Section 1. Mr. Matlack seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

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14-25 Harriott Road CAD – Concord Twp. - 3 lots / 13.998 acres

Conditions

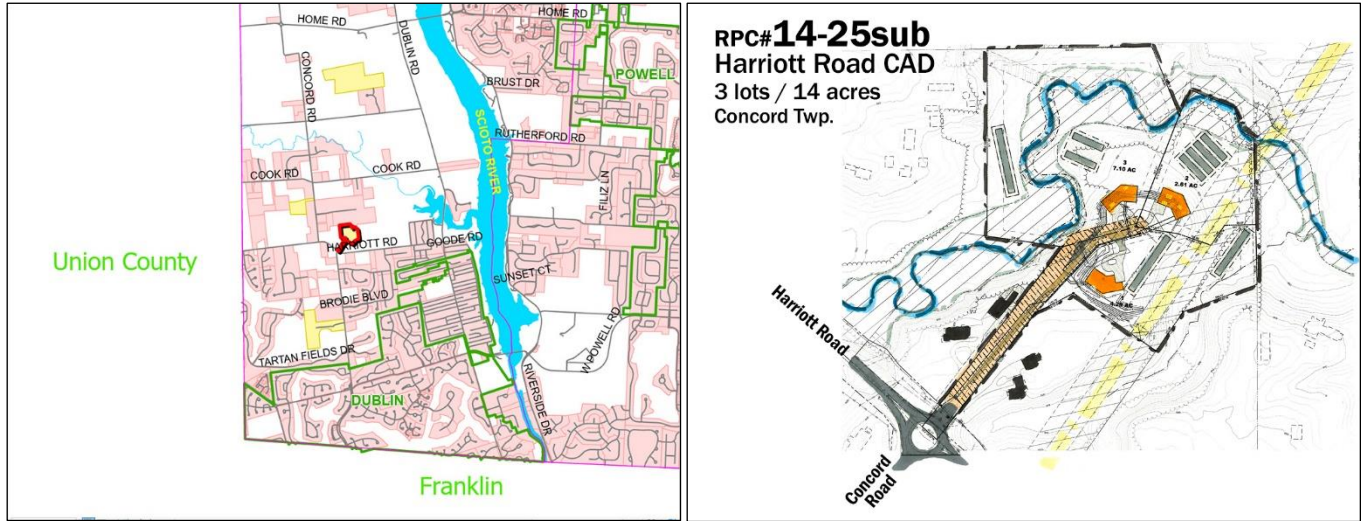
Applicant: Harriot Road LLC / **Engineer:** Gandee Heydinger Group

Subdivision Type: Single Family Residential, Common Access Driveway

Location: North side of Harriott Rd., east of Concord Rd.

Zoned: FR-1 (Farm Residential) / **Preliminary Approval:** 06/26/25

Utilities: Del-Co Water, private on-lot treatment systems / **School District:** Dublin



Staff Comments

Harriott Road CAD is a three-lot Common Access Driveway subdivision, located on the north side of Harriott Rd., east of Concord Rd. Preliminary approval was granted on June 26, 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 Harriott Road CAD to the DCRPC.

Commission / Public Comments

Mr. Merrell made a motion for Final Approval of Harriott Road CAD. Mr. Matlack seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

04-20 Slate Ridge Lot 9085, Div. #1 (Emil's Way) – Orange Twp. - 3 lots / 30.546 acres

Conditions

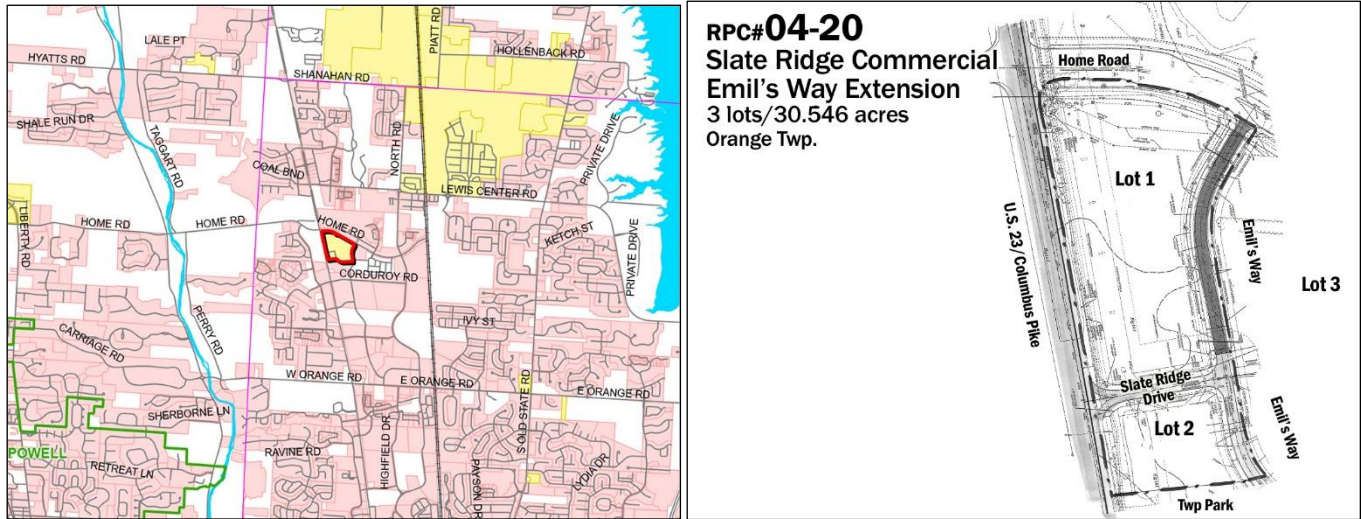
Applicant: Kerbler Farms / **Engineer:**

Subdivision Type: Commercial

Location: East of US 23, south of Home Rd.

Zoned: Planned Commercial (PCD) / **Preliminary Approval:** 02/27/20

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



Staff Comments

Slate Ridge Lot 9085, Div. #1 (Emil's Way) is a commercial subdivision that includes three (3) total lots and dedicates right-of-way for Emil's Way and Slate Ridge Drive, both of which have already been constructed. The overall development takes access from US 23, Home Road and Graphics Way. Preliminary approval was granted on February 27, 2020, 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 Slate Ridge Lot 9085, Div. #1 (Emil's Way) to the DCRPC.

Commission / Public Comments

Mr. Merrell made a motion for Final Approval of Slate Ridge Lot 9085, Div. #1 (Emil's Way). Mr. Matlack seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

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ZONING MAP/TEXT AMENDMENTS

34-25 ZON Troy Twp. Zoning Commission – Zoning Resolution text amendments (Sec. 28.06 D, 9-11)

Request

The Troy Township Zoning Commission has initiated changes to Section 28.06(D) of the Troy Township Zoning Resolution that will add three factors (9, 10, and 11) to the criteria for approving a Variance.

Summary

The existing article is shown below, with the added factors shown in red.

Article XXVIII

Section 28.06 D

- D) Decision - In granting such variance, the Board shall determine that said variance will not be contrary to the public interest, is justified due to special conditions, that the literal enforcement of the Resolution will result in practical difficulties and that the spirit of this Resolution will be observed and substantial justice done.

The factors to be considered and weighed in determining whether practical difficulties have been encountered shall include, but are not limited to the following:

- 1) Whether the property will yield a reasonable return or whether there can be any beneficial use of the property without the variance;
- 2) Whether the variance is substantial;
- 3) Whether the essential character of the area would be substantially altered as a result of the variance;
- 4) Whether adjoining property owners would suffer a substantial detriment as a result of the variance;
- 5) Whether the variance would adversely affect the delivery of essential services (e.g., water, sewer, septic, garbage) school transportation or emergency services (police, fire department, EMTs) from entering or leaving the property without impeding adjoining properties;
- 6) Whether the property owner's predicament can be resolved by some other means other than a variance.
- 7) The proposed use will be in the best interest of the public health, safety, and morals and;
- 8) Whether the hardship conditions were created by the actions of the applicant;
- 9) *Whether the applicant researched the Troy Township Zoning Resolution prior to purchasing the property;*
- 10) *Whether the property was constructed prior to the adoption of the Troy Township Zoning Resolution (1972), and;*
- 11) *Whether the Troy Township Zoning Resolution has been amended since the applicant has owned the property.*

Staff Comments

Staff is in support of the modification with two comments; Delete "and" from the end of #7 (this has been moved to #10), and consider adding or modifying an existing factor to ensure the requested Variance is the minimum Variance necessary to accomplish the purpose of the request.

Staff Recommendation

Staff recommends **Conditional Approval** of the text amendments to the Troy Township Zoning Resolution, to the DCRPC, Troy Twp. Zoning Commission and Troy Twp. Trustees, *subject to staff's comments within this*

report.

Commission / Public Comments

Ms. Holt made a motion to recommend Conditional Approval of the text amendments to the Troy Twp. Zoning Resolution, subject to staff recommendation. Mr. Manley seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Troy Twp.). Motion carried.

35-25 ZON Jeffrey Cutler – Troy Twp. – 4.95 acres – FR-1 to PC

Request

The applicant, Jeffrey Cutler, is requesting a 4.95-acre rezoning from FR-1 to PC for future commercial development.

Conditions

Location: 26 Coover Rd., northwest corner of Coover Rd. and U.S. 23

Current Land Owner: Sedona Properties

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

Current Use(s): Single-family residence / **Proposed Use(s):** commercial

Surrounding Uses: residential, commercial and farmland

School District: Delaware City / **Utilities Available:** City of Delaware

Critical Resources: pond / **Soils:** GwB

Traffic Study: None submitted to date. All DCEO requirements and standards must be met, including a traffic or access study if this site is developed commercially.





Introduction

The site is located on the north side of Coover Road, just west of U.S. 23. The applicant is requesting to rezone to the Planned Commercial (PCD) district; however, no use or development is proposed at this time and no details were included with the submission for Staff to review. ODOT has proposed improvements to U.S. 23 that may impact this site, with land being dedicated for right-of-way.

Comprehensive Plan

Troy Township's 2024 Comprehensive Plan includes this site in Subarea 3 - Agricultural Heartland District and recommends single-family residential uses at 1 du/2acres. The proposed PCD is not supported for this site. However, there are other nearby areas that support PCD zoning, specifically on the south side of Coover Road and east side of U.S. 23, south of Coover Rd. It is possible that further development of the state route may justify updating the plan in the future to include this area as a commercial use. Backage roads are supported in those areas to accommodate commercial uses and reduce access points onto U.S. 23.

Divergences

No divergences are requested. However, Staff notes the following deficiencies with this request:

- 15.05(A)(2) - Minimum lot size is 10 acres, and the total site area is only 4.95 acres.
- 15.05(A)(4) - Minimum open space is not identified.
- 15.05(A)(8)/(9) - Minimum side and rear setbacks are 100 feet when adjacent to residentially zoned properties. All adjacent properties are zoned residentially, and with a 130-foot setback from Coover road centerline there is ~1.25 acres to be developed. However, a ~0.3-acre pond is included in that ~1.25 acres. These setbacks make this property potentially difficult to develop if zoned PC, especially when accounting for parking, landscaping, stormwater controls, and on-site wastewater treatment.
- 15.05(A)(13) - Centralized sanitary sewer is required; however, sewer is not available at this time and is not planned to extend to this area in the near future.
- 15.05(A)(17) - A landscape plan completed by a licensed landscape architect must be submitted.
- 15.09(A) - A Development Plan with substantial detail must be submitted.

Staff Recommendations

Staff recommends **Denial** of the rezoning request by Jeffrey Cutler from FR-1 to PC to the DCRPC, Troy Twp. Zoning Commission and Troy Twp. Trustees, *based on Staff comments within this report.*

Commission / Public Comments

Mr. Jeffrey Cutler was present to answer questions from the Commission. He stated that they understand Troy has a two-step process and a plan will need to be submitted. He said they have had numerous meetings with the Township. The property is served by Del Co Water and Columbia Gas.

Chairman Shafer explained that the staff report is based on the Zoning Code and Comprehensive Plan and will be a recommendation (not a vote) to the Township.

Ms. Raehll made a motion to recommend Denial of the rezoning request by Jeffrey Cutler from FR-1 to PC, based on Staff recommendation. Mr. Weade seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Troy Twp.). Motion carried.

36-25 ZON Kimberly & Ed Brady – Troy Twp. – 3.1 acres – FR-1 to PC

Request

The applicants, Kimberly and Ed Brady, are requesting a 3.1-acre rezoning from FR-1 to PC to allow for future commercial development.

Conditions

Location: 3430 US 23 North, east side of U.S. 23, north of Coover Rd.

Current Land Owner: Ed and Kimberly Brady

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

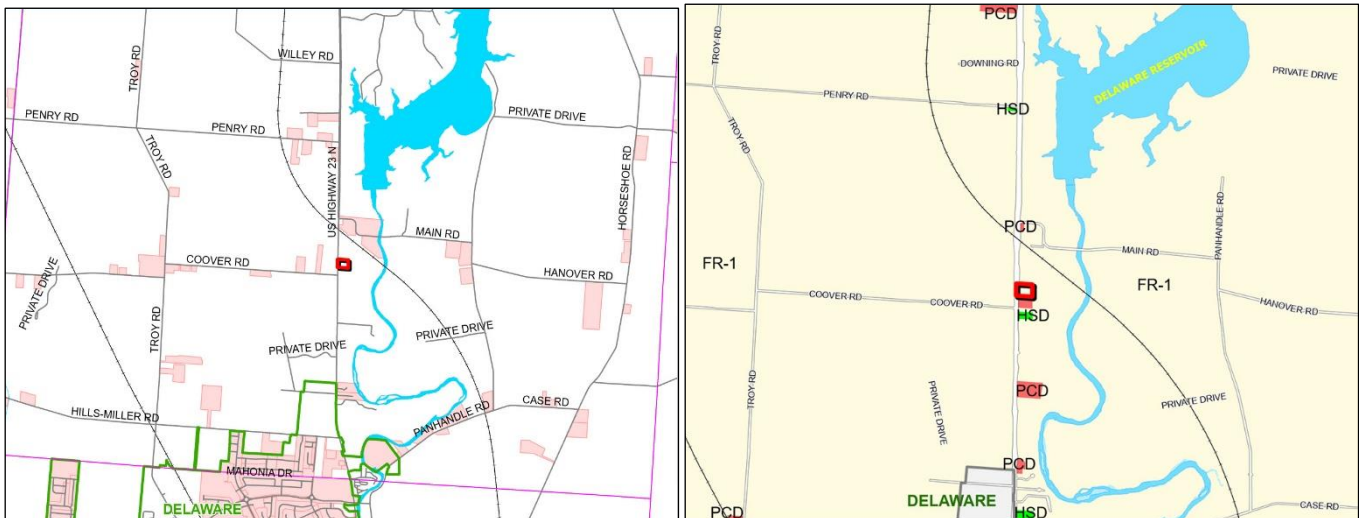
Current Use(s): residential / **Proposed Use(s):** future commercial

Surrounding Uses: residential, commercial and farmland

School District: Delaware City / **Utilities Available:** City of Delaware

Critical Resources: none / **Soils:** GwB, GwC2, SoA

Traffic Study: None submitted to date. All DCEO requirements and standards must be met, including a traffic study if this site is developed commercially.





Introduction

The site is located on the east side of U.S. 23, just north of Coover Road. The applicant is requesting to rezone to the Planned Commercial (PC) district; however, no use or development is proposed at this time and no details were included with the submission for Staff to review. ODOT has proposed improvements to U.S. 23 that may impact this site.

Comprehensive Plan

Troy Township's 2024 Comprehensive Plan includes this site in Subarea 2 - Estate Conservation District and recommends single-family residential uses at 1 du/2acres. The proposed PCD is not supported for this site. However, there are other nearby areas that support PCD zoning, specifically on the south side of Coover Road and the east side of U.S. 23, south of Coover Rd. It is possible that further development of the state route may justify updating the plan in the future to include this area as a commercial use. Backage roads are supported in those areas to accommodate commercial uses and reduce access points onto U.S. 23.

Divergences

No divergences are requested. However, Staff notes the following deficiencies with this request:

- 15.05(A) (1) - Direct access to at least one public road is required and this lot gains access through another residentially zoned (FR-1) and developed lot to the south. An existing guard rail extends across the entirety of this property, which is controlled by ODOT and limits any new access drives.
- 15.05(A)(2) - Minimum lot size is 10-acres and this site is only 3.1-acres.
- 15.05(A)(4) - Minimum open space is not identified.
- 15.05(A)(8)/(9) - Minimum side and rear setbacks are 100 feet when adjacent to residentially zoned properties. All adjacent properties are zoned residentially, which makes this site potentially undevelopable if zoned PC (less than 0.5-acre). Additionally, the front setback along U.S. 23 is 150 feet from centerline.
- 15.05(A)(13) - Centralized sanitary sewer is required; however, sewer is not available at this time and is not planned to extend to this area in the near future.
- 15.05(A)(17) - A landscape plan completed by a licensed landscape architect must be submitted.
- 15.09(A) - A Development Plan with significant detail must be submitted.

Staff Comments

This property gains access from an unofficial, but recorded (O.R. 1359, Pg. 2474) Common Access Drive (CAD) that serves three (3) total lots. The 20-foot-wide CAD was not officially platted, but the CAD easement is identified in the deeds for these properties. Any future commercial uses gaining access onto this CAD would be inappropriate and there is a guard rail in front of this property that limits the location of any new access points. There are also steep slopes, a stream and a wetland that will reduce the land area that can be developed that are not accounted for with this request.

Staff Recommendations

Staff recommends **Denial** of the rezoning request by Ed and Kimberly Brady from FR-1 to PC to the DCRPC, Troy Twp. Zoning Commission and Troy Twp. Trustees, *based on Staff comments within this report.*

Commission / Public Comments

No one was present to represent the applicant.

Mr. Price explained that the ODOT proposal shows that the current parcels on the east side of US 23 will have their own access with a backage road. The proposal also may relocate Coover Road to the south and construct a bridge. The design phase will begin next year. Mr. Sanders explained that staff has a version of the proposed improvements but was not aware of how far along the plans were.

Chairman Shafer explained that if the Township is entertaining commercial along this corridor, they may want to take a look at their Comp. Plan to reflect that.

Ms. Holt made a motion to recommend Denial of the rezoning request by Ed and Kimberly Brady from FR-1 to PC based on lack of compliance with the Comprehensive Plan, current access, multiple environmental features and lack of sewer. Ms. Raehl seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Troy Twp.). Motion carried.

37-25 ZON Andrew & Laura Berger – Kingston Twp. – 10 acres – PRD to FR-1

Request

The applicants, Andrew and Laura Berger, are requesting a 10-acre rezoning from PRD to FR-1 to allow the development of a single-family residence.

Conditions

Location: north side of Rosecrans Rd., west of State Route 61

Current Land Owner: Siemer Land LLC

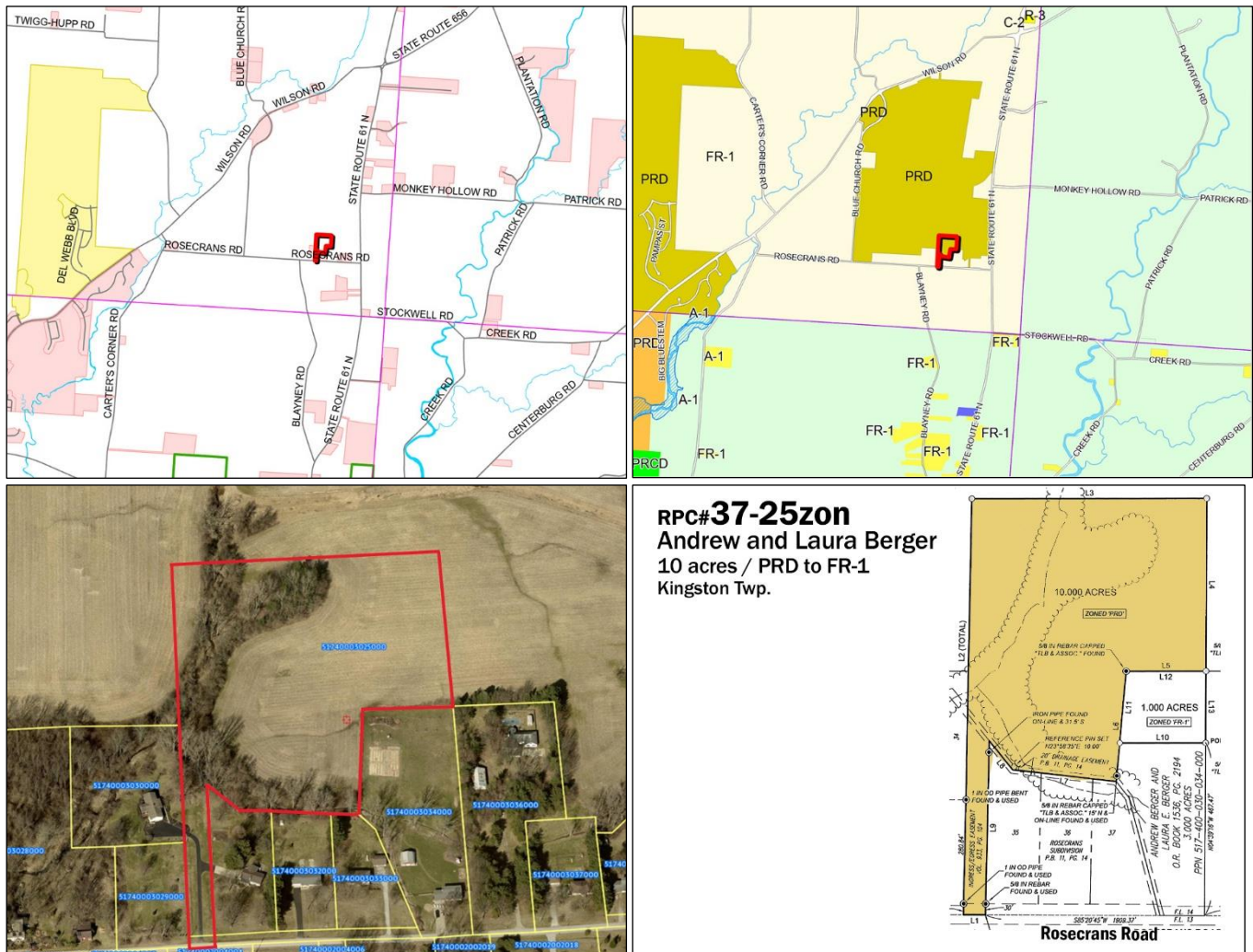
Current Zoning: Planned Residential (PRD) / **Proposed Zoning:** Farm Residential (FR-1)

Current Use(s): vacant / **Proposed Use(s):** Single family residence

Surrounding Uses: Agriculture and single-family residential

School District: Big Walnut / **Utilities Available:** Del-Co Water and private on-lot sewage treatment

Critical Resources: stream / **Soils:** SnA, CaC2, CaB, PwA



Introduction

The request is to rezone 10 acres from PRD to FR-1 to allow those 10 acres to be split from the original 585-acre tract to construct a single-family home. Provided this request is approved, the applicant also intends to transfer one acre (already zoned FR-1) from their three-acre adjacent property to this site. The area to be rezoned was originally reviewed by RPC as part of a proposed 310 single-family lot project; after litigation, the PRD was approved in 2010 but has not developed. The applicant stated that the PRD-zoned area is not intended to be developed as approved.

Comprehensive Plan

Kingston Township's 2023 Comprehensive Plan includes this site in Subarea IV – Little Walnut and recommends single-family residential uses with a minimum of 1.951-acre lot sizes when public sanitary sewer is unavailable, or Conservation Subdivisions at 1 unit/1.951-acres with a half-acre lot size and a minimum of 50 percent dedicated open space. The request is supported by the plan as the lot will be well over 1.951 acres and a single-family home is proposed.

Issues

Traffic and access: Access will be from Rosecrans Road. The Rosecrans subdivision was platted in 1975 that

surrounds this access point, with two of those subdivision lots having frontage on the road but utilizing a shared drive that is centered on the unplatted lot to be rezoned. It is not a platted Common Access Driveway subdivision. The applicant will own the land the drive is located on, and should amend or create a new maintenance agreement to ensure all three land owners share the cost of maintaining the drive.

Staff Comments

Staff notes that all FR-1 and General Development Standards can be met with the proposed lot configurations. A CAD subdivision would normally be recommended or required in a situation where three or more lots will be utilizing a driveway. However, this lot already owns the land on which the drive is located, it's unplatted, and the existing drive already provides access to this site.

Staff Recommendations

Staff recommends **Approval** of the rezoning request by Andrew and Laura Berger from PRD to FR-1 to the DCRPC, Kingston Twp. Zoning Commission and Kingston Twp. Trustees.

Commission / Public Comments

Mr. Andy Berger was present to answer questions from the Commission.

Mr. Shock made a motion to recommend Approval of the rezoning request by Andrew and Laura Berger from PRD to FR-1. Ms. Raehl seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

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SUBDIVISION PROJECTS

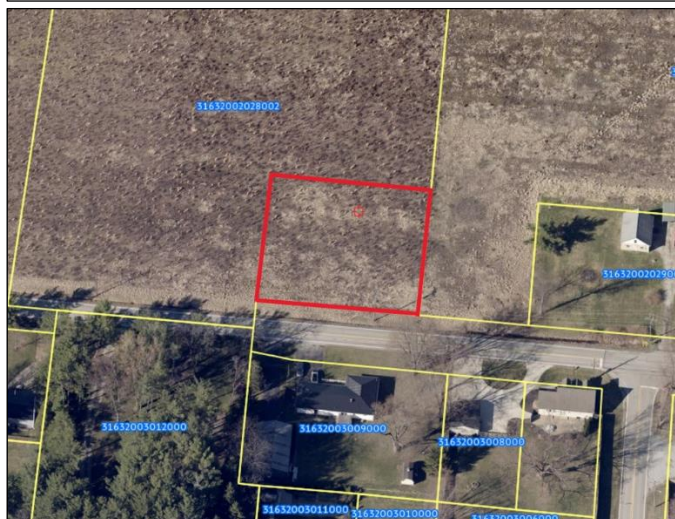
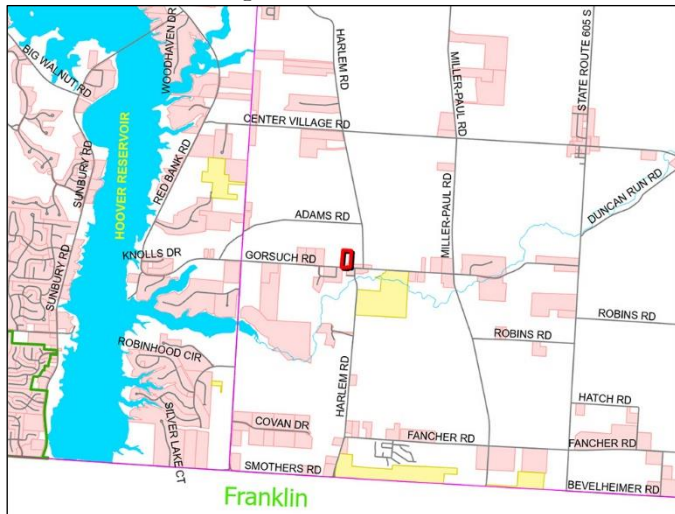
PLAT / LOT VACATION

19-25 The Town of Harlem Lots 1 & 2 Vacation – Harlem Twp. - 2 lots / .417 acres

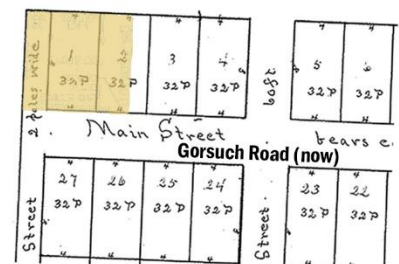
Applicant: Christopher and Misty Murfield / **Surveyor:** Blue Church Surveying

Location: 10933 Gorsuch Rd. / **Zoned:** Agricultural Residential (AR-1)

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



RPC#19-25sub
Town of Harlem Lots 1 & 2
Partial Plat Vacation
Harlem Twp.



Staff Comments

The Town of Harlem Subdivision plat was recorded in 1849 and includes 23 single-family lots within a total area of 8.76 acres. The lots to be vacated are #1 and a portion of #2, totaling 0.417 acres in size (the portion of West Street shown on the plat was vacated prior to 1971). These lots are zoned Agricultural Residential District (AR-1), and vacating the plat will not impact the existing development. Vacating this area will allow the property to be combined with unplatted land to the north for further subdivision.

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 Town of Harlem Lots 1 & 2 Vacation** to the DCRPC.

Commission / Public Comments

Ms. Lexus Cain, Plan 4 Land, was present to represent the applicant.

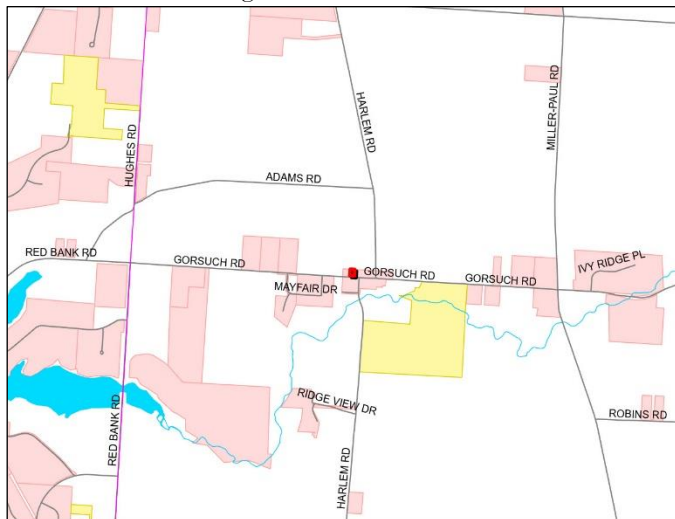
Mr. Shock made a motion for Approval of The Town of Harlem Lots 1 & 2 Vacation. Ms. Holt seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

20-25 The Town of Harlem Lots 2 & 3 Vacation - Harlem Twp. - 2 lots / .283 acres

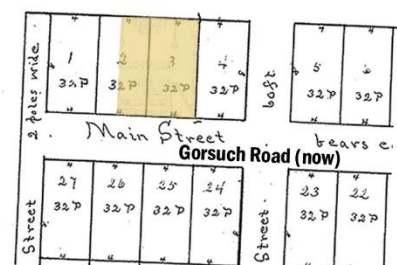
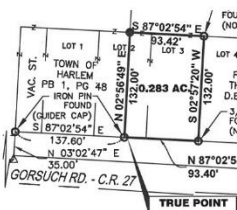
Applicant: Raymond Kiser / **Surveyor:** Blue Church Surveying

Location: North side of Gorsuch Rd., west of Harlem Rd. / **Zoned:** Agricultural Residential (AR-1)

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



RPC#20-25sub
Town of Harlem Lots 2 & 3
Partial Plat Vacation
Harlem Twp.



Staff Comments

The Town of Harlem Subdivision plat was recorded in 1849 and includes 23 single-family lots within a total area of 8.76 acres. The lots to be vacated include a portion of #2 and all of #3, totaling 0.283 acres in size. These lots are zoned Agricultural Residential District (AR-1), and vacating the plat will not impact the existing development. Vacating this area will allow the property to be combined with unplatted land to the north for further subdivision.

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 Town of Harlem Lots 2 & 3 Vacation** to the DCRPC.

Commission / Public Comments

Ms. Lexus Cain, Plan 4 Land, was present to represent the applicant.

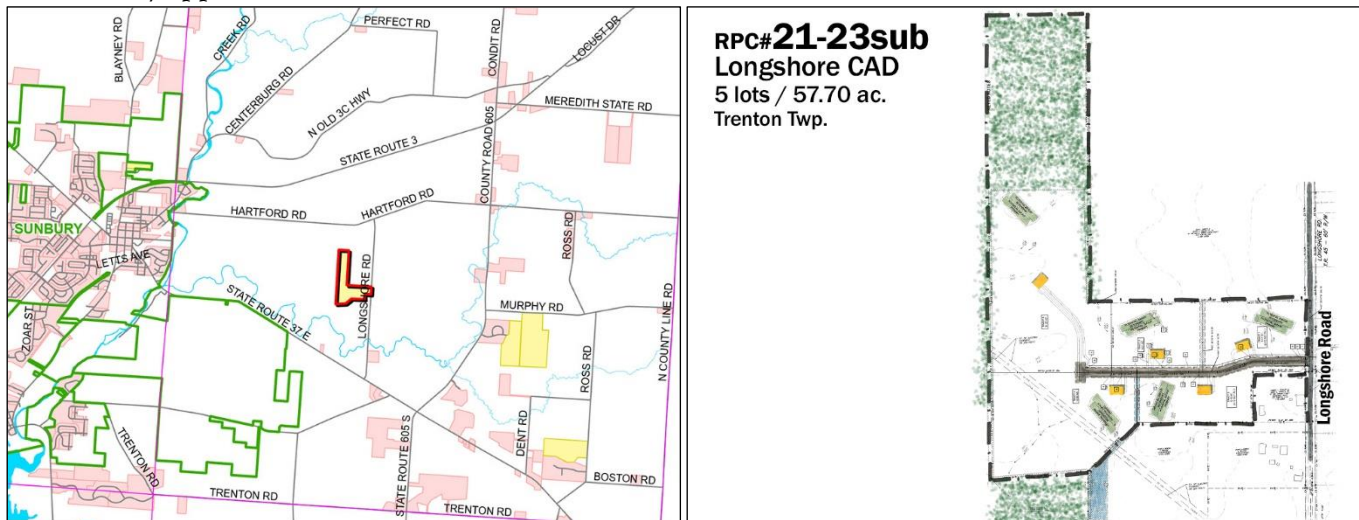
Mr. Shock made a motion for Approval of The Town of Harlem Lots 2 & 3 Vacation. Ms. Holt seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

EXTENSIONS

21-23 Longshore CAD – Trenton Twp. - 5 lots / 57.7 acres

Applicant: Sarnovsky Family Trust / **Consultant:** Plan 4 Land

Preliminary approval: 11/30/23



Staff Comments

The applicant is requesting a 1-year extension for the Longshore CAD. The consultant stated that the “final plat is still in review phase” and is “projected to break ground in Spring 2026”.

Staff Recommendation

Staff recommends *Approval* of a 12-month Extension for **Longshore CAD** to the RPC.

Commission / Public Comments

Ms. Lexus Cain, Plan 4 Land, was present to represent the applicants.

Ms. Raehll asked what specific issues prevented the applicant from meeting the deadline. Ms. Cain stated the property is in multiple trusts and there have been some discussions of transferring some of the acreage prior to the final plat submission.

Mr. Price made a motion to Approve the 12-month Extension for Longshore CAD, seconded by Mr. Irvine. VOTE: Majority For, 0 Opposed, 1 Abstained (Berlin Twp.). Motion carried.

OTHER BUSINESS

- **Consideration for Approval: 2026 DCRPC Budget**

Chair Shafer stated that there were no changes to the proposed budget since the last meeting. Mr. Sanders explained that there are copies if anyone needs one tonight.

Mr. Serio stated that he was opposed to the 4% salary increase. He explained that he has worked for 55 years and has never received a 4% raise. He said 2.8% is what the government is giving for fixed income/social security. That is what they consider cost of inflation.

Ms. Raehll concurred that if it's a cost of living adjustment, 4% does exceed the standard adjustment. She asked if there is a reason that 4% is justified from the recommender's perspective. Chairman Shafer explained that the Executive Committee took a look at the inflation, other agency increases, and staff responsibilities and agreed on the 4%.

Mr. Shock said that health insurance increased by 13.2%, and asked what it translates as a percentage of income. Chairman Shafer said that he has not done that calculation.

Ms. Raehll agreed that all staff does a wonderful job and if this was a performance based incentive then give the highest increase but if this is just based on a cost of living increase then it should be the 2 - 4%. 4% was the highest she saw and was preserved for more concentrated areas in other areas around the region. She wanted to be clear it has nothing to do with the quality of work that is being done.

Ms. Holt asked if the 4% was to stay competitive with other jurisdictions. Chairman Shafer said he takes that into consideration. To him, the 3% is the cost of living and 4% is also trying to stay competitive and rewarding the work that has been done. He explained he doesn't tend to look at private sector numbers as there are too many substantial differences.

Mr. Merrell added that we are competing with the Columbus area and if you don't, then you run the

risk of losing quality people. Ms. Holt agreed that should be taken into account. She explained that in Dublin they are constantly evaluating salaries for all job descriptions so they can keep and attract the best people.

Mr. Merrell made a motion to Approve the budget as submitted. Ms. Holt seconded the motion. VOTE: Majority For, 2 Opposed (Berlin and Brown Twp.'s). Motion carried.

- Consideration for Approval: 2026 Meeting Schedule

Mr. Matlack made a motion to Approve the 2026 Meeting Schedule, seconded by Mr. Manley. VOTE: Unanimously For, 0 Opposed. Motion carried.

- Consideration for Approval: Fee Schedule

Chairman Shafer reminded the Commission the only fee change is to increase Sketch Plans from \$400 to \$500. This will make all application base amounts the same.

Mr. Price made a motion to Approve the 2026 Fee Schedule, seconded by Mr. Irvine. VOTE: Unanimously For, 0 Opposed. Motion carried.

Ms. Raehl appreciated the conversation with regards to salaries. She stated that she would like to see how salaries compare with other similar positions. If they are being understaffed and undercompensated, we would want to shore up that gap, but a cost of living adjustment is not a performance assessment.

Mr. Snodgrass stated that last year when working on the budget we were all anticipating having higher fees this year and he wanted to commend Mr. Sanders for keeping a pretty tight ship and for being able to maintain balances without any large fee or dues increases. Several Commission members expressed their agreement.

Having no further business, Mr. Price made a motion to adjourn the meeting at 6:40 p.m. Mr. Irvine seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.

The next meeting of the Delaware County Regional Planning Commission will be Thursday, December 18, 2025, 6:00 PM at the Byxbe Campus Conference Room, 1610 State Route 521, Delaware, Ohio 43015.