

Minutes of Perrysburg Board of Zoning Appeals

Meeting Held March 9, 2026

CALL TO ORDER - 6:00 PM

Chairman Aaron Harder called the meeting to order at 6:00 p.m.

ROLL CALL

Board members present were Christine Castellano, Logan Geib, Aaron Harder, Mark Schrock, and Bill Williams (5). Mark Easterling, Deputy Planning & Zoning Administrator, was also present.

APPROVAL OF FEBRUARY 9, 2026 MEETING MINUTES

Mr. Harder moved to approve the February 9, 2026 meeting minutes as written. Seconded by Mr. Williams, and the minutes were unanimously approved (5-0).

ADMINISTER OATH

Mr. Harder administered an oath to those who would be speaking during the meeting.

ZONING PERMIT OBLIGATION

Mr. Easterling reminded the applicants that if their request is approved tonight, they will still need to apply for a zoning permit the next day or thereafter.

NEW BUSINESS

APPLICATION 02-26

MATTHEW HALL IS REQUESTING A ZONING VARIANCE TO CONSTRUCT A FENCE. THE PROPERTY IS A CORNER LOT LOCATED AT 656 HUNTERS RUN AND IS ZONED R-3 (SINGLE FAMILY RESIDENTIAL).

NOTE: CHAPTER 1250.42 FENCES, WALLS, STRUCTURAL SCREENS, HEDGES, AND SCREEN PLANTINGS:

R-3 ZONING:

4' MAXIMUM IN FRONT YARD

6' MAXIMUM IN SIDE YARD

6' MAXIMUM IN REAR YARD

1. THE APPLICANT IS REQUESTING A VARIANCE TO CONSTRUCT A FOUR AND ONE-HALF (4.5) FOOT FENCE IN ONE OF THE FRONT YARDS OF THE PROPERTY.

RECOMMENDATION:

The Deputy Administrator recommends approval of the variance request, having found

that the application meets the criteria for variances B, C, D, and G of Chapter 1275.02(c)(3). The property is located on a corner lot with two front yards. The applicant proposes to replace the existing four-foot split rail fence with a 4.5-foot iron rod fence, which is the only height available for this style. The requested increase in height is minimal, and the new fence will be installed closer to the residence than the existing fence. This adjustment reduces the degree of nonconformity and demonstrates the applicant's effort to minimize the impact of the variance. The proposed fence will not adversely affect sight distance or traffic safety at the intersection and, therefore, remains consistent with the intent of the zoning regulations.

Mr. Easterling reviewed Application 02-26. The applicant was not present. Jill Barry of 686 Hunters Run called the Planning & Zoning office, stating that she was in favor of the variance request.

Ms. Castellano moved to approve Application 02-26 as submitted, and found criteria B, C, D, and G of Chapter 1275.02(c)(3) to be true. Seconded by Mr. Harder, and the application was unanimously approved (5-0).

APPLICATION 03-26

MARK RICH, ON BEHALF OF MARK RICH REALTY, IS REQUESTING A ZONING VARIANCE TO REDUCE THE SIDE YARD SETBACK TO ALLOW FOR THE CONSTRUCTION OF A NEW SINGLE-FAMILY RESIDENCE. THE PROPERTY IS LOCATED AT 154 BARTON CREEK DRIVE AND IS ZONED R-3 (SINGLE FAMILY RESIDENTIAL).

NOTE: CHAPTER 1230.01 INTENSITY AND DIMENSIONAL STANDARDS

R-3 ZONING:

FRONT YARD = 35'

REAR YARD = 35'

SIDE YARD MIN = 8'

SIDE YARD TOTAL = 20'

1. THE APPLICANT IS REQUESTING A SIDE YARD SETBACK VARIANCE TO CONSTRUCT A NEW HOME. THE VARIANCE WOULD PLACE THE STRUCTURE FOUR (4) FEET FROM THE SIDE YARD PROPERTY LINE.

RECOMMENDATION:

The Deputy Administrator recommends approval of the variance request, having found that the application meets the criteria for variances C, D, E, and F of Chapter 1275.02(c)(3). During excavation for the home's foundation, a trench was discovered on the property. Avoiding the trench would have required shifting the home's location, as the trench measures approximately eight (8) to ten (10) feet wide and fifteen (15) feet deep, making relocation impractical. Strict application of the setback requirement in this case would impose a practical difficulty that is not typical of other lots and would

unreasonably burden the property owner's ability to construct a home in a standard manner.

Mr. Easterling reviewed Application 03-26 and said that he could speak on behalf of the application for Mark Rich. The applicant was not present. Neither the Commission nor the public had any comments.

Mr. Williams moved to approve Application 03-26 as submitted, and found criteria C, D, E, and F of Chapter 1275.02(c)(3) to be true. Seconded by Mr. Harder, and the application was unanimously approved (5-0).

APPLICATION 04-26

SARAH PENNER, ON BEHALF OF THE JDI GROUP, INC., IS REQUESTING A ZONING VARIANCE FOR A PARKING LOT TO BE CONSTRUCTED. THE ADDRESS OF THE PROPERTY IS 25818 N. DIXIE HIGHWAY. THE PROPERTY IS ZONED C-4 (HIGHWAY COMMERCIAL) AND IS IN THE CORRIDOR OVERLAY DISTRICT.

NOTE: CHAPTER 1230.02(G) ACCESSORY USES; OFF-STREET PARKING; MATERIAL STORAGE IN FRONT YARD: NO ACCESSORY USE OR STRUCTURE, OFF-STREET PARKING FACILITY OR MATERIAL OR EQUIPMENT STORAGE SHALL BE LOCATED IN THE REQUIRED FRONT YARD WITHOUT THE APPROVAL OF THE BOARD OF ZONING APPEALS.

1. THE APPLICANT IS REQUESTING A VARIANCE TO CONSTRUCT A PARKING LOT WITHIN THE REQUIRED FRONT YARD.
2. THE APPLICANT IS REQUESTING A VARIANCE TO REDUCE THE FRONT YARD SETBACK ALONG WILSON STREET TO BE REDUCED TO TWENTY-EIGHT (28) FEET AND THE FRONT YARD SETBACK ALONG LINCOLN BOULEVARD TO BE REDUCED TO TWENTY-SEVEN (27) FEET FROM THE REQUIRED FIFTY (50) FEET.
3. THE APPLICANT IS REQUESTING AN EXCEPTION TO ALLOW FOR THE REAR YARD SETBACK TO BE REDUCED TO TWENTY-FIVE (25) FEET FROM THE REQUIRED THIRTY (30) FEET.

RECOMMENDATION:

The Deputy Administrator recommends approval of the variance requests, having found that the application meets the criteria for variances A, C, D, and F of Chapter 1275.02(c)(3). The proposed parking lot in the front yard does not present visibility or safety concerns and will be screened by landscaping and a masonry wall. The lot's unique shape and size create design limitations that justify the variance. Requiring the parking lot to meet the standard setback would increase the number of variances needed for the overall development and reduce the number of required parking spaces compliant with the zoning code. The combination of screening, safe design, and accommodation of required parking demonstrates that the variance upholds the spirit

and intent of the zoning code while allowing reasonable use of the property. Additionally, this property uniquely has three front yards, which would greatly limit the buildable area for this parcel in this zoning district. The future building will meet the minimum setback from Dixie Highway.

The Deputy Administrator also recommends approval of the exception to reduce the rear yard setback. The request is on one side of the rear of the property and is needed to allow for the minimum size of a drive aisle across the back. This will allow for easy access to the dumpsters and for any necessary deliveries for future businesses.

Mr. Easterling reviewed Application 04-26. Anne Grasser (of The JDI Group) and Steve Best were present on behalf of the application. Ms. Grasser said that they are trying to design a site that is in line with the other existing businesses nearby. Mr. Harder asked if the other businesses along SR-25 had gained variances, and Mr. Easterling confirmed that it is a possibility. Ms. Castellano asked if the neighbors had been contacted by JDI or the property owner, and Mr. Best confirmed that he had tried to meet with the neighbors.

Mr. Harder moved to approve zoning variances #1 and #2 of Application 04-26 as submitted, and found criteria A, C, D, and F of Chapter 1275.02(c)(3) to be true. Seconded by Mr. Geib, and the application was unanimously approved (5-0).

Mr. Geib moved to approve zoning exception #3 of Application 04-26 as submitted. Seconded by Ms. Castellano, and the application was unanimously approved (5-0).

APPLICATION 05-26

LOIS SMITH IS REQUESTING A ZONING VARIANCE TO CONSTRUCT A SHED IN THE FRONT YARD AND A FREESTANDING CARPORT IN THE SIDE YARD. THE PROPERTY IS LOCATED AT 522 W. SEVENTH STREET AND IS ZONED R-3 (SINGLE FAMILY RESIDENTIAL).

NOTE: CHAPTER 1250.61(A) ACCESSORY BUILDINGS AND USES: NO ACCESSORY BUILDING OR USES SHALL BE LOCATED IN ANY FRONT OR SIDE YARD SETBACK EXCEPT UNDER UNUSUAL CIRCUMSTANCES WHERE SUCH ACTIVITY WILL NOT CONFLICT WITH THE INTENT AND PURPOSES OF THIS ZONING CODE OR WHERE ENFORCEMENT WOULD RESULT IN EXTREME HARDSHIP. EITHER EXCEPTION SHALL REQUIRE APPROVAL OF THE BOARD OF ZONING APPEALS.

1. THE APPLICANT IS REQUESTING A VARIANCE TO INSTALL A SHED THAT WILL BE LOCATED IN THE FRONT YARD.
2. THE APPLICANT IS REQUESTING A VARIANCE TO INSTALL A PERGOLA/PAVILLION-STYLE CARPORT IN THE SIDE YARD.

RECOMMENDATION:

The Deputy Administrator recommends approval of the variance request, having found that the application meets the criteria for variances B, C, D, and F of Chapter 1275.02(c)(3). The primary residence was originally constructed as a garage and later converted into a home. As a result, the building is set farther back than other primary structures on the block, leaving little to no rear yard area. This condition prevents the placement of an accessory building that meets the required ten-foot separation from the primary structure, since no variance exists for that distance. The proposed carport, designed in the style of a pergola, is a typical residential feature, but the home's placement and the narrow lot width provide limited options for compliance without a variance. The unusual configuration of the existing structure and lot, which is not generally found elsewhere on the block, creates a unique condition that justifies relief without undermining the zoning district's character.

Mr. Easterling reviewed Application 05-26. Lois Smith was present on behalf of the application. Mr. Schrock said that he lives on the same street as Ms. Smith, and added that this is an unusual situation, as this house is closer to the alley.

Michelle Paine (of 520 W. Seventh Street) was present and said that anything to improve the property is welcome.

Ms. Castellano made a motion to approve zoning variances #1 and #2 of Application 05-26 as submitted, and found criteria B, C, D, and F of Chapter 1275.02(c)(3) to be true. Seconded by Mr. Harder, and the application was unanimously approved (5-0).

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:21 p.m.

Respectfully submitted,

Heather Alfaro
Recording Secretary

The next meeting is scheduled for April 13, 2026, at 6:00 p.m. in the Municipal Building at 201 W. Indiana Avenue.