

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

Wednesday, October 1, 2025
City Council Chambers

Meeting Minutes

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

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

Jim Stanley called the meeting to order at 5:30 pm.

Roll Call.

Approval of minutes:

A motion was made by Kim Frericks to approve September's meeting minutes, seconded by Mike Combs. All in favor, minutes recorded as they are.

The first item on the agenda was **Final PUD# 2-25** as requested by Paul Cugini located at Parcel ID A010001002494, currently zoned PUD district.

Spencer Wolverton with G2 Planning & Design spoke about the development. There is a total of 54.49 acres located just south of Circleville High School. Subarea A is the Neighborhood Business District with 12.47 acres, Subarea B is the General Business District with 6.12 acres, Subarea C is for duplex homes with 16.5 acres and Subarea D is single family homes with 19.4 acres.

He said the only notable changes are the retention pond added to Subarea B which is the General Business District and the path around the northern open space. The units stayed the same. They added more detail to the landscaping and planted some trees in the open area.

Hannah Wynne said another change was the rear yard setback in the duplex section being decreased by 2 ft.

Michelle Blanton arrived at 5:38 pm.

Kim Frericks made a motion to approve Final PUD# 2-25, seconded by Megan Travis. Roll call. All in favor, motion carried.

Hannah said the final PUD is approved. Now the next steps be will going through engineering review and platting.

New Business:

Hannah spoke about the Community Reinvestment Area (CRA) which gives property tax abatement to certain projects approved by Council that is beneficial to the development of the community. The one in now is the apartment section of the Alto PUD. Part of the requirements to issue CRA incentives is housing council to monitor people receiving the incentives. The housing council consists of 1 member appointed by the P&Z Commission, 2 members appointed by the Mayor, 2 members appointed by Council and those 5 appoint 2 more members.

Two individuals applied for the housing council: Melissa Little and Tiffany Speakman. Both were present at the meeting and spoke to the P&Z Commission about their interest in the positions.

Once the two applicants were done speaking, Hannah asked if the board wanted to make a motion to appoint them or wait until the next meeting. Jim Stanley said they would defer to the November meeting to appoint anyone.

Hannah mentioned the Barthelmas Park expansion that is going on right now. They received word the City got funding through ODOT.

Jim said Hannah will be holding stakeholder meetings next week. One will be on Wednesday, October 8th, from 2pm – 4pm at Barthelmas Park. The second will be held on the same day in Council Chambers from 6pm – 8pm.

Michelle Blanton made a motion to adjourn, seconded by Mike Combs. All in favor. Meeting adjourned at 5:51 pm.