

Alex Furst, Chair
Keith Benner, Vice-Chair
Teresa Alabi
Amy Barnhart
Norman Brusk
Toni Kleckley
Anita Ward

**Planning & Zoning
Board**

7232 East Main Street
Reynoldsburg, OH 43068
www.reynoldsburg.gov

Eric Meyer, Development Director
Melissa Butler, Administrative
Assistant

Thursday, December 18, 2025

6:00 PM

Council Chambers

A. CALL TO ORDER

1. ROLL CALL
2. APPROVAL OF MINUTES
 1. Planning & Zoning Board - Regular Meeting - 12/04/2025
3. APPROVAL OF AGENDA
4. SWEARING IN OF SPEAKERS

B. PUBLIC COMMENT

C. UNFINISHED BUSINESS

D. NEW BUSINESS

1. App# 2025 - 0620; 7480 E. Main Street; Krishna Dahal for Comfort Health Care Agency; Certificate of Appropriateness
2. App# 2025 - 0610; 1314 Brice Road; Aisha Abdulle for Happy Hearts Learning Academy; Conditional Use

E. OTHER BUSINESS

1. Application # 2025-0091; 2213 Belltree Drive; Danielle Kamgang for Danny Residence Care; Notice of Revocation of Conditional Use
2. Planning and Zoning Board Members

F. ADJOURNMENT

ADJOURNMENT



**MINUTES REGULAR MEETING
REYNOLDSBURG PLANNING & ZONING BOARD
December 4, 2025**

CALL TO ORDER

ROLL CALL

PRESENT: Alabi, Benner, Brusk, Kleckley, Ward, Furst
ABSENT: Barnhart

APPROVAL OF MINUTES

Planning & Zoning Board - Regular Meeting - 11/06/2025

Minutes approved as submitted.

Planning & Zoning Board - Regular Meeting - 11/20/2025

Minutes approved as submitted.

APPROVAL OF AGENDA

Agenda stands approved.

SWEARING IN OF SPEAKERS

Speakers were sworn in by Mr. Furst.

PUBLIC COMMENT

None.

UNFINISHED BUSINESS

NEW BUSINESS

App# 2025 - 0598; 8295 Taylor Road SW; Shawna Davis for Early Start Learning Academy, LLC; Conditional Use

Ms. Buathier read the staff report into the record.

Mr. Furst invited the applicant to the podium to speak.

The applicant, Shawna Davis, explained that they are applying to be a licensed child care center at this location, and they are excited to be apart of Reynoldsburg's community and the opportunity to have children and family served with high quality care.

Mr. Furst asked Ms. Davis if she had any objections to staff's condition regarding the number of staff.

Ms. Davis said no.

Mr. Furst opened the floor to the board for questions and comments.

Mr Furst: Seeing how the applicant has signaled that they are supportive of the staff's recommendation, I so move for approval with staff's recommendation as listed in their report. Do I have a second?

Mr. Brusk: Second.

RESULT:	7-0
MOVER:	Furst
SECONDER:	Brusk
AYES:	Ward, Kleckley, Benner, Barnhart, Alabi, Brusk, Furst

App# 2025-0563; 166 Cady Court; James Knox of Suncraft Corporation, Inc. for Richard and Katherine Verhoeven; Variance

Ms. Buathier read the staff report into the record.

Mr. Furst invited the applicant to the podium to speak.

The applicant, Jeff Borovetz from Suncraft, explains that the lot's unusual shape and required 30-foot front setback push the house farther back, resulting in a smaller rear yard than neighboring properties. He argues this creates a hardship and notes that several homes across the street, within the same zoning district, already have roofed rear-yard structures close to their property lines. Because of this, he questions how approving this variance would set a precedent when similar additions already exist nearby.

The homeowner, Richard Verhoeven, explains that when the deck project began in July, his 96-year-old mother was still alive, and they wanted a level, step-free deck to accommodate her mobility. He notes they are not extending farther back than the original concrete patio. He also shares that he has lived in the home for 30 years, spoken with all his neighbors, who support the project, and plans to remain there long-term. While the deck is more of a want than a strict necessity, it

improves accessibility and provides a space for family gatherings and relaxation.

Ms. Kleckley asked if they had brought any other designs with them.

Mr. Borovetz explained that the porch must be located where the back door and family room are, since the other side of the house contains bedrooms and is not suitable for a deck or porch. Due to the lot shape and rear setback line, shifting the structure left or right would not reduce the encroachment. A freestanding deck without a roof would not require a variance and could be built much larger, but the homeowners want a covered porch for weather protection. The only alternative would be reducing the porch roof by about four feet, but that would make it too small to be functional. He argues that the house's placement, pushed far back into the lot by the curved street and 30-foot build line, creates the hardship, and the requested 12×14 porch is modest. He also maintains that approving the variance would not set a precedent because other nearby homes already have rear structures close to their property lines.

Mr. Furst stated that the properties Mr. Borovetz is mentioning are grandfathered in since the code was rewritten a few years ago, and that Mr. Verhoeven's property is subject to the current code. He stated that the board is limited to evaluating variance requests based on specific factors outlined in the city code. After reviewing the application, he currently agrees with staff's recommendation to deny the variance. However, he suggests the applicants could request to table the case and return with a more thorough presentation addressing each variance factor, especially the hardship criterion. He cautions that if the board denies the variance now, the applicants cannot reapply for a year. He emphasizes that the board prefers finding workable solutions rather than issuing denials and wants to give the applicants their best chance.

Mr. Borovetz asked if there is someone that could help them prepare an answer that would satisfy the requirement.

Mr. Benner explained that this is law passed by city council and that they will need their own legal advice as far as interpreting the law and coming up with something to prove their point. He stated this is not something they can help them with.

Mr. Borovetz asked whether the homeowners' ability to reasonably enjoy their property, specifically by having a covered porch like their neighbors, should be considered part of the hardship. He argues that the proposed location is the only viable spot on the home for such a structure and suggests that this limitation supports their case for a variance. He asks if that is proof of hardship.

Mr. Benner stated it is not and that anything already in the neighborhood was held

to standards of a different code at a different time. He stated law change, and that city council changed the law.

Mr. Borovetz asked whether the setback requirement changed citywide and, if so, argues that the hardship stems from the fact that this subdivision was designed before the current, larger rear-yard setback was adopted. Because the lot's shape and size were planned under different rules, he contends the updated setback standard now creates a constraint that makes building a covered porch difficult.

Mr. Benner responded that the applicant's precedent argument is not persuasive because many Reynoldsburg properties were built under older standards, yet the board must apply the zoning law as it exists today. The board cannot reinterpret or change the law, only evaluate whether the variance request meets all required criteria. If the applicants satisfy those findings, the variance can be approved; if not, the board is obligated to deny it.

Ms. Barnhart added that the property is already fully usable for its intended zoning purpose, single-family residential, so wanting a back porch is a preference, not a hardship under the code. She notes that while the desired porch size may be more appealing, a smaller version could be built within the setback without needing a variance.

Mr. Verhoeven acknowledged that the situation may not meet the legal definition of a hardship but explains his reasoning for wanting the porch. The existing patio was the same size as the proposed porch, and he is not trying to expand the footprint, only add a roof. He notes the project was originally intended to benefit his late mother and that, as he approaches age 70, he may eventually need wheelchair access and would like a covered outdoor space. He emphasizes long-term residency, good relationships with neighbors, and their support. He also asks when the setback law was changed.

Ms. Barnhart answered that the code has changed several times in the thirty years that Mr. Verhoeven has lived there.

Mr. Verhoeven stated that when he originally moved into the neighborhood, he followed all HOA rules, including restrictions like no fences. Over time, he's seen neighbors add fences and plastic structures without issue. He reiterates that he simply wants to put a roof over his existing patio to improve his long-term enjoyment of the home, where he has lived for decades and plans to stay. While he acknowledges it may not qualify as a legal hardship, he hopes for the city's support so he can make a modest improvement to his property.

Mr. Furst stated that he thinks the issue is the roof, and if the roof is removed then

they wouldn't need a variance.

Ms. Buathier clarified that the deck is also attached to the house so it has to meet all building setbacks.

Ms. Borovetz asked if the porch is not attached and is freestanding then it would be okay.

Ms. Buathier said that staff would have to review the application, but it would be held to accessory structure standards.

Mr. Borovetz clarified that he was told a porch of the same size would be permissible without a variance if it were freestanding and not attached to the house.

Ms. Buathier responds that the 14×14 deck qualifies as a freestanding accessory structure and therefore follows different setback rules. However, the covered porch is attached to the home, so it must meet the primary structure's setback requirements.

Mr. Borovetz confirmed that this understanding, freestanding vs. attached determining whether a variance is needed, is what he was trying to verify.

Mr. Benner reiterated that the applicants may want to table the request to explore alternative solutions, such as designing a freestanding structure that meets code. If they choose to move forward tonight and the board denies the variance, they will be unable to reapply for a full year.

Mr. Borovetz asked to table it to the January 15th meeting.

Mr. Furst: Hearing that the applicant would like to table this application until January 15th, I so move.

Mr. Benner: Second.

RESULT:	7-0
MOVER:	Furst
SECONDER:	Benner
AYES:	Alabi, Barnhart, Brusk, Kleckley, Ward, Benner, Furst

Mr. Furst: I move that the public hearing for this application remain open until January 15th.

Ms. Barnhart: Second.

RESULT: 7-0
MOVER: Furst
SECONDER: Barnhart
AYES: Ward, Kleckley, Brusk, Benner, Alabi, Barnhart, Furst

OTHER BUSINESS

ADJOURNMENT

Planning and Zoning Administrator

Chairman

December 4, 2025

Planning and Zoning Board
City of Reynoldsburg
7232 E. Main Street
Reynoldsburg, OH 43068

RE: Krishna Dahal for Comfort Health Care Agency; 7480 E. Main Street: Certificate of Appropriateness for Signage

Planning and Zoning Board:

Below is the staff review of the above reference Certificate of Appropriateness Application.

1. Project Summary

- a. **Site Summary:** The subject site is located at 7480 E. Main Street. The 0.31-acre site, addressed 7480 E. Main Street, and is in the ORD-C, Olde Reynoldsburg District. The applicant is requesting a sign reface for a double-sided monument sign outside of the building.
- b. **Surrounding Zoning:** The surrounding zoning consists of ORD-C, Olde Reynoldsburg Commercial District to the north, west, south and east of the site. The surrounding land uses consist of warehousing to the north, a vacant lot to the west, retail – small format to the east, and religious assembly to the south.
- c. **Applicant's Request:** The proposed project involves a sign reface for a double-sided monument sign. The reface will be a 2 foot by 5 foot, non-illuminated, vinyl panel on each side of the monument sign.
- d. **Comprehensive Plan:** The 2018 Comprehensive Plan, upon which the current zoning code is based, recommends the Olde Reynoldsburg Commercial District “Strengthen the historic character of the district, by the preservation and reuse of historically significant structures.” The Comprehensive Plan also identifies the importance of walkability throughout this area and bringing in different types of business and land uses to strengthen the identity of the city.

2. Project Review

- a. The site and building are located in the ORD-C, which requires a Certificate of Appropriateness to be issued, “prior to commencing new construction or any remodeling, reconstruction, or other exterior building modifications of non-residential structures located within the Olde Reynoldsburg District(s)” The sign must also comply with Section 1105.03.C.ii, Signs for the ORD-C.
- b. The application appears to meet the following criterial established in Section 1109.19, Certificate of Appropriateness – Olde Reynoldsburg Districts:
 - i. Enhances the attractiveness and desirability of the district.
 - ii. Encourages the orderly and harmonious development in a manner in keeping with the overall character of the district.
 - iii. Improves residential amenities and any adjoining residential neighborhood.
 - iv. Enhances and protects the public and private investment in the value of all

- land and improvements within the district.
- v. Satisfies the applicable guidelines set forth under Chapter 1103; and
 - vi. Overall effects of the project or development on the appearance and environment of the district.
- c. Section 1105.03.F states:
- i. Nonconforming Signs.
 - 1. An existing sign that does not meet the requirements of this chapter shall be deemed a nonconforming sign.
 - 2. A nonconforming sign shall exist and be maintained in accordance with the following:
 - a. The size and shape of the sign structure shall not be altered, except that sign face panels may be replaced.
 - b. If damage occurs to a sign to the extent of sixty percent (60%) or more of either the structure or its replacement cost at the time of destruction, the sign shall be brought into compliance with the provisions of this Zoning Code.
 - 3. A nonconforming sign shall not be structurally relocated or replaced, unless the new sign is in compliance with this chapter.
 - a. The proposed wall sign reface appears to meet all Zoning Code requirements.

3. Recommendation

- a. The proposed monument sign face replacement meets the requirements of the Olde Reynoldsburg Commercial District for sign face replacements, along with meeting the 2019 Comprehensive Sign Plan. Based on these reasons, staff recommends approval of the Certificate of Appropriateness for the monument sign face replacement with the following condition:
 - i. That per Section 1105.03.E.ix.1, the applicant also clean and repaint the existing monument sign posts white, to maintain proper maintenance of the legal non-conforming monument sign.
 - ii. That the applicant complete and notify staff within 6 months of Certificate of Appropriateness approval, when the sign maintenance has been completed for staff to check and verify.

*All submissions must include a physical and digital copy. The digital portion of the application can be submitted to the Building Department at: permit@reynoldsburg.gov

App./Case#: 2025-620
 Date Submitted: 11/19/25
 Fee Amount: 75
 Paid: \$75 CC

RECEIVED
 NOV 19 2025
 REYNOLDSBURG BUILDING DEPT

*Please know that an application will not be processed until payment has been received.

PLANNING AND ZONING BOARD CERTIFICATE OF APPROPRIATENESS

7480 E Main St, Reynoldsburg, OH 43068	
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John Fishner	
	(614) 204-2203

Comfort Health Care Agency	Krishna Dahal
krishna@comforthca.com	(216) 562-9450

Comfort Health Care Agency - Krishna Dahal	7480 E Main St, Reynoldsburg, OH 43068
(216) 562-9450	krishna@comforthca.com

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Owner's Consent Attached.
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Floor-mounted double sided signboard. Refacing an old double sided business sign by replacing the face and graphics, while keeping the existing structure.

Sign Material: Vinyl

Krishna 11/18/2025

****OFFICE USE ONLY****

Additional Notes:

Zoning Information
 Zoning District: _____

Olde Reynoldsburg District

Additional Approval Required

PZB

Meeting Date: _____

Meeting Results	
<input type="checkbox"/> Approved as Submitted	<input type="checkbox"/> Tabled
<input type="checkbox"/> Approved w/ Conditions	<input type="checkbox"/> Denied

P&Z Admin.: _____ Date: _____

Submission Requirements

CERTIFICATE OF APPROPRIATENESS

I. General Requirements

- A. All applications for a certificate of appropriateness shall be received fourteen (14) days prior to the next meeting.
- B. All exhibits required for the permanent file (noted in the following paragraphs) must be folded into an 8 ½ x 11 sized paper. However, larger mounting boards, material samples, or other exhibits not meeting these criteria may be used for Planning and Zoning Board presentation.
- C. Eleven (11) sets of physical plans and One (1) electronic set of plans should be submitted to the Board through the Planning & Zoning Administrator.
- D. An adequate number of photographs are required to illustrate the site, including buildings and other existing features as well as adjacent properties.

II. Building Construction, Exterior Remodeling, and Additions Submittal Requirements

- A. A site plan is required containing the following information:
 1. scale and north arrow
 2. project name and site address
 3. all property and street pavement lines
 4. existing and proposed contours
 5. gross area of tract stated in square feet
- B. Complete elevations are required containing the following information:
 1. scale
 2. all signs to be shown on the elevation
 3. changes in ground elevation
 4. type, color, and texture of all primary materials to be used;
 5. fenestration, doorways, and all other projecting and receding elements
- C. Material samples (required for all exterior materials)

III. Free-standing Ground Sign Submittal Requirements

- A. A site plan is required containing the following information:
 1. scale and north arrow;
 2. address of the site;
 3. all property and street pavement lines;
 4. proposed ingress and egress, including on-site parking areas, parking stalls, and adjacent streets;
 5. location and height of all existing and proposed signs on the site, showing required setbacks
- B. Material samples are required for components

IV. Wall Sign Submittal Requirements

- A. A scaled drawing of each face of the proposed wall sign is required showing the following information;
 1. all size specifications, including the size of letters and graphics;
 2. description of sign and frame materials and colors;
- B. An elevation drawn to scale of the entire wall of the building to which the sign is to be fixed, correctly locating the sign.
- C. Material samples are required for all components.

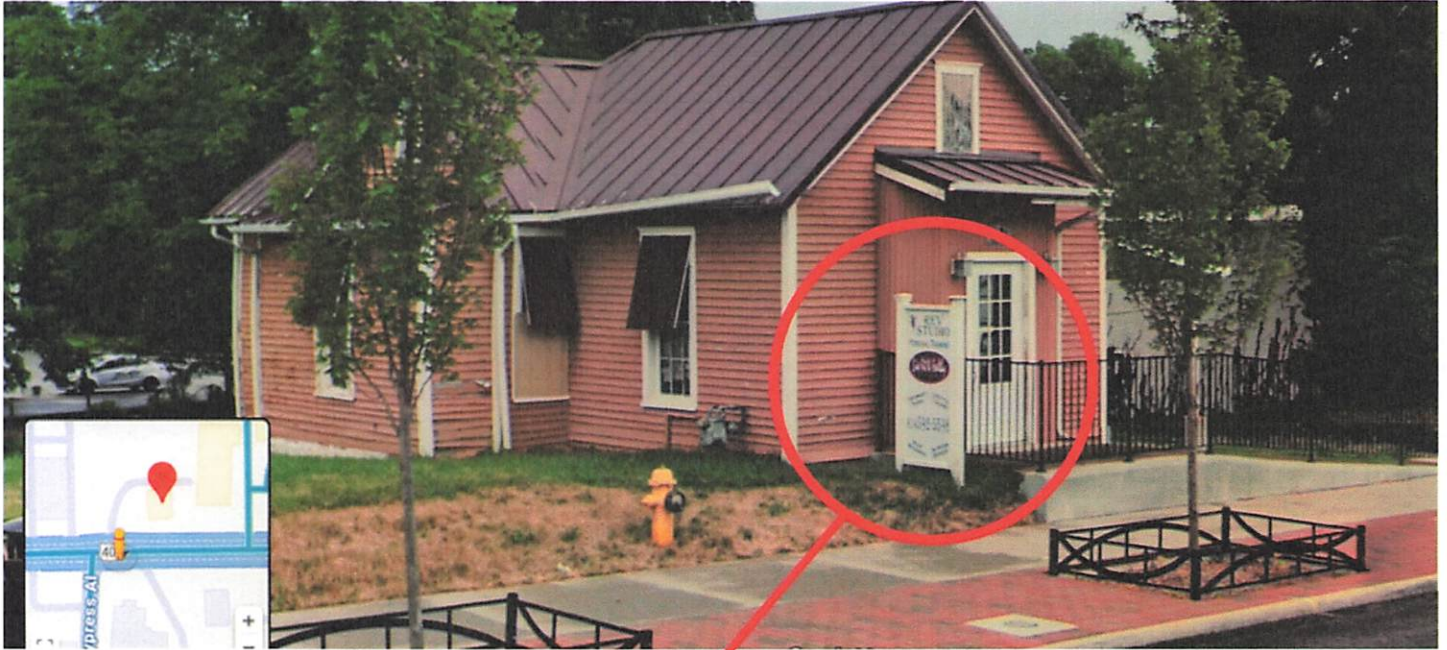
Along with a completed application form, please submit eleven (11) hardcopy packets of all required items. When any items in the packet exceed 11X17, please also submit a PDF or similar scan of the completed application and packet.

Section 1109.19

STANDARDS FOR REVIEW

All applications for a certificate of appropriateness shall be reviewed to determine if the proposed construction or alteration to an existing structure promotes, preserves and enhances the overall architectural character and integrity of the design review districts in which the structure is proposed to be located and that the proposed structure or alteration would not be at variance with existing structures. In evaluating the design for each new, renovated or expanded structure, the Planning and Zoning Board shall endeavor to assure that exterior appearance and environment of such buildings shall:

- (a) Enhance the attractiveness and desirability of the City.
- (b) Encourage orderly and harmonious design in a manner keeping with the overall architectural character of the districts.
- (c) Preserve distinctive stylistic features, historic features or examples of skilled craftsmanship which characterize a building.
- (d) Comply with the purpose and intent of any specific design guidelines adopted by the Planning and Zoning Board or City Council.



Old Business Sign



New Business Sign Design



Refacing an old double sided business sign by replacing the face and graphics, while keeping the existing structure.

December 9th, 2025

Planning and Zoning Board
City of Reynoldsburg
7232 E. Main Street
Reynoldsburg, OH 43068

RE: Happy Hearts Learning Academy, LLC; 1314 Brice Road: Conditional Use Application

Planning and Zoning Board:

Below is the staff review of the above referenced Conditional Use Application.

1. Project Summary

- a. **Site Summary:** The subject site is addressed 1314 Brice Road, parcel ID number 060-001152. The parcel is 1.12 acres with a large building that is divided into multiple tenant spaces at a total of 37,030 square feet in size. The subject site was previously used as a Child Day Care - Center. The subject site is zoned BMD, Brice and Main District.
- b. **Surrounding Zoning:** The surrounding zoning of the subject site consists of BMD – Brice and Main District to the North, East, South, and West. The surrounding land uses consist of Dwelling - Multi-Unit Building Complex to the east, Library to the south, currently vacant land under construction to the north, and Personal Care and Beauty Services and Financial Services and Banking to the west.
- c. **Applicant's Request:** The applicant is requesting to use the subject tenant space use for a Child Day Care Center, which is a conditional use for the BMD, Brice and Main zoning district.
 - i. A Child Day Care - Center is defined as “Any place operated by a person, society, agency, corporation, institution, or any other group that is licensed by the state of Ohio wherein twelve (12) or more children under 17 years of age who are not related to the facility operator and whose parents or guardians are not residents in the same house and with such person, society, agency, corporation, or institution responsible for the control and care of children enrolled therein.”
 - ii. The applicant states that Happy Hearts Learning Academy anticipates having around 65-70 enrolled children and 7-8 staff.

1. **Comprehensive Plan:** The 2018 Comprehensive Plan, upon which the current zoning code is based, recommends for Brice and Main District “Attractive streetscapes and walkability should be emphasized to encourage pedestrian and transit activity along the corridors, and to create cohesive character amongst neighboring development. Sidewalk cafes, awnings, and landscaping are encouraged to help define the character of the development.” The Comprehensive Plan also recommends infill development on current vacant parcels as a priority.

2. Project Review

- a. **Conditional Use Standards (i-viii):** Conditional Uses are required to meet the

general standards found in Section 1109.13.D:

- i. The proposed use shall be in harmony with the existing or intended character of the zone or district and nearby affected zones and districts and shall not change the essential character of the zones and districts;
 1. The applicant states that Happy Hearts Learning Academy agrees that use shall be in harmony with the existing or intended character of the district and nearby affected districts and shall not change the essential character of the districts.
 2. Staff finds that the proposed use is in harmony with the existing character of the zone and will not change the essential character of the zone/district.
- ii. The proposed use shall not adversely affect the use of adjacent property;
 1. The applicant states that Happy Hearts Learning Academy agrees to not adversely affect the use of adjacent property.
 2. Staff finds that the proposed use will not adversely affect the use of adjacent properties.
- iii. The proposed use shall not adversely affect the health, safety, morals, or welfare of persons residing or working in the neighborhood;
 1. The applicant states that Happy Hearts Learning Academy agrees not to adversely affect the health, safety, morals or welfare of persons residing or working in the neighborhood.
 2. Staff finds that the proposed use will not adversely affect the health, safety, morals, or welfare of persons residing or working in the neighborhood.
- iv. The proposed use shall be served adequately by public facilities and services such as, but not limited to, roads, police and fire protection, storm water facilities, water, sanitary sewer, and schools;
 1. The applicant states that Happy Hearts Learning Academy agrees that use shall be served adequately by public facilities and services, such as, but not limited to, roads, police and fire protection, storm water facilities, water, sanitary sewer, and schools.
 2. Staff finds that the site is served adequately.
- v. The proposed use shall not impose a traffic impact upon the public right-of-way significantly different from that anticipated from permitted uses of the zone or district;
 1. The applicant states that Happy Hearts Learning Academy agrees that use shall not impose a traffic impact upon the public right-of-way significantly different from that anticipated from permitted uses of the district.
 2. Staff finds that that applicant will not impose a traffic impact upon the public right-of-way significantly different from the anticipated uses of the zoning district.
- vi. The proposed use shall be in accord with the general and specific objectives, and the purpose and intent of this Zoning Code and the Land Use Plan and any other plans and ordinances of the City;
 1. The applicant states that Happy Hearts Learning Academy agrees

- that the use shall be in accord with the general and specific objectives, and the purpose and intent of this Zoning Code and the Land Use Plan and any other plans and ordinances of the City.
2. Staff finds that the land use of Child Day Care - Center is a conditionally permitted land use and is in the general and specific objectives of the Zoning Code and Land Use Plan.
- vii. The proposed use complies with the applicable specific provisions and standards of this Code;
1. Childcare Centers are required to meet the general standards found in Section 1105.13.H:
 - i. No zoning permit or conditional use permit for a childcare center shall be issued for a lot that is within one hundred fifty feet (150FT) of any lot or parcel with an approved gasoline station use, or which is likely to generate noxious fumes or vapor.
 - a. The applicant states that Happy Hearts Learning Academy confirms there is no lot or parcel with an approved gasoline station use which is likely to generate noxious fumes or vapor within one hundred fifty feet of the childcare center.
 - b. Staff finds that the proposed Child Day Care Center is not within 150ft of any lot or parcel with an approved gasoline station use.
 - ii. All outdoor play areas shall meet the minimum requirements outlined by the State agency with oversight of childcare centers. No play area shall be located adjacent to a loading space, loading dock or other area where vehicles are likely to idle. No play area shall be constructed in a manner that allows children access to any electrical or telecommunications box/vault.
 - a. The applicant states that Happy Hearts Learning Academy confirms all outdoor play areas shall meet the minimum requirements outlined by the State agency with oversight of childcare centers. No play area shall be located adjacent to a loading space, loading dock or other area where vehicles are likely to idle. No play area shall be constructed in a manner that allows children access to any electrical or telecommunications box/vault.
 - b. Staff finds the proposed playground area is not located adjacent to a loading space, nor do they appear to allow children to access an electrical box.
 - iii. No childcare center shall be permitted to operate between the hours of 7:00 p.m. and 6:00 a.m. the following morning unless specifically approved by the Planning and Zoning Administrator or the Planning and Zoning Board.



- a. The applicant states that Happy Hearts Learning Academy agrees that no childcare center shall be permitted to operate between the hours of 7:00 p.m. and 6:00 a.m. the following morning unless specifically approved by the Planning and Zoning Administrator or the Planning and Zoning Board.
 - b. Staff finds that all requirements of Section 1105.13.H have been met.
- viii. The proposed use shall be found to meet the definition and intent of a use specifically listed as a conditional use in the zone or district in which the subject property is situated.
1. The applicant states that Happy Hearts Learning Academy agrees that use shall be found to meet the definition and intent of a use specifically listed as a special exception in the district in which it is proposed to be located, except as otherwise provided by this Zoning Code.
 2. Staff has determined that the intended land use of the site, is Child Day Care - Center. Based on the definition of Child Day Care - Center, which is found earlier in the staff report, the applicant meets this requirement.

3. Recommendation

- a. Due to the applicant meeting all required Conditional Use standards, along with the additional regulations in Section 1105.13.H, staff recommends approval of the Child Day Care –Center Conditional Use.

Reynoldsburg

Building/Zoning Department
7232 East Main Street
Reynoldsburg, Ohio 43068

All submissions must include a physical and digital copy. The digital portion of the application can be submitted to the Building Department at: permit@reynoldsburg.gov

App./Case#: 2025-0610
Date Submitted: 11/18/25
Fee Amount: \$ 450.00

*Please know that an application will not be processed until payment has been received.

PLANNING AND ZONING BOARD VARIANCE AND CONDITIONAL USE APPLICATION

Paid: CC

Property Address: <u>1314 Brice Rd Columbus, OH 43068</u>	Parcel ID#(s): <u>060-001152-00</u>
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I. PROPERTY OWNER OF RECORD

Property Owner Name(s): <u>Christian and Missionary Alliance</u>	Contact Phone Number: <u>380-208-6130</u>
Contact Email: <u>childs@cmalliance.org</u>	

II. BUSINESS/TENANT INFORMATION (IF APPLICABLE)

Business Name: <u>Happy Hearts Learning Academy</u>	Contact Name: <u>Aubree Conwell</u>
Contact Email: <u>happyheartslearningaca@gmail.com</u>	Contact Phone Number: <u>614-405-5271</u>
Description of Use: <u>Childcare Center</u>	

III. APPLICANT INFORMATION

Applicant Name: <u>Aisha Abdulle</u>	Applicant Address: <u>4701 Cadmus Dr. Columbus, OH 43068</u>
Applicant Phone Number: <u>614-679-7587</u>	Applicant Email: <u>happyheartslearningaca@gmail.com</u>
<input type="checkbox"/> Property Owner <input checked="" type="checkbox"/> Business Owner/Tenant <input type="checkbox"/> Contractor <input type="checkbox"/> Architect/Engineer <input type="checkbox"/> Owner's Consent Attached.	

PROJECT INFORMATION

CHECK AND DESCRIBE IF APPLICABLE: Variance Conditional Use Variance or Conditional Use Extension (\$50)
 Residential (single-family residential only)(\$200) Non-Residential (all residential except single-family residential)(\$450) Engineering Report (\$750 (min.))

Please review the attached checklist and note the items you are responsible for submitting with this application. All required items must be submitted to the Planning & Zoning Administrator.

Applicant Signature: Aisha Abdulle Date: 11/18/2025
By signing this application, I certify that I am the owner of the property or the owner's agent, and that the work is authorized with the full knowledge of the owner.

OFFICE USE ONLY

Additional Notes:

Zoning Information Additional Approval Required
Zoning District: _____ Major/Minor Site Plan
 Olde Reynoldsburg District Other: _____

PZB Meeting
Date: _____
 Approved as Submitted
 Approved w/ Conditions
 Tabled
 Denied

P&Z Administrator: _____ Date: _____

Section 1109.13

CONDITIONAL USES

Initiating a Conditional Use

A conditional use application shall be submitted to the Planning & Zoning Administrator at least twenty-one (21) days prior to the regularly scheduled meeting of the Planning and Zoning Board. The Board meets on the first and third Thursday of each month (except December).

The Board may determine that additional studies or expert advice are necessary to evaluate a proposed Special Exception relative to the requirements of the Code. See next page for more details.

Along with a completed application form, please submit eleven (11) hardcopy packets of all required items. Please also submit one (1) electronic copy, a PDF or similar scan of the completed application and packet.

What information must be provided with a Conditional Use? An application for a Conditional Use shall be submitted using the attached form and shall include the following:

- Description of the existing use of the lot and of adjacent lots
- A statement of the conditional use for which the application is submitted.
- The application shall also include a description of the activities proposed on the site, including the goods and services, hours of operation, anticipated number of employees, nature and volume of delivery activity, and other information which will enable the Board to understand the nature of the proposed use and its potential impacts;
- A plan of the proposed site and improvements showing the proposed location of all structures, parking and loading areas, streets and traffic accesses, open spaces, refuse and service areas, utilities, signs, yards, landscaping, and other relevant features;
- A narrative statement discussing the compatibility of the proposed use with the existing uses of adjacent lots including an evaluation of the effects on adjoining lots of such elements as traffic circulation, noise, glare, odor, fumes, vibration, and storm water, and any measures proposed to mitigate such effects;

- A narrative addressing each of the applicable criteria set forth in section 1109.13.D

Such other information as the Board deems necessary to make a determination of the compliance of the proposed use with the applicable standards and regulations may be required. Such additional information may include, but shall not be limited to:

- Traffic impact analysis;
- Storm water impact analysis;
- Utility impact analysis.

How much will a Conditional Use cost?

The fee for a Conditional Use is two hundred dollars (\$200) for a residential conditional use, and four hundred and fifty dollars (\$450) for all other conditional requests.

What is the time frame for review of a Conditional Use Permit?

An application for a Conditional Use Permit will take approximately one to two months. The Planning and Zoning Administrator will review the application and determine if it warrants public review. If it is determined it needs public review, the application will then be placed on the next Planning and Board Meeting.

Who may I call if I have questions?

Contact the Planning & Zoning Administrator at 614-322-6829.

OR Visit our website at: <http://www.reynoldsburg.gov>

Section 1109.13.D

STANDARDS FOR ALL CONDITIONAL USES

In review of a Conditional Use application, the Board shall consider whether the application is complete and whether it provides adequate evidence that the proposed special exception is consistent with the following standards:

- The proposed use shall be in harmony with the existing or intended character of the district and nearby affected districts and shall not change the essential character of the districts;
- The proposed use shall not adversely affect the use of adjacent property;
- The proposed use shall not adversely affect the health, safety, morals, or welfare of persons residing or working in the neighborhood;
- The proposed use shall be served adequately by public facilities and services such as, but not limited to, roads, police and fire protection, storm water facilities, water, sanitary sewer, and schools;
- The proposed use shall not impose a traffic impact upon the public right-of-way significantly different from that anticipated from permitted uses of the district;
- The proposed use shall be in accord with the general and specific objectives, and the purpose and intent of this Zoning Code and the Land Use Plan and any other plans and ordinances of the City;
- The proposed use complies with the applicable specific provisions and standards of this Code;
- The proposed use shall be found to meet the definition and intent of a use specifically listed as a special exception in the district in which it is proposed to be located, except as otherwise provided by this Zoning Code.

In approving a Conditional Use, the Planning and Zoning Administrator or the PZB may impose such conditions as deemed necessary to protect the public welfare, preserve the purpose and intent of the Code. Such conditions may include:

- Locations, setbacks, and configurations of structures and of uses of interior and exterior spaces;
- Screening comprised of landscaping, walls, fencing or other materials or construction;
- Access points and traffic management provisions, including those impacting vehicular and pedestrian access and the locations and design of parking facilities;
- Noise control measures, including those regulating loudspeakers or irregular vehicular or equipment noise;
- Other features of construction, including but not limited to paving and parking, signs, and landscaping;
- Hours and method of operation
- Maintenance of the site, structures, landscaping;
- Means of controlling glare, vibration, odors, dust, smoke, hazardous materials, refuse matter, water-carried waste, and storm water; and
- A time limit for operation of the use.

Standards for Conditional Use

Happy Hearts Learning Academy agrees that use shall be in harmony with the existing or intended character of the district and nearby affected districts and shall not change the essential character of the districts.

Happy Hearts Learning Academy agrees to not adversely affect the use of adjacent property.

Happy Hearts Learning Academy agrees not to adversely affect the health, safety, morals, or welfare of persons residing or working in the neighborhood.

Happy Hearts Learning Academy agrees that use shall be served adequately by public facilities and services such as, but not limited to, roads, police and fire protection, storm water facilities, water, sanitary sewer, and schools.

Happy Hearts Academy agrees that use shall not impose a traffic impact upon the public right-of-way significantly different from that anticipated from permitted uses of the district.

Happy Hearts Learning Academy agrees that use shall be in accord with the general and specific objectives, and the purpose and intent of this Zoning Code and the Land Use Plan and any other plans and ordinances of the City.

Happy Hearts Learning Academy agrees to comply with the applicable specific provisions and standards of this Code.

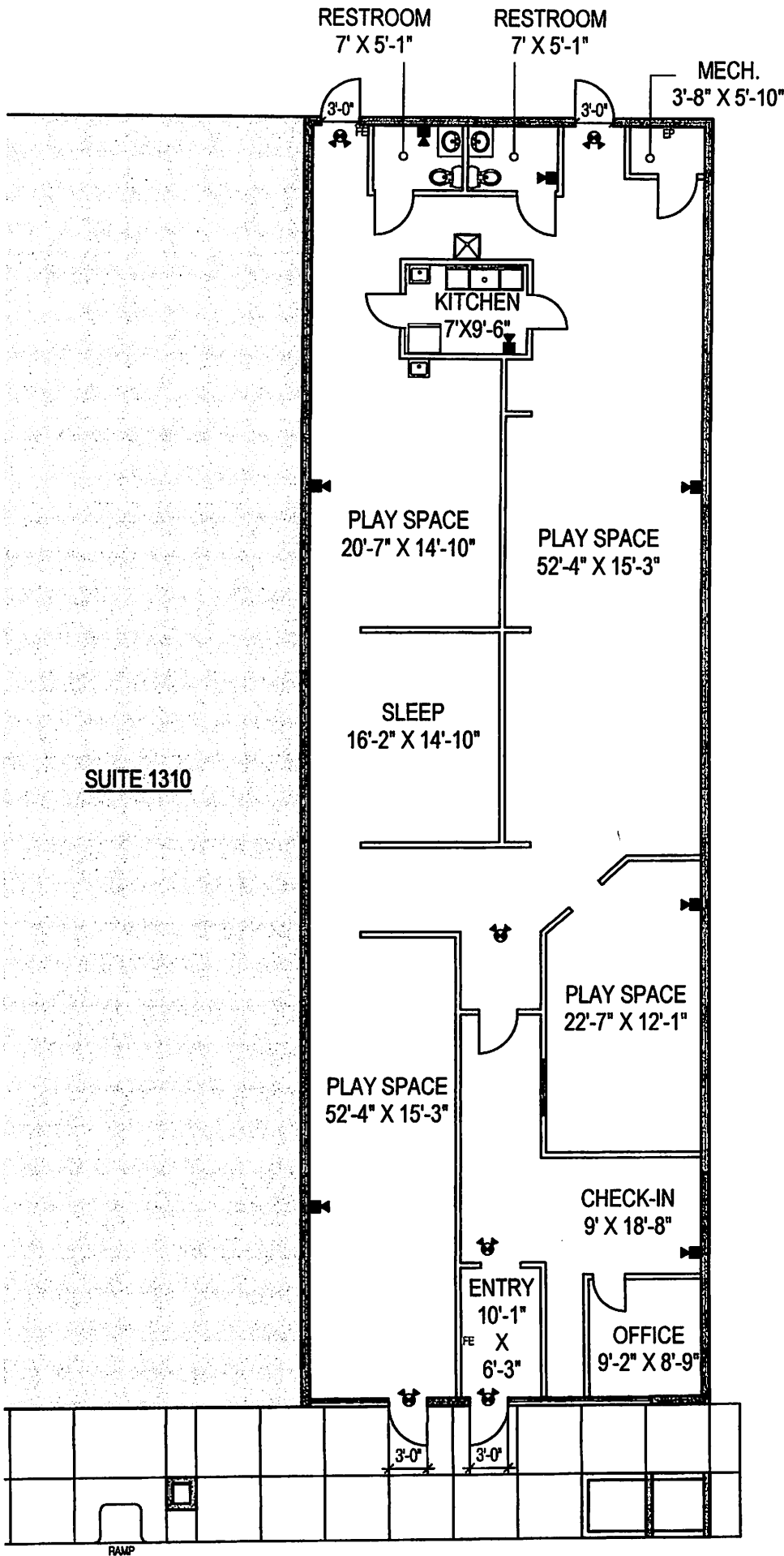
Happy Hearts Learning Academy agrees that use shall be found to meet the definition and intent of a use specifically listed as a special exception in the district in which it is proposed to be located, except as otherwise provided by this Zoning Code.

Child Day Care – Center, supplementary use conditions:

Happy Hearts Learning Center confirms there is no lot or parcel with an approved gasoline station use or which is likely to generate noxious fumes or vapor within one hundred fifty feet (150FT) of the childcare center.

Happy Hearts Learning Academy confirms that all outdoor play areas meet the minimum requirements outlined by the State agency with oversight of childcare centers. No play areas are located adjacent to a loading space, loading dock or other area where vehicles are likely to idle. No play areas are constructed in a manner that allows children access to any electrical or telecommunications box/vault.

Happy Hearts Agrees that no childcare center shall be permitted to operate between the hours of 7:00 p.m. and 6:00 a.m. the following morning unless specifically approved by the Planning and Zoning Administrator or the Planning and Zoning Board.



EXISTING FLOOR PLAN

1312-1314 BRICE RD.

N.T.S

OCCUPANT LOAD: 42 OCCUPANTS

NUMBER OF TOILET FIXTURES: 2

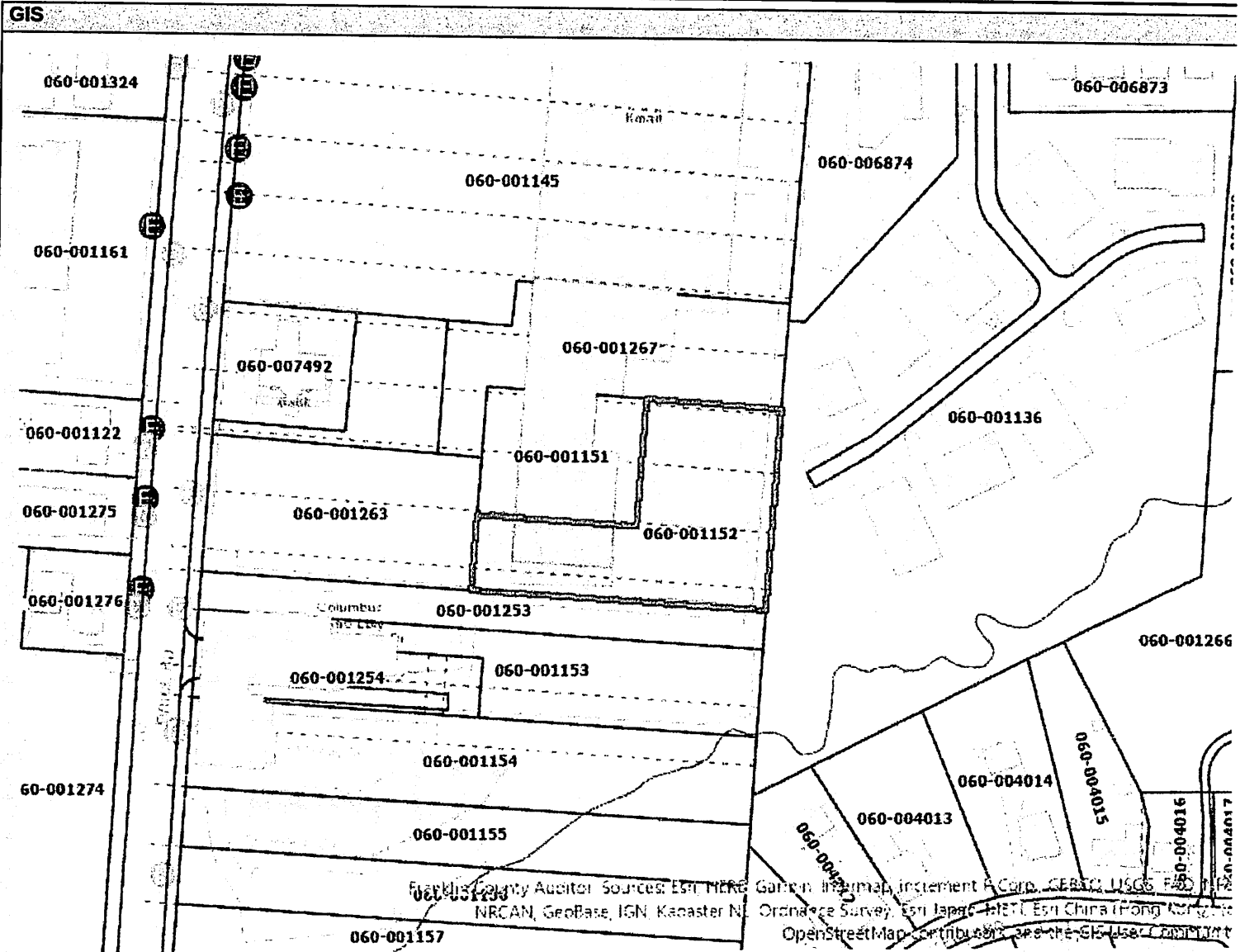
PREPARED BY: OHM ADVISORS



MAP(GIS)

Generated on 11/07/2025 at 12:00:14 PM

Parcel ID	Map Routing No	Owner	Location
06000115200	060-N073L-01200	CHRISTIAN & MISSIONARY ALLIANCE	BRICE RD



Disclaimer

This drawing is prepared for the real property inventory within this county. It is compiled from recorded deeds, survey plats, and other public records and data. Users of this drawing are notified that the public primary information source should be consulted for verification of the information contained on this drawing. The county and the mapping companies assume no legal responsibilities for the information contained on this drawing. Please notify the Franklin County GIS Division of any discrepancies.

The information on this web site is prepared for the real property inventory within this county. Users of this data are notified that the public primary information source should be consulted for verification of the information contained on this site. The county and vendors assume no legal responsibilities for the information contained on this site. Please notify the Franklin County Auditor's Real Estate Division of any discrepancies.



Reynoldsburg

Building/Zoning Department
7232 East Main Street
Reynoldsburg, Ohio

RECEIVED
NOV 12 2025

REYNOLDSBURG BUILDING DEPT

* All submissions must include a physical and digital copy. The digital portion of the application can be submitted to the Building Department at: permit@reynoldsburg.gov

App./Case#: 2025-599
Date Submitted: 11/2/25
Fee Amount: 150-

* Please know that an application will not be processed until payment has been received.

Paid: CC

ZONING CERTIFICATE APPLICATION

Property Address: 134 Brice Rd. Reynoldsburg, OH 43068	Parcel ID#(s): 060-001152
---	------------------------------

II. PROPERTY OWNER OF RECORD

Property Owner Name(s): Christian a Missionary Alliance	
Contact Email: childs@emalliance.org	Contact Phone Number: (380) 208-6130

III. BUSINESS/TENANT INFORMATION(IF APPLICABLE)

Business Name: Happy Hearts Learning Academy	Contact Name: Audree Conwell
Contact Email: happyheartslearningaca@gmail.com	Contact Phone Number: 614-405-5271

IV. APPLICANT APPLICATION

Applicant Name: Aisha Abdulle	Applicant Address: 4701 Cadmus Dr. Columbus, OH 43228
Applicant Phone Number: 614-679-7587	Applicant Email: happyheartslearningaca@gmail.com

Property Owner Business Owner/Tenant Contractor Architect/Engineer Owner's Consent Attached.

RESIDENTIAL (\$100 each)	NON-RESIDENTIAL (\$150 each)	Project Information (If Applicable)
CHECK IF APPLICABLE: <input type="checkbox"/> Swimming Pool <input type="checkbox"/> New Building (+\$50) <input type="checkbox"/> Patio <input type="checkbox"/> Building Modification <input type="checkbox"/> Deck <input type="checkbox"/> Home Occupation <input type="checkbox"/> Driveway Modification* <input type="checkbox"/> Accessory Structure <input type="checkbox"/> Shed <input type="checkbox"/> Fences (\$50) - All Districts	CHECK IF APPLICABLE: <input checked="" type="checkbox"/> New Business/Use <input type="checkbox"/> Accessory Structure <input type="checkbox"/> New Building <input type="checkbox"/> Building/Site Modification <input type="checkbox"/> Zoning Verification Letter (\$50)	Total Square Footage: _____ Est. Cost of Construction: _____ Est. Additional Employees: _____

Description of Project/Use:
Childcare Center

Applicant Signature: Audree Conwell Date: _____

*By signing this application, I certify that I am the owner of the property or the owner's agent, and that the work is authorized with the full knowledge of the owner. *

OFFICE USE ONLY

Additional Notes:

<u>Zoning Information</u>	<u>Additional Approval Required</u>	<u>Additional Requirements</u>
Zoning District: _____	<input type="checkbox"/> Planning and Zoning Board	<input checked="" type="checkbox"/> Building Permit
<input type="checkbox"/> Olde Reynoldsburg District		<input type="checkbox"/> PGU
		<input type="checkbox"/> Variance
		<input type="checkbox"/> Conditional Use Permit
		<input type="checkbox"/> Certificate of Appropriateness
P&Z Administrator: _____		Date: _____
Floodplain Administrator: <u>N/A</u>		Date: _____

Section 1109.09 ZONING CERTIFICATE REQUIREMENTS

No use of land, building or structure and no construction or alteration of an existing use, building or structure shall commence until a zoning certificate is issued by the Planning & Zoning Administrator certifying that the intended use of the premises has been documented, reviewed, and approved in conformance with the provisions of this Zoning Code. A zoning certificate shall only be issued by the Planning & Zoning Administrator subsequent to completion of all procedures and approvals required by this Code. No zoning certificate shall be issued to permit any use or construction contrary to the provisions of this Zoning Code, unless in compliance with a duly approved variance. Unless exempted by this Code, a zoning certificate shall be required before:

1. Locating, erecting, constructing, reconstructing, altering or moving any building/structure, including an accessory structure such as a sign or fence;
2. Occupying or using land or a building or changing the use of land or of a building in whole or in part for a different use;
3. Changing a nonconforming use to a different use of extending or expanding a nonconforming use or structure.
4. Where a non-conforming use has been discontinued, meaning that the structure containing the use has remained vacant, unoccupied, unused or has ceased the daily activities or operations which had occurred, for a period of 3 or more continuous months, the non-conforming use shall be permanently terminated. Please refer to Section 1107 for additional information on Non-Conformities.

ADDITIONAL MATERIALS CHECKLIST	
This application shall be accompanied by two (2) copies of plans to scale showing:	
1. The dimensions and shape of the lot to be built upon;	<input type="checkbox"/>
2. The sizes and locations of existing structures and uses on the lot	<input type="checkbox"/>
3. The size, dimensions and locations of proposed structures, including distances to all lot lines	<input type="checkbox"/>
4. The heights of existing and proposed structures	<input type="checkbox"/>
5. For new businesses/uses and home occupations: A letter detailing the proposed use hours of operation and number of projected staff members <ul style="list-style-type: none"> • Provide floor plan depicting percentage of sale item types (food, produce, clothing, merchandise, etc.) 	<input type="checkbox"/>
6. A digital submission of all applications and plans are required. Submit a digital copy on a flash drive or email copies to both permit@reynoldsburg.gov AND developmentdepartment@reynoldsburg.gov	<input type="checkbox"/>

***Modifications to Driveway Standards as of June 2023:**

- i. Driveways shall be located at least 3 feet away from the property line unless the driveway is extended into the nearest front private or public right of way

Section 1109.17

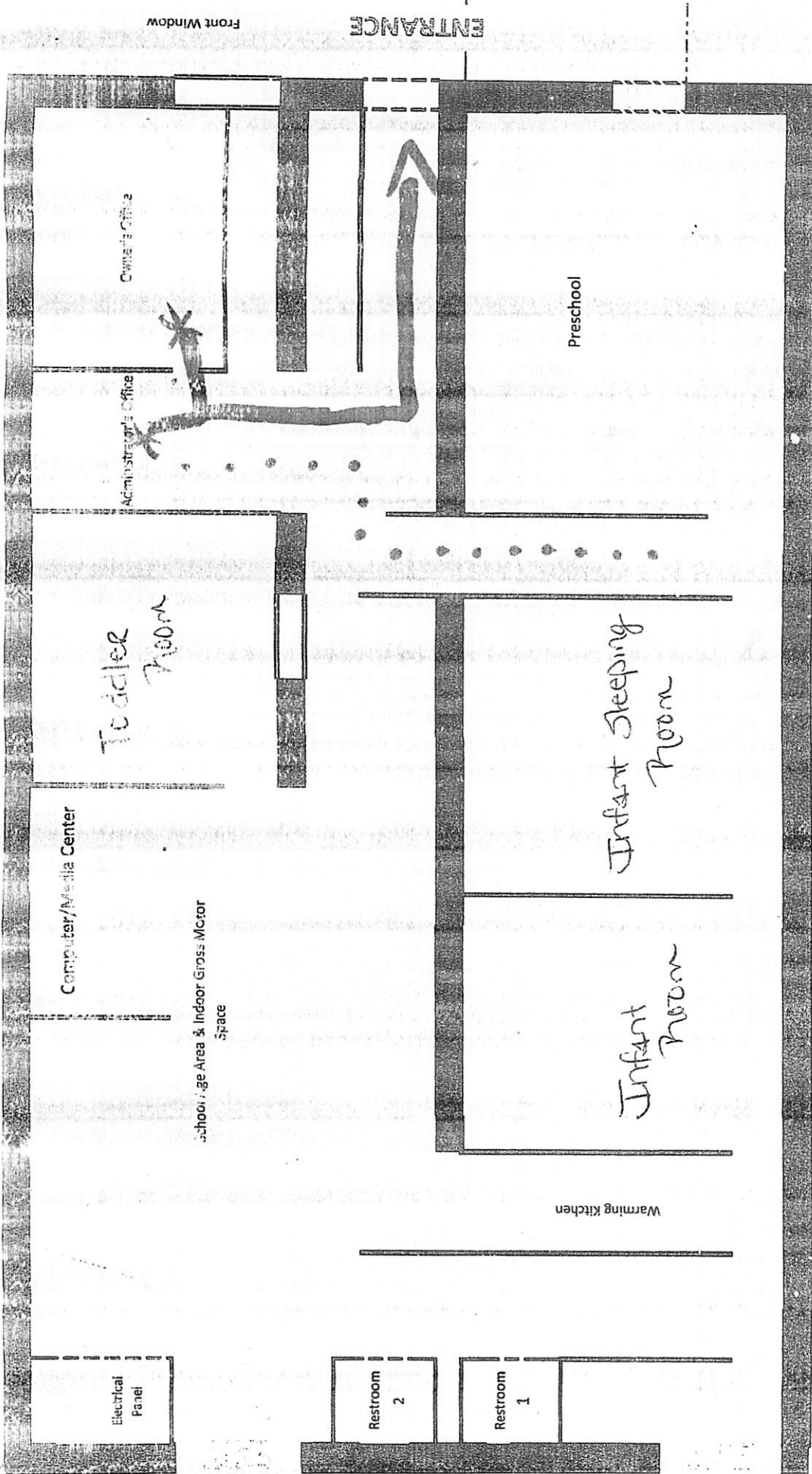
RESIDENTIAL SITE PLAN REQUIREMENTS

A residential site plan shall be required for a single-family dwelling, two-family dwellings, and multifamily dwelling units.

ADDITIONAL MATERIALS CHECKLIST	
This application shall be accompanied by two (2) copies of plans to scale showing:	
1. Surveyed dimensions and orientations of all lot lines, total area of the lot; seal and signature of the professional surveyor or engineer who prepared the drawing.	<input type="checkbox"/>
2. Identification of the subdivision, lot number, tax parcel number and address	<input type="checkbox"/>
3. Dimensions indicating compliance with all setbacks.	<input type="checkbox"/>
4. Locations of all streets, easements and existing proposed structures	<input type="checkbox"/>
5. Finished floor elevations for first floor, garage floor, basement; area of all floors	<input type="checkbox"/>
6. The location of proposed building and structures.	<input type="checkbox"/>
7. The location of existing water bodies, streams, drainage ditches, stands of trees and other pertinent features within one hundred fifty (150') feet of development.	<input type="checkbox"/>
8. Setbacks and building separations shall be noted in accordance with zoning requirements.	<input type="checkbox"/>
9. A landscape concept plan, including approximate location of all new landscape material and plantings, that addresses the applicable district requirements.	<input type="checkbox"/>
10. Such other information as the Planning & Zoning Administrator may require so as to carry out the full intent of the Zoning Code.	<input type="checkbox"/>
11. A digital submission of all applications and plans are required. Submit a digital copy on a flash drive or email copies to both permits@reynoldsburg.gov AND developmentdepartment@reynoldsburg.gov	<input type="checkbox"/>

Zoning Letter Details

- The building will be used as a childcare center.
- The hours of operation will be from 7am to 9pm.
- We are looking to have about 7-8 staff members and 65-70 children occupying the space.



Front Window

ENTRANCE

Admin's Office

Computer/Media Center

Toddler Room

Computer/Media Center

School Age Area & Indoor Gross Motor Space

Electrical Panel

Restroom 2

Restroom 1

Warming Kitchen

Infant Room

Infant Sleeping Room

Preschool

~~Handwritten scribbles and markings at the top of the page.~~

... We attend

— Free

December 11th, 2025

Danielle Kamgang
8034 Chesapeake Place NW
Pickerington, OH 43147

NOTICE OF REVOCATION OF CONDITIONAL USE

2213 Belltree Drive – Danny Residence Care

To whom it may concern,

This letter serves as an official notice that the City of Reynoldsburg Planning and Zoning Administrator has revoked Conditional Use Application No. 2025-0091 for a Dwelling – Group located at 2213 Belltree Drive, previously approved by the Planning and Zoning Board on April 17, 2025. In conjunction with this action, Zoning Certificate Application No. 2025-0025 authorizing the Dwelling – Group land use at 2213 Belltree Drive has also been revoked.

The Planning and Zoning Board approved the conditional use subject to specific conditions put in place by the board. The City's Code Enforcement team conducted an inspection of the property and, through subsequent communication with staff, it has been determined that the following conditions of approval have not been satisfied:

1. That the required license be obtained and provided to the City prior to the commencement of operation.
2. The site will be staffed 24 hours daily.

Under Zoning Code Section 1109.13(H)(iii), approval of a conditional use is void if the use is operated in a manner that violates any condition of approval. Further, Section 1109.13(J) states that whenever the Planning and Zoning Administrator determines that a conditional use is being operated in violation of its approved conditions, the permit and zoning certificate are considered revoked, and the permit holder must immediately discontinue operation of the use. In this case, the operation of a Dwelling – Group land use must discontinue operation of use.

Based on the findings described above, and in accordance with these provisions, the Conditional Use Permit for the subject property is revoked effective immediately. All activities authorized under the permit must cease at once. Any continued operation will constitute a zoning violation and may result in enforcement actions, including citations or legal proceedings.

Pursuant to Section 1109.13(J)(ii), you have the right to appeal this determination to the Planning and Zoning Board (PZB) by following the administrative appeal procedure outlined in the Zoning Code, stated below. Such appeal must be submitted in writing within 14 days after the day of the decision, notice or order and served upon the Planning and Zoning Administrator.

Section 1109.23(A) – Appeals states:

Any person directly affected by the decision of the Planning and Zoning Administrator or a notice order issued under this Zoning Code shall have the right to appeal to the PZB, provided that a written application for appeal is filed within fourteen (14) days after the day the decision, notice or order was served. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder have been incorrectly interpreted or the provisions of

this code do not fully apply.

The Zoning Code can be found on the City of Reynoldsburg Website: Reynoldsburg.gov. If you have any questions, please feel free to contact me at the below email address.



Phoenix Buathier
Planning and Zoning Administrator
City of Reynoldsburg
7232 E. Main Street
Reynoldsburg, OH 43068
Phone: 614-322-6829 | Fax: 614-322-6833
pbuathier@reynoldsburg.gov | Reynoldsburg.gov

Reynoldsburg Planning & Zoning Board
Record of Action
April 17, 2025

The Reynoldsburg Planning & Zoning Board took the following action at this meeting:

ITEM: Application #2025-0091; 2213 Belltree Drive; Danielle Kamgang for Danny Residence Care; Conditional Use Application: Dwelling - Group

ACTION: Motion was made by the Planning & Zoning Board to approve the requested conditional use of a Dwelling – Group with conditions. The motion to approve the conditional use for a Dwelling -Group with conditions was passed with a 4 to 1 vote, therefore the conditional use request is approved with the following conditions:

1. That the required license be obtained and provided to the City prior to the commencement of operation.
2. The site will be staffed 24 hours daily.
3. That no commercial activities be conducted on site.
4. That no more than 5 unrelated person be permitted to reside on premises, not including staff.
5. To exclude any potential residents with a history of violent crime, sexual predator, violent behavior, drug trafficking or robbery from being able to reside here.

NEXT STEPS:

The next steps the applicant should take in the process include:

1. The applicant will then need to apply for a New Build and a New Business/Use for each business on the site. The required application would be a “Zoning Certificate Application” found on the City’s webpage under Development Department.
2. Once the “Zoning Certificate Applications” are approved by Zoning, all building alteration applications and/or Certificate of Occupancy applications can be applied for and obtained through the Building Department. The required applications can be found on the City’s webpage under Building Department.
3. If you have any questions regarding the Building Department and their required permits, please reach out to the Building Department at 614-322-6802 or permit@reynoldsburg.gov.

Please contact the Zoning Department at 614-322-6850 if you need additional information or assistance.



Phoenix Buathier, Planning and Zoning Administrator
City of Reynoldsburg