

Brown Township Zoning Commission

Brown Township Hall

5555 State Route 521

Delaware, Ohio 43015

Meeting Minutes December 4, 2025

Attendees

Ian Capwell, Member

Nick Creedon, Member

Aaron Heydinger, Member

Stan Bean, Alternate

Marc Gaskell, Alternate

Vickie Sheets, Zoning Secretary

Call to Order

The meeting was called to order at 7:00 p.m. by member Ian Capwell.

Pledge of Allegiance

Attendees recited the Pledge of Allegiance.

Approval of Minutes

Mr. Gaskell moved, and Mr. Creedon seconded the adoption of the November 2025 minutes. Motion passed with Mr. Capwell and Mr. Heydinger abstaining (they did not attend meeting).

Changes to Agenda

There were no changes to the agenda.

Regional Planning Meeting Attendance

Mr. Serio attended the November meeting and is expected to attend the January meeting. Mr. Bean will be his back-up.

Zoning Inspector Report

Mr. Serio had emailed his monthly report to the members which included one permit issued and one permit pending receipt of a required health department letter.

New Business

The usual BTZC meeting date falls on January 1, 2026. The members voted to move that first meeting to January 8, 2026, which will be the organizational meeting for 2026.

Mr. Heydinger placed a digital version of a zoning application on the BTZC Google Drive folder, discussed changes needed to adapt to Brown Township needs, and the group discussed how the document might be used to digitally submit applications to the Zoning Inspector. The group also discussed the possibility of a township web site in the future.

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Old Business

The BTZC members continued their discussion of overlays. Mr. Heydinger provided copies of maps that showed the areas that the members have discussed as possible overlay areas. The group discussed expected future annexations by the City of Delaware. The members remained focused on the goals of making attractive options to potential developers and retaining rural feel while circumventing annexation.

The members continued to debate the possible density of units and lot sizes under overlays. Discussion focused again on flag lots and why they are restricted in the current Resolution. Ms. Sheets will review old records to try to determine when the prohibition was enacted and the rationale. The members suggested it might have been a strategy to limit density. The group also discussed land uses, road access, the expectation that sidewalks will be required, EPA approved water lines, septic systems and costs related to property development and maintenance. East of the railroad tracks the expectation would be for less aggressive requirements.

Chair Vanderhoff has already begun work using the Harlem Township Mixed Use Overlay language as a template to adapt to Brown Township needs. Mr. Heydinger suggested also looking at Liberty Township approaches. Mr. Capwell directed members to review this work (available in the BTZC Google Drive folders) for the next meeting and suggested either commenting in the folders or bringing notes. The members will continue discussion at the next meeting.

Adjournment

Mr. Creedon moved to adjourn the meeting and Mr. Bean seconded. Motion passed and Mr. Capwell adjourned the meeting at 8:15 pm.

Vickie Sheets

Vickie Sheets

Brown Township Zoning Secretary

Ian Capwell

BTZC Member

Ian Capwell