

Brown Township Zoning Commission

Brown Township Hall
5555 State Route 521
Delaware, Ohio 43015
Meeting Minutes June 5, 2025

Attendees

Kyle Vanderhoff, Chair
Ian Capwell, Member
Nick Creedon, Member
Marc Gaskell, Alternate
Steve Serio, Zoning Inspector
Vickie Sheets, Zoning Secretary

Call to Order

The meeting was called to order at 7:00 p.m. by the Chair Kyle Vanderhoff.

Pledge of Allegiance

Attendees recited the Pledge of Allegiance.

Approval of Minutes

Mr. Gaskell moved, and Mr. Capwell seconded the adoption of the May 2025 minutes. Motion passed.

Changes to Agenda

The public hearing on the proposed changes to Articles 4, 7 and 14 of the Zoning Resolution was postponed until the next meeting so that the proposed changes could be submitted to Regional Planning prior to the hearing.

Regional Planning Meeting Attendance

Mr. Serio attended the May 2025, Delaware County Regional Planning (DCRPC) meeting. Mr. Vanderhoff will cover the June 2025 DCRPC meeting.

Zoning Inspector Report

Mr. Serio provided a written report for May. He informed the members of changes Trustee Charlie Miley had suggested to the Application for Brown Township Zoning Certificate. Ms. Sheets will incorporate the proposed additions and provide a draft application for Mr. Vanderhoff's use when consulting with Mr. Miley regarding the revised document.

Old Business

The members discussed scheduling the next meeting. The usual meeting date falls on July 3rd, the eve of the long July 4th weekend and there was concern that a quorum would likely not be able to attend. While in previous years, the July meeting had been cancelled due to the holiday, the members did not want to wait until August for public hearing on the proposed Resolution changes. After considering dates in June and July, they agreed to move the July

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BTZC meeting to Tuesday, July 1st at 7:00 p.m. and schedule the public hearing as part of the meeting.

Overlays: The members continued the discussion of Zoning Overlays, a zoning tool available to townships per the Ohio Revised Code Section 519.021 (C). It allows existing zoning district and regulations for a property to continue while offering an *overlay* (also referred to as a *cloud*) of zoning. Landowners can choose to comply with either the existing rules or with the rules set forth in the overlay. This added option typically includes a mixture of permitted uses and more flexible approaches to issues such as lot size, density and setbacks.

An ongoing concern of townships is the potential loss of territory by annexation to a city. Contingent land can be annexed to a city when a property owner believes there to be advantages to be governed by the city, e.g. to be able to access services, such as utilities, provided by a city and not available with the township. A township zoning overlay offers potential future development opportunities for the property owner without annexation.

The BTZC members considered the process for moving forward and emphasized the importance of communication with property owners regarding the rationale for overlays and potential benefits. It was suggested to develop a framework document outlining the basic concepts and process. The members once again considered the possible areas in the township that might benefit having a zoning overlay. They focused on the southwest portion of the township along the along the US Route 36/37 corridor (between the railroad tracks), along State Route 521 by the Bixby round-about and along Baker Road.

When considering additional resources to support this work, it was suggested that obtaining a GIS software license would provide access to multiple sources of information and the ability to layer different elements of data about the area. The members will also consider existing plans for Delaware city development, and the expectations laid out in the Brown Township Comprehensive Plan. The increased demand for housing in a fast-growing county is another factor to consider.

The BTZC members had previously been sent examples of overlay language from Harlem Township to review. They will need to identify concepts to be included in Zoning Resolution language, including definitions, permitted uses and procedures. They identified elements of the current Brown Zoning Resolution that could be used. The members are focusing on mixed uses.

Mr. Vanderhoff stated that this is a big undertaking that will occupy the BTZC for the next few months.

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New Business

There was no new business.

Adjournment

Mr. Vanderhoff moved to adjourn the meeting and Mr. Capwell seconded. Motion passed and Mr. Vanderhoff adjourned the meeting at 8:05 pm.



Vickie Sheets
Brown Township Zoning Secretary



Kyle Vanderhoff
BTZC Chair