

# Greenfield Township Zoning Commission

## Meeting Minutes

Tuesday, January 14, 2025

- **Call to Order**

The Meeting was called to order by Jeff Zech, Chair, at 6:12 p.m. on January 14, 2025, at the Greenfield Township Firehouse Meeting Room. The Pledge of Allegiance was recited at the opening of the Meeting.

- **Roll Call**

The Chair requested a roll call of the Commission:

Jeff Zech, Chair  
Patrick Callahan, Vice-Chair  
June Queen, Secretary  
Jack Barr  
David DeLong  
Kim Wickham, Alternate – not present

Jeff Williamsen, Greenfield Township Zoning Inspector

Guests: Alyson Cupp, Dawn Wyne

June Queen informed guests to sign in and indicate if desire to speak.

Jeff Zech requested Commission review of the Minutes of the previous Meeting held on December 10, 2024. There were no revisions or corrections. Jack Barr made a Motion to approve the Minutes. Patrick Callahan seconded the Motion. Vote was taken: Patrick Callahan, yes; June Queen - abstained due to absence; Jeff Zech, yes; Jack Barr, yes; David DeLong, yes. Minutes approved.

- **Old Business:**

*Uplands Townhouses PUD Proposal*

Jeff Zech opening the meeting to discuss townhouse project proposal, The Uplands. Jeff Williamsen confirmed this has met Regional Planning Commission (RPC) approval, and the Zoning Commission may now move forward to set a Public Hearing.

### Uplands Discussion Points:

- Jack Barr whether there will be environmental oversight due boarding natural wetlands. Jeff Williamsen stated he was uncertain, however there would be close monitoring.
- Patrick Callahan stated the property has water and sewer access.
- Jeff Williamsen stated part of the development plan includes bunker and grade for the flood plain and prevention of erosion.
- Jeff Williamsen confirmed that Water Conservation is good with the development plan, however the plan must be followed, accordingly. The report goes to Fairfield County who is responsible for inspections. Greenfield Township is responsible for oversight of the PUD. If changes are made, the developer must come back to Zoning for review. The wetlands make up a smaller portion of this project. There is the 100-year flood plain. The parking lot backs up to the flood plain. Jeff Williamsen stated there will most likely be an inspection of the flood plain area.
- Patrick Callahan stated it appears that the townhouses would be fine and has the correct zoning.
- June Queen asked if there has been community feedback about this proposed project. Jeff Williamsen stated there was concern voiced about the townhouse terraces spoiling the view. He commented that most of the surrounding properties are businesses. He stated there has not been feedback from the local school district. Jeff Zech mentioned that Bloom-Carroll Superintendent, Shawn Haughn, attended a public hearing a couple of years ago about a different townhouse proposal, however that project was much larger than this current proposal. Jeff Williamsen stated he would reach out to Superintendent Haughn,
- Jeff Williamsen reports he has requested the developer to come well prepared to present and answer questions for the public hearing.
- David DeLong stated that development site was the general area of the former Camp Coonpath, and this the wetlands was not created due to Lancaster Bypass construction. David DeLong believed that the wetlands area is natural and protected. June Queen agreed.

Guests in attendance were asked if questions or concerns about this proposed townhouse development. There were none voiced.

Patrick Callahan made a Motion to set a Public Hearing date for Tuesday, January 28<sup>th</sup> at 6:00 pm. for presentation and discussion of The Uplands townhouse development proposal. June Queen seconded the Motion. Vote was taken: Patrick Callahan, Yes; June Queen, Yes; Jeff Zech, Yes; Jack Barr, Yes; David DeLong, Yes. Motion approved.

Jeff Williamsen stated he will proceed to schedule the Public Hearing and post the required public notices. He stated Dave Cotner, Trustee, will post public notice signage at the proposed development site.

Patrick Callahan suggested police offer presence at the Public Hearing. Jeff Zech and June Queen agreed this would be a wise decision. Jeff Williamsen stated he will request a police officer.

Jeff Williamsen stated he will reserve both the Greenfield Township Fire Department Meeting Room, as well as the firehouse garage/bay in case of increased community attendance.

### *Regional Planning's Model Zoning Code*

Jack Barr asked about the upcoming meeting with Regional Planning to review their model zoning code. Jeff to send the document link to Commission members. Jeff Williamsen stated this type of review and discussion meeting requires a 24-hour notice.

### *Zoning Commission Document Updates*

Patrick Callahan added the updated *Rules of Procedures* document as an Appendix to the updated Zoning Code Book - Table of Contents. This will be done as soon as the R-1 acreage size zone change increase is added to the Code.

Patrick Callahan asked June Queen to provide a final copy of the *Rules of Procedure* document, which was recently approved by the Trustees. June Queen stated she will provide via e-mail attachment.

Patrick Callahan reported he is working on adding hyperlinks (searchable) to the updated Zoning Code Book - Table of Contents, available on the Greenfield Township website. He conducted a test trial of the hyperlinks and reported this worked well. This will provide ease of search within the Code book.

- **Zoning Inspector Updates:**

Jeff Williamsen informed that The Uplands property owner is interested in rezoning two parcels on Old Columbus Road (where it comes out onto Columbus-Lancaster Road/SR 33), specifically the corner lot on the south side of the road. He is currently building a permitted addition. The property owner wants to rezone two adjacent lots to Industrial (I). Jeff Williamsen suggested to the developer that he rezone as Highway Business (HB), which would better serve the developer's plan to potentially construct small business buildings.

Jeff Williamsen stated there have been concerns brought to his attention about accessory structures being used as residential housing, and that the Code should be clear. Patrick Callahan stated that this is addressed in the Code under Accessory Structures. Patrick Callahan added that he previously contacted the Fairfield County Health Department who will not permit septic in those instances.

- **New Business**

*Zoning Commission Annual Election of Officers*

Jeff Zech informed the Commission that it is time for annual election of officers.

June Queen nominated Jeff Zech as Chair Jack Barr seconded the nomination. Vote was taken: Patrick Callahan, Yes; June Queen, Yes; Jeff Zech, Abstained; Jack Barr, Yes; David DeLong, Yes. Nomination approved.

Jeff Zech nominated Patrick Callahan as Vice-Chair. June Queen seconded the nomination. Vote was taken: Patrick Callahan, Abstained; June Queen, Yes; Jeff Zech, Yes; Jack Barr, Yes; David DeLong, Yes. Nomination approved.

Jeff Zech nominated June Queen as Secretary. Jack Barr seconded the nomination. Vote was taken: Patrick Callahan, Yes; June Queen, Abstained; Jeff Zech, Yes; Jack Barr, Yes; David DeLong, Yes. Nomination approved.

- **Next Meeting**

The next Regular Meeting is scheduled for Tuesday, February 11<sup>th</sup>, 6:00 pm at the Greenfield Township Fire House Meeting Room. Regular Meetings are slated for the second Tuesday of each month.

A Public Hearing is planned for Tuesday, January 28<sup>th</sup>, 6:00 pm, at the Greenfield Township Fire House Meeting Room. The Hearing will be relocated to the firehouse garage/bay area as attendance warrants.

Jeff Zech asked guests for final questions, feedback, and need for further discussion. None voiced.

- **Adjournment**

Jack Barr made a Motion to adjourn the Meeting. Dave DeLong seconded the Motion. Vote was taken: Patrick Callahan, Yes; June Queen, Yes; Jeff Zech, Yes; Jack Barr, Yes; David DeLong, Yes. Motion approved.

The meeting was adjourned at 6:42 pm.

Respectfully Submitted, June Queen – Commission Secretary

February 11, 2025 – Minutes Approved