**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, August 27, 2026 at 6:00 PM**
**Byxbe Campus Conference Room, 1610 State Route 521,**
**Delaware, Ohio 43015**

**ADMINISTRATIVE BUSINESS**

- **Call to order**
- **Roll Call**
- **Approval of July 30, 2026 RPC Minutes**
- **Executive Committee Minutes of August 19, 2026**
- **Statement of Policy**

| **CONSENT AGENDA (Final Plats)** | | **Township** | **Lots/Acres** |
|---|---|---|---|
| 09-17.5 | Howard Farms, Section 5 | Berlin | 22 lots / 12.517 acres |

**ZONING MAP/TEXT AMENDMENTS**

| | |
|---|---|
| 20-26 ZON | Addison Properties – Orange Twp. – 30.4 acres – FR-1 to PUD (Creekside Glen) |
| 21-26 ZON | Porter Twp. Zoning Commission – Zoning Resolution update |

| **SUBDIVISION PROJECTS** | | **Township** | **Lots/Acres** |
|---|---|---|---|
| **Preliminary** | | | |
| 08-26 | Roloson Field (revised) | Berlin | 3 lots / 3.381 acres |

**VARIANCE**

| | |
|---|---|
| 09-17.V | Homewood Corp. – Berlin Twp. – Requesting additional extension – Howard Farms |

**OTHER BUSINESS**

- September meeting date changes

ADMINISTRATIVE BUSINESS

- **Call to Order**
  Chairman Shafer called the meeting to order at 6:00 p.m.

- **Roll Call**
  *Representatives:* David Weade, Sebastien Bernaert, Duane Matlack, Gary Merrell, Jeff Benton, Glynnis Dunfee, Mike Benedetti, Sarah Holt, Matt Shock, Joe Shafer, Mike Cannon, Staci Hood, Jenna Rodman, Robin Duffee, Joe Proemm, Bill Zieber, Ryan Stoner, Josh Vidor, Mike Dattilo and Doug Price. *Alternates:* Kathy Winbourne, Jacob Collins, Kelly Pike and Chad Green. *Staff*: Scott Sanders, Brad Fisher, Da-Wei Liou and Stephanie Matlack

- **Approval of the RPC Minutes July 30, 2026**
  ***Ms. Holt made a motion to Approve the July 30th RPC meeting minutes. Mr. Vidor seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.***

- **August 19, 2026 Executive Committee Minutes**

**A. Call to order**
Chairman Shafer called the meeting to order at 9:00 a.m. Present: Joe Shafer, Robin Duffee, Gary Merrell, and Sarah Holt. Tiffany Maag was absent. Staff: Scott Sanders and Stephanie Matlack.

**B. Approval of Executive Committee Minutes from July 22, 2026**
***Mr. Duffee made a motion to Approve the minutes from July. Ms. Holt seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.***

**C. New Business**

1. September 2026 meeting dates revised:
   - Site Review: September 3
   - TRC: Sept. 8 (Board Room)
   - Exec. Comm.: Sept. 9 (Board Room)
   - RPC meeting: September 17

2. Financial / Activity Reports for July

| REGIONAL PLANNING RECEIPTS | | JULY | YTD TOTAL |
|---|---|---|---|
| General Fees (Lot Split) | (4201) | $615.00 | $7,717.00 |
| Fees A (Site Review) | (4202) | $1,500.00 | $8,600.00 |
| Insp. Fees (Lot Line Transfer) | (4203) | $300.00 | $2,300.00 |
| Membership Fees | (4204) | | $288,036.00 |
| Planning Surcharge (Twp. Plan. Assist.) | (4205) | $10,823.93 | $22,610.60 |
| Assoc. Membership | (4206) | | |
| General Sales | (4220) | | |
| Charges for Serv. A (Prel. Appl.) | (4230) | | $48,613.07 |
| Charges for Serv. B (Final. Appl.) | (4231) | $9,727.07 | $62,757.86 |

| | | | |
|---|---|---|---|
| Charges for Serv. C (Ext. Fee) | (4232) | | $1,200.00 |
| Charges for Serv. D (Table Fee) | (4233) | | $600.00 |
| Charges for Serv. E (Appeal/Var.) | (4234) | | $1,500.00 |
| Charges for Serv. F (Planned District Zoning) | (4235) | $500.00 | $3,250.00 |
| Charges for Serv. G (Easement / Plat Vacation) | (4236) | | $500.00 |
| | | | |
| OTHER DEPT. RECEIPTS | | | |
| Health Dept. Fees | (4242) | $100.00 | $2,750.00 |
| Soil & Water Fees | (4243) | $400.00 | $5,500.00 |
| Commissioner's fees | (4244) | $129.00 | $1,080.00 |
| | | | |
| 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** | | **$24,095.00** | **$457,014.53** |

| | | |
|---|---|---|
| **Balance after receipts** | | **$1,195,888.45** |
| **Expenditures** | - | **$ 42,593.16** |
| **End of July balance (carry forward)** | | **$1,153,295.29** |

***Mr. Merrell made a motion to Approve the Financial Reports, subject to Audit. Mr. Duffee seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.***

3. RPC Preliminary Agenda August
   a) Sketch Plans — Township — Lots/Acres
      (none)

   b) Zoning Map / Text Amendments
      - Addison Properties – Orange Twp. – 30.4 acres – FR-1 to PUD (Creekside Glen)

   c) Subdivision Projects — Township — Lots/Acres
      Preliminary
      - Roloson Field (Revised) — Berlin — 3 lots / 3.381 acres

      Final
      - Howard Farms, Section 5 — Berlin — 24 lots / 12.517 acres

   d) Variance
      - Homewood Corp. – Berlin Twp. – Requesting additional extension – Howard Farms

3. Director's Report

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 2026 Community Health Assessment (CHA) Data Release event occurred on August 12th.**

Transportation Advisory Committee
Hosted by MORPC, these are monthly in-person meetings. **Scott attended on August 5th.**

Active Transportation Committee
Hosted by MORPC, these are hybrid meetings that occur quarterly. Active transportation projects are shared. The Active Transportation Committee provides leadership and guidance in the realm of active transportation. The committee provides a forum to share information about best practices and collaborate on shared interests. The group consists of diverse representatives throughout Central Ohio, including local governments, public agencies, non-profit organizations, and private interests. **Brad attended the August 4th meeting.**

## DCRPC-Managed Projects

Harlem Township Comprehensive Plan
Update to the latest plan, incorporating recent Strategic Plan recommendations and new overlay language. **Scott reviewed the first few chapters with the Zoning Commission on July 13; next meeting on August 24.**

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 presented a final draft of the plan to the Steering Committee on July 21st.**

Scioto Township Comprehensive Plan
Update to the Township's 2005 plan. **Brad met with the Steering Committee on August 6th and discussed the community survey, which should be made available within the next week, and will be available to the public for the next month or two.**

Concord Township Comprehensive Plan
Update to the 2018 plan with 2021 updates. **Scott recently made changes based on Trustee comments and is waiting on a date for presentation to the Trustees for potential adoption.**

## Project-specific/other meetings

**Sunbury Parkway: Interchange work is well underway. Link below has changed to the project link.**
https://www.transportation.ohio.gov/projects/projects/90200

**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

**ODOT is studying a connection between U.S. 23 and Interstate 71. New public open houses have been scheduled.** https://publicinput.com/23-71study

Freedom to Ride Event
Burgess & Niple (B&N) and Metro Parks, this regional forum serves as a primary gathering for trail town leaders and outdoor enthusiasts to discuss trail, walking, and biking infrastructure updates across the region. This event follows a series of regional infrastructure milestones, including the nearby groundbreaking of the Hoover Road Pedestrian Bridge project in Grove City, which is part of the larger regional initiative to expand pedestrian and bicycle connectivity. **Brad attended this event on August 17th.**

**Ohio Township Association**
The OTA periodically hosts interactive Zoning roundtable meetings designed specifically for township zoning personnel. Roundtables provide an opportunity to share experiences, explore solutions, and discuss emerging trends in zoning and land use. **Brad attended this meeting on August 18th.**

**Strategic Training for Effective Planning and Zoning**
Brad and Scott both attended this StepZ training at MORPC on July 29. Topics included data centers, ADUs. Long-range planning, and a hands-on exercise with ULI.

**D. Old Business**

1. Discussion of County Plan / website

**The Committee reviewed the draft Plan Delaware County and proposed some suggestions for additional ways to present the information. Plan Delaware County is a combination of county-wide statistics, local community land use plans, county strategic initiatives, and state and county infrastructure projects. The Committee agreed that the information should not be parcel specific. Another suggestion was to add a disclaimer. Mr. Sanders was directed to reach out to Townships, Villages and Economic Development for their input.**

**E. Other Business**

1. September meeting dates changes

Due to the Delaware County Fair being held on the scheduled monthly DCRPC meeting, the Committee agreed to move all meetings scheduled in September up a week.

***Mr. Merrell made a motion to amend the September calendar dates as follows: Site Review Sept. 3, TRC Sept. 8, Executive Comm. Sept. 9, and RPC monthly meeting Sept. 17. Ms. Holt seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.***

2. 2027 Budget discussion

The Committee discussed scenarios for staff to include as they prepare for next month's meeting. The Committee will make recommendations to the full Commission for approval at the November RPC meeting.

**F. Adjourn**
***Having no further business, Ms. Holt made a motion to adjourn the meeting at 10:32 a.m. Mr. Merrell seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.***

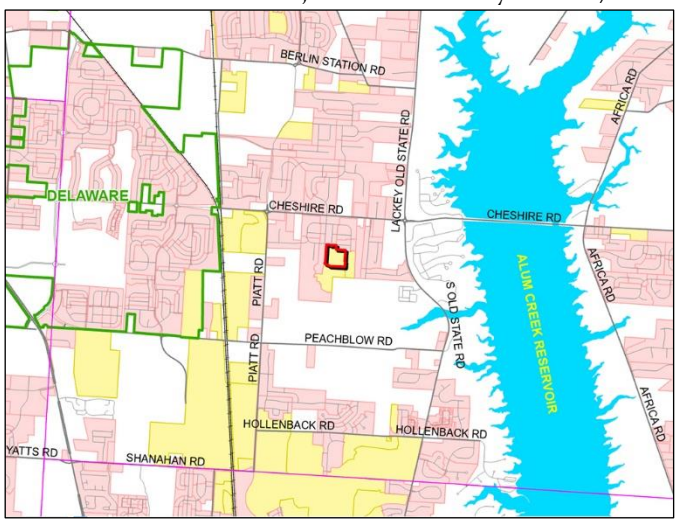
**The next regular Executive Committee meeting will be Wednesday, September 9, 2026 at 9:00 a.m. at 1610 State Route 521, Board Room, Delaware, Ohio, 43015.**

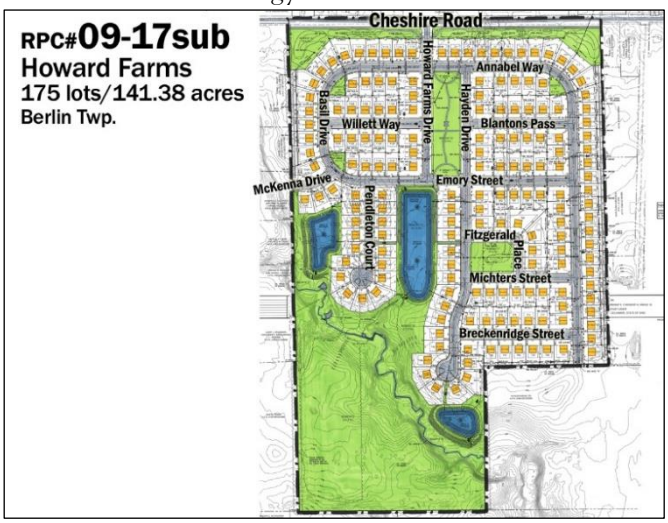
- **Statement of Policy**
  As is the adopted policy of the Regional Planning Commission, all applicants will be granted an opportunity to make their formal presentation. The audience will then be granted an opportunity to comment followed by questions from the Commission. This policy was adopted by 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)**

**09-17.5 Howard Farms, Section 5 – Berlin Twp. - 22 lots / 12.517 acres**

**Conditions**
**Applicant:** Homewood Corp. / **Engineer:** EMH&T
**Subdivision Type:** Single Family Planned Residential
**Location:** South of Cheshire Rd., east of Piatt Rd.
**Zoned:** R-4 Planned Residential District (PRD) / **Preliminary Approval:** 04/27/17
**Utilities:** Del-Co Water, central sanitary sewer / **School District:** Olentangy




**Staff Comments**
Howard Farms, Section 5 is a residential subdivision with 22 buildable lots, located south of Cheshire Road and east of Piatt Rd. This section also includes 1.49-acres of dedicated open space, with most of that being a central green space. Preliminary approval was granted on April 27, 2017 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 **Howard Farms, Section 5** to the DCRPC.

***Commission / Public Comments***
***Mr. Merrell made a motion for Final Approval of Howard Farms, Section 5. Ms. Holt seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.***

## ZONING MAP/TEXT AMENDMENTS

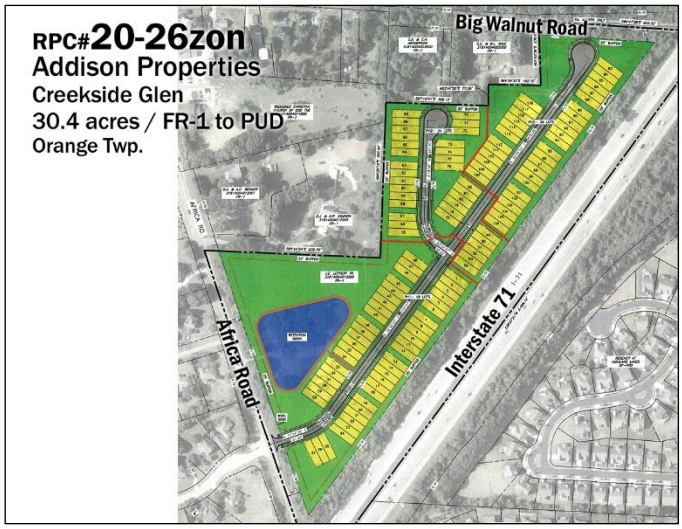
**20-26 ZON Addison Properties – Orange Twp. – 30.4 acres – FR-1 to PUD (Creekside Glen)**

**Request**

The applicant, Addison Properties, is requesting a 30.4-acre rezoning from FR-1 to PUD to allow Creekside Glen, a 118 townhome lot development.

**Conditions**

**Location**: West of Africa Rd., south of Big Walnut Rd.
**Current Land Owner:** John Leppert Trustee
**Current Zoning**: Farm Residence District (FR-1) / **Proposed Zoning**: Planned Unit Development (PUD)
**Current Use(s):** single family residence / **Proposed Use(s)**: multi-family attached townhome lots
**Number of units requested**: 118
**Surrounding Uses**: single-family homes on generally large lots
**School District**: Olentangy / **Utilities Available**: Del-Co Water and central sanitary sewer
**Critical Resources**: 1.5-acre pond that outlets under Africa Rd. / **Soils**: CaB, CaC2, CnA
**Traffic Study:** DCEO notes that a Traffic Memo is under review



**Introduction**
The Creekside Glen subdivision proposes 118 multifamily attached townhomes on fee-simple lots, which are typically 2,800 square feet in size (28 ft. wide x 100 ft. deep) and have frontload garages. The development will be constructed in three (3) phases, with a single access point to Africa Road and emergency access to Big Walnut Road. Reserve areas include 10 acres of open space that will include a stormwater pond, greenspace, mail kiosk, dog park, pavilion and walking path. Sidewalks are proposed on both sides of the streets and there is open space between each of the townhome buildings.

The request is to utilize the Planned Unit Development (PUD) district, part of the relatively new Orange Township Zoning Resolution. The PUD district is established to provide flexibility for unique projects that promote the goals of the Comprehensive Plan, but that cannot be accomplished under a base zoning district, in addition to fostering orderly development that may incorporate a mixture of residential, commercial, and industrial uses at varying densities.

**Comprehensive Plan**
Orange Township's 2021 Comprehensive Plan includes this site in Subarea 11, which recommends single-family residential uses with a maximum density of two (2) units per acre with centralized sanitary sewer. The proposed density is 3.88 du/gross acre and 7.1 du/net acre. The highway easement for I-71 makes up 7.312 acres of 30.4-acre parcel and 1.068-acres within Africa Road (resulting in 22.017 net acres). Not considering the highway easement and right-of-way, the proposed density 5.36 du/gross acre. While the proposed density, regardless of the highway easement, meets the permitted density for a PUD utilizing multi-family, it does not adhere to the Comprehensive Plan recommendation and is a different character from the surrounding single-family pattern.

**Issues**

**Traffic and access:**
A single access point to Africa Road and an emergency access drive at Big Walnut Road.

The DCEO provided the following comments while reviewing the Traffic Memo: There must either be a street stub or access easement on the west side of the development, between lots 63 and 64. This will allow connectivity to the adjacent land when it develops. This section of Africa Road is also expected to be widened in 2028 to allow for a southbound turn lane. It should be noted that the traffic study indicated that these would be platted lots and didn't mention the townhome building style. Regardless, the County Engineer is seeking to minimize driveway points near major intersections such as the Africa/Lewis Center/Big Walnut intersection.

**Drainage:**
Stormwater infrastructure is proposed, which will be treated by the proposed on-site retention pond, and then drain under Africa Road to a stormwater drainage easement in the Crystal Valley subdivision across the street. The DCEO letter notes that a detailed storm water management report will be required during the engineering and development phase. An adequate outlet needs to be identified, and offsite drainage easements and improvements might be required.

**Signage:**
One entry sign is proposed, and an excessive number of other sign types were included in the submittal. A basic entry sign example image was submitted, but did not include dimensions. It is unclear what the intention is, but

the "community identity" sign is more desirable than the sample sign showing "Creekside Glen."

**Lighting:**
Street lights are proposed; however, a lighting plan was not provided.

**Sanitary Treatment:**
Served by County public sanitary sewer.

**Open Space / Health:**
The code requires 30% open space (9.12-acres) and the proposal indicates 10 acres, or 33%. The open space indicated is distributed throughout the site, except for the larger area around the retention basin.

As noted sidewalks are proposed on both sides of the streets and there is unorganized open space between each of the townhome buildings. Other than the sidewalks, the proposal shows no other recreational opportunities or paths except one path located along the edge of the retention pond. There are no existing paths along Africa Road or Big Walnut Road to connect to at this time.

**Joint Economic Development District (JEDD):**
The zoning resolution requires that any proposed PUD that includes commercial or industrial uses shall be included in a JEDD created under Section 715.72 of the Ohio Revised Code. The application notes that there is no commercial or industrial uses proposed and that this requirement does not apply. Staff questions the intent of the resolution and notes that attached units are often considered commercial/residential for the purposes of some economic development tools. Similar attached townhouses in Evans Farm currently are included in a JEDD.

**Permitted Use**
Under the Permitted Uses section of the application, there is a reference to attached dwellings consistent with the "Ohio Zoning Resolution's 'Residential Use, 6+ Units' classification." Staff is unsure whether this is a correct reference. There is no Ohio Zoning Resolution and the use reference is also not in the Ohio or Delaware County Building Code.

**Divergences**
No divergences have been requested.

**Platting**
If approved as a Planned district, the Regional Planning Commission would look for a subdivision plat, whether the lots are individually subdivided, or a single lot is created with easements.

**Staff Recommendations**
Staff recommends **Denial** of the rezoning request by Addison Properties from FR-1 to PUD to the DCRPC, Orange Twp. Zoning Commission and Orange Twp. Trustees, based on the density recommendation found in the Comprehensive Plan.

If the rezoning request is supported by the Township, Staff provides the following items to consider:

1. *Reduce the density to meet the recommendation of the Comprehensive Plan, or amend the Plan to support a*

*higher density in this subarea;*

2. *Provide either a street stub or access easement to the larger western parcel;*
3. *Provide additional pedestrian facilities and clearly identify where the proposed walking path will be located. Indicate the dimensions and material that it will be constructed with and who will own and maintain it;*
4. *Submit a Lighting Plan as required in Sec. 10.01(C(2)) of the Orange Township Zoning Resolution;*
5. *Submit a signage plan for the entry sign as required in Sec. 10.01(C(5)) of the Zoning Resolution and only other signs as actually proposed;*
6. *Identify if these will be public or private roads;*
7. *Provide gross density calculations that do not include the existing I-71 highway easement; and*
8. *Provide in writing how this project meets the recommendations of the Comprehensive Plan (see Sec. 10.01(G(2) of the Zoning Resolution).*

***Commission / Public Comments***

Mr. Mike Medvedkov, Addison Properties, was present. He noted that because the project is along I-71, it lends itself to a denser single-family attached product served by public streets, which would align to the PUD and multi-family requirements. He explained that Orange Twp. calculates density on gross acreage therefore they have calculated the density based on 30 acres. He stated that the developer is open to revising the application between residential and commercial (multi-family) options, should the Township or Regional Planning prefer a specific direction. He also confirmed the applicant's willingness to incorporate several staff recommended enhancements into the plan, including a walking path, project signage, and lighting as required. Regarding connectivity, he questioned the rationale for requiring a western road connection given the existence of a residence built in that location in 2013, and the church owning the other large parcel. He reiterated that he would strongly prefer a positive vote from all the organizations.

Mr. Shock inquired why the applicant must provide a density calculation excluding the I-71 highway easement. Mr. Sanders clarified that excluding the easement serves as a standard benchmark for determining net developable acreage, but is not as restrictive as the traditional handling of natural constraints like steep slopes or floodplains. Mr. Sanders noted that he wasn't sure that the area of I-71 has much of an impact on the property tax on the site.

***Ms. Holt made a motion to recommend Denial of the rezoning request by Addison Properties, based on the Comprehensive Plan. Mr. Bernaert seconded the motion. VOTE: Majority For Denial, 0 Opposed, 2 Abstained (Orange Twp. and Galena). Motion carried.***

**21-26 ZON Porter Twp. Zoning Commission – Zoning Resolution update**

**Request**
The Porter Township Zoning Commission has been working on a number of changes to the Zoning Resolution over the last few years, which are now ready for adoption. Staff has reviewed the amendments at several points during the process and formatted the document.

**Summary**
The Porter Township Zoning Resolution was originally adopted in 1981 and most recently amended in 2010. The proposed zoning amendments are as follows:

- Updates the Table of Contents to list section numbers instead of page numbers;
- Removes the "thirty-five percent of the lots in the subdivision are developed" criteria for agricultural exemption;
- Adds Small Wind Farm regulations;
- Adds Solar Energy System regulations and applicable definitions;
- Expands on "Accessory Buildings" (now "Structures (non-residential)" for Permitted Uses in the A-1 district;
- Adds the term "Short Term Rental" to "Bed and Breakfast" (Bed and Breakfast – Short Term Rental);
- Defines "Short-Term Rental" and "VRBO";
- Requires the principal residential dwelling on the property of a proposed short-term rental use to be owner-occupied;
- Adds Private Gun Ranges as a conditional use in the A-1 district and prohibits Gun Ranges in the R-1 district. Commercial Gun Ranges shall only be permitted in the PCD;
- Expands on CAD requirements, allowing lot width to be measured along a CAD and not solely the public right-of-way the CAD gains access from;
- Allows Secondary Dwellings in the A-1 and R-1 districts;
  - Staff recommends defining Secondary Dwellings.
- Adds the outdoor storage of commercial-type equipment to Prohibited Uses in the A-1 and R-1 districts;
- PCD - References the 2023 North American Industrial Classification System (NAICS) code rather than 2002, and simplifies the multi-family section;
- Adds a definition section; and
- Adds other minor text and formatting changes as necessary.

**Staff Recommendation**
Staff recommends Approval of the text amendments to the Porter Township Zoning Resolution, to the DCRPC, Porter Twp. Zoning Commission and Porter Twp. Trustees.

***Commission / Public Comments***
***Mr. Shock made a motion to recommend Approval of the text amendments to the Porter Township Zoning Resolution, seconded by Mr. Price. VOTE: Majority For, 0 Opposed, 1 Abstained (Porter Twp.). Motion carried.***

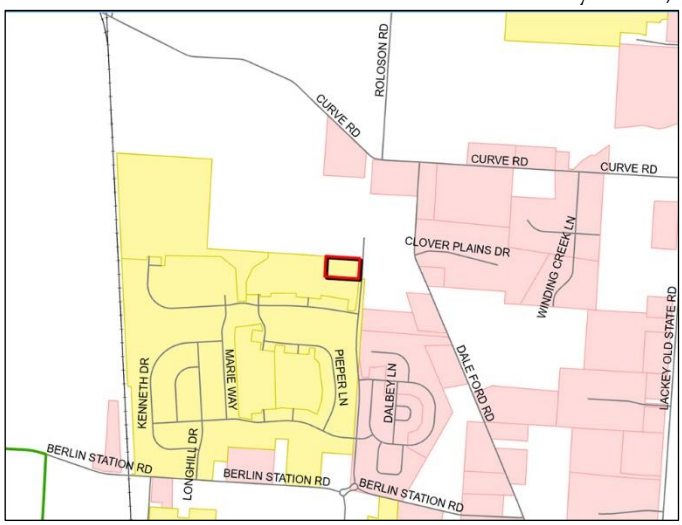
## SUBDIVISION PROJECTS

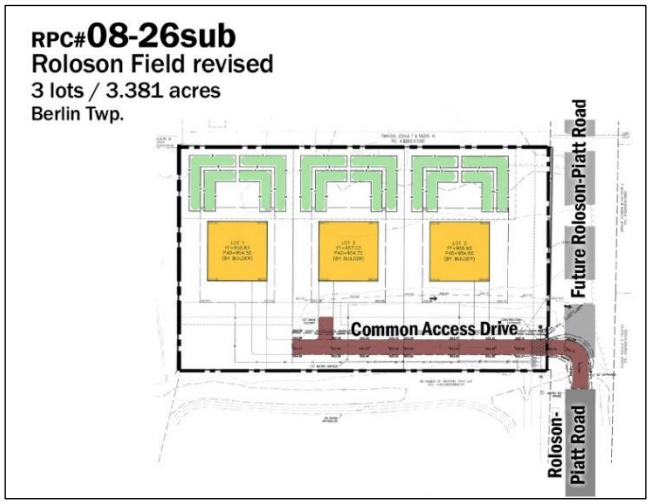
### Preliminary

**08-26 Roloson Field (revised) – Berlin Twp. - 3 lots / 3.381 acres**

### Conditions

**Applicant:** Manor NG, LLC. / **Engineer:** Terrain Evolution
**Subdivision Type:** Single Family Residential, Common Access Driveway
**Location:** West side of Roloson-Piatt Rd., south of Curve Rd.
**Current Land Use:** Vacant / **Zoned:** Farm Residential (FR-1)
**Utilities:** Del-Co water and on-lot treatment systems / **School District:** Olentangy






### Staff Comments

Roloson Field is a three-lot subdivision that will be located on the west side of Roloson-Piatt Rd., south of Curve Rd. Roloson-Piatt Road has been extended to the southern edge of the site as part of the Berlin Farm West subdivision. The subdivision includes three lots utilizing a Common Access Driveway. The CAD will take access off the temporary end of Roloson-Piatt Road, which will be extended by the County Engineer's office within the next two years. DCEO has noted that they can work with the applicant for the timing of accessing the road during and after construction.

The large Berlin Farm subdivision continues to develop with a future section proposed to be built to the west. This section will provide an easement for sewer, but is not anticipated to be developed within the next year. The previous approval granted by the RPC placed a Condition upon the subdivision that all lots connect to sewer. Based on additional information, the current recommendation removes that condition. Staff is recommending that development can proceed by utilizing onsite treatment systems until sanitary sewer is available. All the typical on-site easements will be required on the plat.

**Staff Recommendation**
Staff recommends *Preliminary Approval* of **Roloson Field** to the DCRPC.

***Commission / Public Comments***
Mr. Justin Wollenberg, Terrain Evolution, was present to answer questions from the Commission.

***Mr. Shock made a motion for Preliminary Approval of Roloson Field. Mr. Matlack seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Berlin Twp.). Motion carried.***

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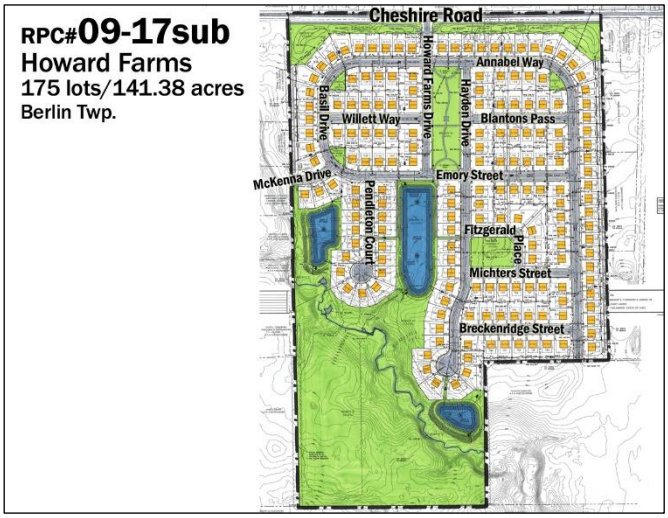
**VARIANCE**

**09-17.V Homewood Corp. – Berlin Twp. – Requesting additional extension – Howard Farms**

**Applicant:** Homewood Corp. / **Engineer:** EMH&T
**Preliminary approval:** 04/27/17
**Extensions:** 04/25/19, 06/26/24, 06/26/25
**Variance granted:** 09/26/24 and 06/26/25




**Request**
The applicant, Homewood Corp., is requesting a one-year Preliminary Plan extension via Variance for Howard Farms. The site is located on the south side of Cheshire Rd., east of Piatt Rd. The development was approved to allow for 175 single-family lots, with 123 lots platted to date. Fifty-two lots remain to be platted and developed in Sections 5 through 7.

**Facts**

1) Section 204.04 of the Subdivision Regulations states that the Preliminary Plan shall expire if a complete Final Plat application for the first phase is not submitted within two (2) years of Preliminary Plan approval;
2) Howard Farms received Preliminary approval on April 27, 2017;
3) The applicant received a one-year extension in April 2019;
4) Sections 1 through 4 have been recorded (2019, 2022, 2024);
5) The applicant received their first Variance for Extension September 2024;
6) The applicant received their second Variance for Extension June 2025;
7) Sections 5 – 7 remain unplatted; and
8) Section 5 has submitted for final plat approval August 2026.

**Criteria for a Variance**

The burden is on the applicant to demonstrate in writing, each of the following:

1) The granting of this variance request shall not be detrimental to the public health, safety and welfare and not injurious to other property.

2) The conditions upon which this variance request is based are unique to the property for which this variance is sought.

3) Due to the physical surroundings, shape, or characteristics of the property, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of the Delaware County Subdivision Regulations were carried out.

4) The granting of this variance will not vary the provisions of the applicable zoning regulations, comprehensive plans, or other existing development guidelines and regulations, nor shall it otherwise impair the intent and purpose of these regulations, or the desirable development of the neighborhood and community.

   **Applicant:** *"Construction of the development is ongoing and sales are consistent. Due to the large size of the development/number of lots as well as acquisition of an offsite sanitary sewer easement to provide service to the development, an extension is requested for the remaining sections 6-7."*

**Staff Comments**

Staff notes that this development has continued platting sections and constructing homes within this overall development since 2019, with approximately 32 vacant lots as of March, 2025. Development surrounding this site suggests that the Preliminary Plan layout remains valid. Additionally, the only potential for road connection is shown to the south, which would connect to the future development of "Paykoff/Evans Farm." The Paykoff Evans development was zoned in 2017 to allow for 539 single-family lots. However, no Preliminary Plan has been filed. Based on these facts, staff has no concerns with the extension and variance request.

**Staff Recommendation**
DCRPC staff recommends that, based on the Findings of Fact under Criteria for a Variance above, the variance request from Sec. 102.03 & 204.04 and a one-year extension for **Howard Farms** be *Approved.*

***Commission / Public Comments***
***Ms. Holt made a motion to Approve the Variance request for Howard Farms, based on the Findings of Fact, and a one-year extension. Mr. Matlack seconded the motion. VOTE: Majority For, 0 Opposed, 1 Abstained (Berlin Twp.). Motion carried.***

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**OTHER BUSINESS**

- Mr. Shafer stated that it was recently discovered that the September RPC meeting was on the same day as the Little Brown Jug so all September meeting dates will be moved back one week. Please let RPC staff know if you or your alternate are unable to attend.
  1) Site Review: September 3
  2) TRC: Sept. 8 (Board Room)
  3) Exec. Comm.: Sept. 9 (Board Room)
  4) RPC meeting: September 17

***Having no further business, Mr. Price made a motion to adjourn the meeting at 6:30 p.m. Mr. Duffee seconded the motion. VOTE: Unanimously For, 0 Opposed. Motion carried.***

***The next meeting of the Delaware County Regional Planning Commission will be Thursday, September 17, 2026, 6:00 PM at the Byxbe Campus Conference Room, 1610 State Route 521, Delaware, Ohio 43015.***

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***Joe Shafer, Chairman*** ***Stephanie Matlack, Executive Administrative Assistant***