

CIRCLEVILLE JUDICIAL COMMITTEE MEETING MINUTES 5/27/2025

Circleville Judicial Committee convened in City Council Chambers, 127 South Court St, Circleville, OH., on Tuesday, May 27, 2025, at 7:00 p.m. Members present at Roll Call: Chair Tom Klitzka, Committee Members Sheri Theis, John Moats, and Clerk, Melissa Burns. Other guests present: Planner Hannah Wynne, Law Director Kendra Kinney, and Mayor Michelle Blanton.

Klitzka called the meeting to order at 7:21 p.m.

Moats motioned to approve the minutes from May 13, 2025. Seconded by Theis. Motion carried.

New Business:

a) AN ORDINANCE AMENDING THE CITY OF CIRCLEVILLE ZONING CODE TO MAKE CERTAIN CHANGES AND ADDITIONS TO THE CODE AND DECLARING AN EMERGENCY.

DISCUSSION: This Ordinance proposes multiple changes to the Zoning Code. Planner Wynne recommends adjusting parking space dimensions for new developments from 9x23 feet to 10x20 feet, reverting to the previous zoning code. Wynne noted that the prior change accommodated longer truck beds, but developers are now requesting variances for the 10x20-foot standard. Additionally, Wynne proposes permitting shipping containers as a conditional use in the Community Service (CS) and Innovation and Employment (IE) districts, despite their current prohibition as accessory structures across all districts. This proposal, supported by the Planning Commission, would require Board of Zoning Appeals (BZA) approval for implementation. To enhance efficiency, Wynne suggests amending items A-J to transition to fully electronic application submissions. Furthermore, Wynne proposes a school impact study for Planned Unit Development (PUD) and Planned Mixed-use District (PMD) applications may be required. Lastly, Wynne recommends an amendment to establish tiny home communities as a permitted use in the manufactured home residential district.

MOTION - ROLL CALL – VOTE: Moats motioned to forward this Ordinance to the next Council meeting on June 3, 2025, with a recommendation for passage. Seconded by Theis. Roll call (3 Yeas-0 Nays). Motion carried.

b) AN ORDINANCE TO AMEND THE ZONING DISTRICT OF 766 SOUTH PICKAWAY STREET (PARCEL #A0540190000300) FROM IE (INNOVATION AND EMPLOYMENT) DISTRICT TO MUR (MULTI-UNIT RESIDENTIAL) DISTRICT AND AMENDING THE CITY OF CIRCLEVILLE ZONING CODE TO MAKE CERTAIN CHANGES AND ADDITIONS TO THE CODE.

DISCUSSION: Planner Wynne presented the applicant's request to rezone a property from Innovation and Employment (IE) to Mixed-Use Residential (MUR) to facilitate townhome development, accompanied by three proposed zoning text amendments. The applicant seeks to increase the maximum lot coverage in the MUR district from 60% to 75% specifically for townhomes, raise the maximum density from 10 to 16 units per gross acre, and reduce the minimum front yard setback for townhomes from 30 feet to 0 feet. Wynne emphasized that these are the applicant's proposals but recommended defining "townhome" in the zoning code and establishing it as a permitted use in the MUR district. Concerns were raised by Theis and Klitzka regarding the proposed zero-foot setback. Moats inquired about sidewalk provisions with a zero-foot setback, to which Wynne clarified that the setback is measured from the right-of-way, ensuring a sidewalk would remain. Kinney suggested that Wynne formalize the townhome definition and proposed presenting the amendments in a separate ordinance, allowing the developer to justify the zero-foot setback. Theis moved to table the ordinance and split it into two for further review.

MOTION - ROLL CALL – VOTE: Theis motioned to table this Ordinance. Seconded by Moats. Roll call (3 Yeas-0 Nays). Motion carried.

Other Business:

Moats motioned to adjourn the meeting at 7:53 p.m. Seconded by Theis. Motion carried.

Minutes prepared by: Melissa Burns and Sarah Kolesar, Clerks