

Minutes of Perrysburg Planning and Zoning Committee

Meeting Held September 11, 2023

CALL TO ORDER - 4:30 PM

The meeting was called to order at 4:32 p.m. by Chairman Tim McCarthy.

ROLL CALL

Committee members present were Cory Kuhlman, Tim McCarthy, and Barry VanHoozen. Also present were Tim Effler, Law Director, Brody Walters, Planning and Zoning Administrator, and Mark Easterling, Deputy Planning and Zoning Administrator.

CITIZEN'S CONCERNS

None.

APPROVAL OF AUGUST 2, 2023 MEETING MINUTES

The minutes of the August 2, 2023 meeting were approved 2-0. Mr. Kuhlman abstained because he was not at the meeting.

SIGN CODE VARIANCE DISCUSSION

Mr. McCarthy said that the Board of Zoning Appeals sent a letter to City Council stating that they do not agree with the provision of the Sign Code that does not allow modifications to non-conforming signs after December 31, 2022. Mr. Walters said the BZA has the authority to grant variances with regards to this section of the Code, and they regularly grant all variance requests that pertain to this section. Mr. Easterling added that the goal of the Code is to get all properties into compliance.

Mr. Walters acknowledged that it is difficult for the Board when a business owner appears before them and says they have a perfectly good sign and may only want to change the name of one of the tenants. He said that he is supportive of the original ten year requirement. Mr. McCarthy said that he had the naive opinion that owners of non-compliant signs would know about the sunset clause in the Code and that they should use those ten years to get their signs in compliance or at least prepare to do so. Mr. Walters said that for the last four or five years, as his office has issued permits for these non-compliant signs, they have notified the owners about the sunset date.

Mr. Walters said there are four attributes of sign variances: quantity, size, height, and setback. He said that the most important variances to correct are for height or size. Mr. Kuhlman said that, in his opinion, small changes should not trigger the requirement that the sign be brought into compliance. He said that he thinks new signs should not be allowed to get a variance and that he thinks eventually, although it would be long term, the non-conforming sign structures would be changed and would then have to be compliant. Mr. McCarthy said that he agrees if they are only changing the name of the tenant it seems severe to require it to be brought into compliance. Mr. VanHoozen said

that he thinks because of electronic signs, the existing signs at Riverplace, Fifth/Third and American Table will eventually come into compliance. Mr. Walters gave a couple of examples of the lengths owners will go to to keep an existing sign structure so they do not lose the height of non-conforming signs since the height limit in the SR25 Corridor is six feet.

The Committee agreed to refer this matter to the Planning Commission to consider whether variances should be allowed for non-conforming signs or to consider modifications to the non-conforming sign language.

SIDEWALK WAIVER DISCUSSION

Mr. McCarthy said that there is an informal policy of waiving sidewalk installation in some areas where there are no adjacent sidewalks. Mr. Effler said that when they looked at codifying this policy, he thought it was only two neighborhoods due to annexation, but it has also happened in other areas of the City. Mr. Walters said that the waiver has been a tool used by mayors when a driveway permit is issued. In those cases when the Code says that a sidewalk has to be installed through a driveway, but there are no adjacent sidewalks, the waiver allows the sidewalk requirement to be delayed, not waived, and the document is recorded in case ownership is transferred. Mr. VanHoozen asked who would pay for this sidewalk if it were required at a later time. Mr. Walters responded that he has not yet come across that, but the Code says it is the homeowner's responsibility.

Mr. Effler offered that he will work with Planning and Zoning on putting together an ordinance that incorporates the waiver and outlines the process for Willowbend, Carrington Woods, and property owners without adjacent sidewalks. He said that he hopes to have something for next month's meeting. Mr. Walters said that the City's philosophy is the more sidewalks the better. Mr. McCarthy added that he believes the Code says you have to have sidewalks unless certain topographical conditions exist.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business, the meeting adjourned at 5:16 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Timothy C. McCarthy". The signature is written in a cursive, flowing style.

Tim McCarthy, Chairperson
Planning and Zoning Committee

Next regular meeting is scheduled for Wednesday, October 4, 2023 at 5:30 p.m.