

City of Circleville
Planning and Zoning Commission
104 E. Franklin St.
Circleville, OH 43113
740-477-8224

Wednesday, April 2, 2025
City Council Chambers

Meeting Minutes

This is an overview of the minutes. Full digital recording is available on the City Website

Members Present: Dick Liston, Mike Combs, Dorcas Morrow, Megan Travis, Kim Frericks, Jim Stanley and Clerk Suzanne Channell. Michelle Blanton was excused.

Jim Stanley called the first **Public Hearing** to order at 5:30 pm.

Roll Call.

Michelle Blanton arrived at 5:31 pm.

Any individuals wanting to speak were asked to stand to be sworn in. Suzanne Channell swore in.

The item on the agenda was **Zoning Amendment / Rezoning #1-25** as requested by Circleville Investment Group, LLC located at Parcel ID A0540910000300, to rezone from IE (Innovation & Employment) to MUR (Multi-Unit Residential). There were also (3) text amendments to Chapter 1129, Table 2 of the Official Zoning Code of the City of Circleville.

Hannah Wynne stated they would like to rezone the old Cellar Lumber site from IE to MUR and put in 44 townhome units. There were also (3) text amendments they wanted to make. The amendments requested are to change the lot coverage from 60% to 75% for townhomes, allow 16 units per acre instead of 10 units per acre and also change the front setback from 30ft to 0ft for townhomes. Hannah stated that 10units per acre is quite low compared to the surrounding communities.

Craig Stevenson with Harral and Stevenson said the units would most likely be for sale, not for rent. The target price will likely be below the current single family residence entry point. These would be three level buildings with parking underneath. It will be a self-contained community with amenities.

Beverly Martin spoke with concerns this may be too many people in a small area. She is worried about parking, traffic and the curb/gutters.

Charles Estelle said the traffic at the end of the Clark subdivision is already terrible and building more would make it worse. He is concerned about a walking path around the retention pond and the safety hazards of having that. He is also worried about ambulances and truck traffic.

Spiros Spantithos wanted to know how this will impact Circleville and the infrastructure of Circleville. He wanted to know if water lines will be adequate to accommodate these units. He also said the police department will need to be expanded.

Hannah stated tonight is just to recommend to council then they will hold another public hearing.

First Public Hearing was adjourned at 5:51 pm.

Jim Stanley called the second Public Hearing to order at 5:55pm.

Nobody to swear in.

The item on the agenda was **zoning text amendments** as requested by the City Planner.

Hannah Wynne said there are (5) amendments she wants to make. The first amendment would be to change parking spaces to 10 x 20'. The second amendment is that shipping containers are prohibited as being an accessory structure but would like to approve them in the Innovation & Employment District and the Community Service District. The third amendment is to make the permit process paperless. The fourth amendment may require a school impact study for PUD & PMD Districts and the fifth amendment is to add "Tiny Home Villages" as a permitted use in the MHR (Manufactured Home Residential) District.

Michelle Blanton made a motion to adjourn, seconded by Megan Travis. The second Public Hearing was adjourned at 6:07 pm.

The regular Planning & Zoning Commission meeting was called to order at 6:15pm.

Roll Call.

Approval of minutes:

A motion was made by Dorcas Morrow to approve February's meeting minutes, seconded by Dick Liston. All in favor, motion carried.

Kim Frericks asked if the 0ft setback would be similar to a building downtown. Jim Stanley stated yes, it would be. Hannah Wynne said this setback would only apply to townhomes, not to apartment buildings.

Jim Stanley said we are currently only using 1/3 of our capacity for water/sewer. There would be no capacity issue by adding the townhomes on the old Cellar Lumber site. He said the City is capable of producing 4 million gallons of water per day and are currently only using roughly 1.3 million gallons per day. The size of the City could triple and there would still be adequate capacity.

Hannah Wynne said the curbs and gutters installed would improve curb appeal. The cost would be the developer's responsibility, not the City's.

Jim Stanley mentioned the NCA and said it adds property tax to new properties. New properties would pay more taxes than those properties that already exist.

Michelle Blanton said she thinks this is a creative way to use the property so it doesn't sit vacant.

A motion was made by Dorcas Morrow to recommend this to council, seconded by Dick Liston. All in favor; **Zoning Amendment / Rezoning #1-25** recommended to council.

The next item on the agenda was the official zoning code amendments. Kim Frericks would like to change amendment #2 which is for the shipping containers being permitted in IE & CS districts. She thinks this should go to the BZA before permitting it so they don't show up everywhere.

The text amendments to the zoning code were each voted on separately. Kim Frericks made a motion to approve the first amendment making parking spaces 10 x 20'. This was seconded by Megan Travis. Roll Call. All in favor, motion carried.

The second text amendment voted on was shipping containers in the IE & CS Districts. A motion was made by Mike Combs to approve this but as a conditional use which would have to be approved by the BZA. Seconded by Kim Frericks. Roll call. All in favor, motion carried.

The third vote was for going paperless with the permitting process. Michelle Blanton made a motion to approve, seconded by Dick Liston. Roll call. All in favor.

Dick Liston made a motion to approve the school impact study possibly be required for the PUD & PMD Districts, seconded by Megan Travis. Roll call. All in favor, motion carried.

The fifth vote was for tiny homes being a permitted use in MHR District. Dorcas Morrow made a motion to approve, seconded by Mike Combs. Roll call. All in favor.

The next item on the agenda was **Final PUD #1-25** as requested by Alto Real Estate, LLC located at Parcel IDs A05-1-115-00-00-88, A05-1-115-00-00-89, A05-1-115-00-00-90 and A05-1-115-00-00-00. Michelle Blanton made a motion to approve, seconded by Kim Frericks. All in favor, motion carried.

Preliminary Subdivision Plat# 1-25 as requested by Alto Real Estate, LLC for the locations above. Michelle Blanton made a motion to approve, seconded by Dorcas Morrow. Roll call. All in favor.

The last item on the agenda was the **Pre-application Meeting** as requested by Harrall & Stevenson for Clifton Estates Subdivision. Craig Stevenson said they want to restart Clifton Estates Subdivision on the northern part of the property. Lot will be smaller and there will be 139 lots.

Hannah Wynne stated the number of cul-de-sacs are limited. It is challenging for snow plows to get to. This is zoned LDR so no changes would need to be made.

Jim Stanley said Pontius Rd. would need realigned to make a 90 degree intersection or a roundabout.

Dick Liston made a motion to accept the pre-application meeting, seconded by Mike Combs. All in favor, motion carried.

Dorcas Morrow made a motion to adjourn, seconded by Dick Liston. Meeting adjourned at 6:57 pm.