

Brown Township Zoning Commission

Brown Township Hall

5555 State Route 521

Delaware, Ohio 43015

Meeting Minutes May 1, 2025

property now occupied by buildings exceeded the amount allowed. Mr. Vanderhoff will consult with Mr. Serio when he returns from vacation to have Mr. Serio investigate this situation.

Old Business

Short-Term Rentals and Article 14: The BTZC recommendations are on the Trustees' agenda for their upcoming meeting.

Permit Fees: Mr. Vanderhoff noted that the current fee structure on the web are the current fees, and the Trustees are responsible for setting fees. The members had previously reviewed and discussed the current permit fee structure and had some suggestions. Mr. Vanderhoff reported that he had the draft permit fee recommendations held because he realized that fee recommendations for short-term rentals had not be determined. The members discussed a range of possible amounts to charge for both the initial application and renewal fees. Noting that the applicant would also be paying a variance application fee of \$750, the members recommended an additional \$750 for the short-term rental application, which would then total \$1500 initial costs to the property owner. The members recommended \$200 for an annual renewal fee. Mr. Capwell moved, and Mr. Williams seconded that these fee amounts be recommended as additions to the Brown Township Zoning Fees. Ms. Sheets will add the short-term fees to the draft permit fees previously developed and forward the document to the Trustees for their consideration.

Overlays: While there are several topics needing attention as the review of the Zoning Resolution continues, such as solar and landscaping; the Trustees have expressed interest in developing overlays for parts of Brown township. An Overlay District is 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 that landowners can choose to utilize. This added layer typically includes a mixture of permitted uses and more flexible approaches to issues such as lot size, density and setbacks.

A concern of the township 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 whether an overlay would offer residential, commercial or mixed uses. The members considered the possible areas in the township that might benefit having a zoning overlay. They also took into account existing plans for Delaware city

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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.

The members agreed that the most pressing areas to consider for overlays would along the US Route 36/37 corridor, along State Route 521 by the Bixby round-about and along Baker Road. Ms. Sheets had reviewed the zoning resolutions in other Delaware County townships and reported that six townships currently address overlays. Mr. Heydinger was familiar with Harlem Township overlay language and Mr. Vanderhoff directed the members to review the overlay section in the Harlem Township Zoning Resolution to provide background for discussion at the next meeting. Mr. Heydinger also shared with the members a concise Overlay summary prepared by Violet Township in Fairfield County, Ohio.

New Business

There was no new business.

Adjournment

Mr. Heydinger moved to adjourn the meeting and Mr. Williams seconded. Motion passed and Mr. Vanderhoff adjourned the meeting at 8:25pm.



Vickie Sheets
Brown Township Zoning Secretary



Kyle Vanderhoff
BTZC Chair