

## **Brown Township Zoning Commission**

Brown Township Hall  
5555 State Route 521  
Delaware, Ohio 43015  
Meeting Minutes July 1, 2025

### **Attendees**

Kyle Vanderhoff, Chair  
Jeremy Williams, Vice-chair  
Ian Capwell, Member  
Nick Creedon, Member  
Aaron Heydinger, Member  
Stan Bean, Alternate  
Marc Gaskell, Alternate  
Vickie Sheets, Zoning Secretary  
Lois and Phil Scheutzow, 3650 N. Old State Road  
Brad Ross, 8738 Fontanelle Road, Ostrander (property owner, 5510 Bowtown Road)

### **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. Vanderhoff moved, and Mr. Capwell seconded the adoption of the June 2025 minutes as corrected. Motion passed with Mr. Williams and Mr. Heydinger abstaining.

### **Changes to Agenda**

There were no changes to the agenda.

### **Regional Planning Meeting Attendance**

Mr. Heydinger and Mr. Bean attended the June 2025, Delaware County Regional Planning (DCRPC) meeting since Mr. Serio was out-of-town. The BTZC recommendations for Zoning Resolution changes were on the DCRPC agenda.

Mr. Serio is expected to be able to attend the July 31st DCRPC meeting. Mr. Bean will be available as back-up.

### **Zoning Inspector Report**

Mr. Serio had emailed members his written report for June. Mr. Vanderhoff had been taking zoning calls while Mr. Serio is traveling, and reported receiving three calls, one of which dealt with concern about several campers on a property and one regarding questions regarding short term rentals.

## **Brown Township Zoning Commission**

Brown Township Hall

5555 State Route 521

Delaware, Ohio 43015

Meeting Minutes July 1, 2025

### **Public Comment on Proposed Zoning Resolution Language**

Mr. Heydinger had emailed members the DCRPC minutes that were distributed today, and Ms. Sheets provided written copies of the pages addressing the Brown Township recommendation to add to and amend the Brown Township Zoning Resolution. DCRPC staff supported the proposed language. One question was raised regarding open space being distributed throughout the development and it was suggested that flexibility to allow that space to be consolidated rather than scattered. A motion was passed recommending approval of the amendments with the suggestion that the language “unique circumstances will be considered.”

Mr. Vanderhoff asked the guests for their comments regarding the proposed language. Ms. Scheutzw asked if “glamping” was allowed, that is renting space for a tent. Mr. Vanderhoff said the language was meant to allow short-term rental of a home, or part of a home, not for an additional building or tent. The permit process allows the township to be aware of a rental and the annual renewal provides an opportunity to check if there have been problems that would cause renewal to be denied. A major concern is to mitigate risk for adjacent properties. Mr. Heydinger stressed that the language allows one hosted rental per property. The language is intended to avoid someone buying multiple properties just to have short-term rentals.

Mr. Vanderhoff clarified next steps in the process for the guests and advised them to watch the Brown Township website for notification of when the Trustees would hold their hearing on the language as well as access to the proposed language. Ms. Sheets added that this hearing would also be noticed in the Gazette and the documents would be available for review at the Delaware County Library

Mr. Vanderhoff reminded the members that the Short-term Rental Application is not part of the Resolution language but was developed to inform the Trustees regarding what information would be collected. Mr. Heydinger shared information regarding the application for Short-term rentals from the Delaware General Health District.

Mr. Heydinger moved the Regional Planning suggestion to add flexibility to §14.07 A 3 addressing open spaces be added to Article 14 and the BTZC amendments to Article 14 Planned Commercial and Office District be recommended to the Trustees. Motion passed unanimously.

Mr. Heydinger moved that the additions to Article 4 Definitions and Article 7 Farm Residence District (FR-1) be recommended to the Trustees. Motion passed unanimously.

The members also reviewed the supporting document Short-term Rental Application (STRA). Mr. Heydinger provided a substitute sentence addressing the Delaware Health District

## **Brown Township Zoning Commission**

Brown Township Hall  
5555 State Route 521  
Delaware, Ohio 43015  
Meeting Minutes July 1, 2025

current Brown Zoning Resolution that could be used. The members are focusing on largely residential uses but also considering mixed use for the area along the State Route 36/37 corridor.

The members discussed development of sewer service and how the building in the vicinity has been largely slab homes and an apartment complex. The issue of density is critical, and a key goal is to retain a rural feel and ideally maintain a lot acreage of 1.5 but at least 1.25 acres. Mr. Vanderhoff suggested reviewing the Harlem Township language that had been previously distributed before the next BTZC meeting. He plans to develop an outline and some initial language for discussion at the August meeting.

### **New Business**

There was no new business.

### **Adjournment**

Mr. Capwell moved to adjourn the meeting and Mr. Williams seconded. Motion passed and Mr. Vanderhoff adjourned the meeting at 8:20 pm.



Vickie Sheets  
Brown Township Zoning Secretary



Kyle Vanderhoff  
BTZC Chair