

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

Wednesday, August 6, 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, Michelle Blanton, Kim Frericks, Jim Stanley and Clerk Suzanne Channell.

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

Roll Call.

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 #2-25** as requested by Cole Thompson located at 314 S. Pickaway St., Parcel ID A05-2-055-00-011-00 to rezone from DB (Downtown Business) to HSU (Historic Single Unit Residential).

Robert Caplinger, the owner, was present. He said they are just trying to add on a room addition to their home but DB district does not permit them to add the square footage they want to add.

Tyler Cobb said the surrounding structures are homes and there would be no zoning issues.

Michelle Blanton made a motion to adjourn the Public Hearing, seconded by Dick Liston. All in favor, Public Hearing adjourned at 5:32pm.

The regular Planning & Zoning Commission meeting was called to order at 5:36pm.

Roll Call.

Approval of minutes:

A motion was made by Mike Combs to approve June's meeting minutes, seconded by Megan Travis. All in favor, motion carried.

The first item on the agenda was **Zoning Amendment / Rezoning # 2-25** as requested by Cole Thompson located at 314 S. Pickaway St., Parcel ID A05-2-055-00-011-00 to rezone from DB (Downtown Business) to HSU (Historic Single Unit Residential).

There were no comments or questions. Dorcas Morrow made a motion to recommend to council, seconded by Dick Liston. Roll Call. All in favor, motion carried.

The last item on the agenda was **Preliminary Subdivision Plan# 2-25** as requested by Nicholas Clifton located at Parcel ID A05-1-001-00-251-00, for the Reserve at Clifton Estates, zoned LDR (Low-Density Single Unit Residential) District.

Jim Stanley said it meets all subdivision and zoning regulations.

Hannah Wynne said there are 65 lots going in divided into (3) section which are roughly 20 houses per section. She said it follows the current zoning district of LDR.

Jim Stanley stated that Pontius Rd. will need extended to the property line.

Kim Frericks made a motion to accept, seconded by Mike Combs, with the condition that Pontius Rd. gets extended to the property line. All in favor, motion carried.

Hannah Wynne said she wants to amend the permit fee schedule to make fees non-refundable. This will need a motion to recommend to council. Dick Liston made a motion, seconded by Megan Travis. Roll Call. All in favor.

Dorcas Morrow made a motion to adjourn, seconded by Mike Combs. Meeting adjourned at 5:44 pm.