

PLANNING COMMISSION

FEBRUARY 4, 2016

The meeting was called to order at 7:00 p.m. by Chairman Chris Carry. Commission members present were Chris Carry, Byron Choka, Tom Forquer, Eric Nicely, Mayor Olmstead, and John Wellstein (6). Seth Hudson was absent (1). Also present were Karlene Henderson, Law Director, Brody Walters, Planning and Zoning Administrator, and Mark Easterling, Zoning Inspector.

Approval of Minutes

Mr. Choka moved to approve the minutes of the December 17, 2015 meeting. Mr. Forquer seconded and they were unanimously approved.

Election of Chairman

Mr. Forquer nominated Mr. Carry to be Chairman. Seconded by Mr. Choka. Ayes: (6). Nays: (0).

Election of Vice-Chairman

Mr. Carry nominated Mr. Forquer to be Vice-Chairman. Seconded by Mr. Choka. Ayes: (6). Nays: (0).

Administrator's Report

Mr. Walters stated that he has several agenda items including a special approval use, a rezoning request and a preliminary site plan for the meeting to be held on February 25, 2016.

Final Site Plan Schuetz Container

APPLICANT

Bob Bailey, PE
DGL Consulting Engineers, LLC
3455 Briarfield Blvd. – Suite E
Maumee, OH 43537

Mike Miller & Bill Barrett
Schuetz Container
2105 S. Wilkinson Way
Perrysburg, OH 43551

REQUEST

Chapter 1260.08 – Final Site Plan Review
Chapter 1250 – Site Design Standards

PROPERTY LOCATION & DESCRIPTION

The applicant proposes to construct a 76,000 SF warehouse building and an aerial bridge/conveyor over Spafford Drive. The subject property is located immediately north of Spafford Drive and south of the Owens Illinois Innovation Center. The property has frontage along N. Wilkinson Way and Spafford Drive. It is located within an I2 – General Industrial zoning category on a 5 acre parcel.

BACKGROUND

Schuetz Container last appeared before the Planning commission on December 17th, 2015 to request final site plan approval. At this time building elevations had not been submitted so the application was tabled and no action was taken. This project received conditional preliminary site plan approval on November 19th, 2015.

ANALYSIS

Land Use – The requested use has been reviewed and determined to be “Warehousing” which is a permitted use in this zoning district.

Dimensional Standards - The proposed building shown on the Site Plan is inconsistent with the dimensional standards of Chapter 1230 with regard to building setbacks. I2 zoned properties are required to maintain the following setbacks:

Front Yard: 60’ (building as shown is 20.69’ from Spafford Drive ROW and the aerial bridge extends up to and beyond the current property line.)

Rear Yard: 40’ (meets requirements)

Side Yard (railroad track side): 25’ (building as shown is 20.55’ from the property line. Additionally the air handling unit is shown to be less than 5’ from a property line)

The applicant has corrected these issues by obtaining a variance from the Board of Zoning Appeals on November 9th, 2015 (application 18-15).

Max Height: 45’ (this building is shown as 40’)

Building Materials – The building materials for the proposed building are shown to be CMU (wainscot) with metal panels on the upper portion of the main building. The proposed use of materials is consistent with Ch. 1250.48 which states that metal siding cannot be used on more than 75% of the building. The proposed percentage of metal is 70%. Although the proposed building may be consistent with the material use chart, it is significantly inconsistent with Ch. 1250.481(a), (b), (d) and (e). These requirements generally refer to reducing the perceived size and scale of large utilitarian buildings such as this. These subsections require roof line variation, recesses & projections and other items of visual interest for large scale buildings. The proposed covered conveyor, due to

its location over public right-of-way, not on private property will be reviewed and approved by the City Administration prior to the final signing of the aerial easement.

Access – The subject location does not currently have any direct curb cuts to a public street. Currently the closest access drive to a public street is the driveway that is located on and services the Owens Illinois Innovation Center property. The site plan indicates two proposed curb cuts onto N. Wilkinson Way, one immediately north of Spafford Drive and one nearest the northern property line. Per sheet C5, the engineer has indicated a distance of 122' from the centerline Spafford Dr. to the centerline of the southernmost driveway. The curb cut width of these two drives exceeds the 35' maximum and will require review and approval by the Engineering Division during construction plan review.

Parking – The proposed site plan indicates 7 standard parking spaces (10'x20') and 39 “potential” parking spaces. Per Ch. 1250.03(e)(b) the required parking count is determined from the following formula:

5 parking spaces plus 1 for every employee in the largest working shift or 5 plus 1 for every 1,700 SF of usable floor space, whichever is the greater. Space on site shall also be provided for all construction workers during periods of construction.

If the usable floor space calculation is used the required parking for the site would be 39 parking spaces. There is concern that 25 of the 39 potential spaces would render the overhead dock doors unusable by semi-trucks if/when these parking spaces are used.

Landscaping – Sheet L2 also contains landscape percentages but no explanation is provided as to how the proposed landscape area was calculated. Overall, the landscape appears to be somewhat light for the size of the site. Per Ch. 1230.01 the minimum landscape percentage for this site is 10%. The minimum landscape percentage for the parking lot is 6% with the requirement for 1 onsite tree for each 8 parking spaces. Per Ch. 1250.02(t) if more than 65% of the total off-street parking spaces for the entire site are located between the front façade of the principal building and the primary street abutting the site, additional landscaping, buffering and raised pedestrian walkway connections are required. The area dedicated to semi-truck parking does not provide landscape islands. The code also requires irrigation on sites that are 1 acre in size or larger.

Street Trees – A revised street tree plan has been submitted and will be reviewed by the city's Street Tree Commission at the February 1st, 2016 meeting. An approved street tree plan will be required before zoning permits are issued.

Signage – A full review of signage will be conducted by the Planning and Zoning Division prior to the issuance of permits. Wall signs are permitted per the following dimensions:

Allowable S.F. = 10% of the façade on which it's placed.

**Note: Relief for area, height and setback can be sought from the BZA. No relief can be provided for sign quantity.*

Lighting – Lighting details have been provided and indicate that adjustable angle wall packs will be used on the exterior and no free standing lighting is proposed. It is required that any lighting meet the requirements of Ch. 1250.43.

Sidewalks – Sidewalks are shown along the entire frontage of the property but a there is a note on sheet C5 that the existing concrete sidewalks that runs through the proposed asphalt driveways is “TBR” (to be removed) and that the new pavement is “to be jointed to delineate walk through drives”. It is a requirement that all sidewalks through driveways be poured through the driveway and physically separated from the driveway with expansion joint, not simply tooled into the concrete to create a visual separation.

Waste Receptacles – No external waste receptacles are shown to be part of this site plan request.

RECOMMENDATION

It is recommended that the Planning Commission provide conditional approval for the final site plan and to permit the Planning and Zoning Administrator to review the plan revisions below for compliance and permitting.

1. Sidewalks are shown to be removed and replaced with “tooled joints” for new sidewalk areas. Sidewalks are required to be poured separately for complete separation between drives.
2. Building elevations are inconsistent with Ch. 1250.481(a)-(f).

Mr. Walters reviewed the above Staff Report. Mike Miller, Bob Bailey, Bill Barrett, and Bruce Schoenberger were present on behalf of Schuetz Container. Mr. Bailey said that they are in agreement with Mr. Walters’ recommendation regarding the sidewalks. Mr. Barrett said that with regards to the actual building façade, it is the intent of Schuetz to make this building attractive and efficient and they will be bringing a full time architect on board to work with the City. He said their intent is to be 100% in compliance. Mr. Choka asked how long a conditional approval would last. Mr. Walters said that it would last indefinitely until he finds it to be compliant. Mr. Choka asked what options the applicant would have if they were not in compliance. Mr. Walters said that it would be denial of a Final Site Plan so they would go through the appeals process. Mr. Forquer said that this is a warehouse and he would expect it to look like a warehouse and in his opinion consistency is important. Mr. Walters said that conditional approval may help the timeline for Schuetz, but if the authority to approve the building materials is granted to him, he will be looking for 100% compliance with the Code. Mr. Barrett said that they want to build a warehouse for storage so they can expand manufacturing at their other building. He said they want it to be functional and not cost prohibitive. Mr. Wellstein asked where their

current storage is located. Mr. Barrett said they have rented space off site and customers have been dropping off trailers.

Mr. Carry moved to grant conditional approval of the Final Site Plan for Schuetz Container and to permit the Planning and Zoning Administrator to review the plan revisions contained in his Staff Report for compliance and permitting. Seconded by Mr. Choka. Ayes: (6). Nays: (0).

***Preliminary Plat Extension
Horseshoe Bend Plats 10-12***

APPLICANT/OWNER/DEVELOPER

Mr. Brian Gruber
Fort Roach Developers, LLC
3135 Hidden Ridge Dr.
Maumee, OH 43537

Greg Feller, P.E.
Feller Finch & Associates, Inc.
1683 Woodlands Drive
Maumee, OH 43537

REQUEST

Chapter 1295.06(i) – Preliminary Plats: Tentative Approval Time Limit; Plat Resubmission

PROPERTY LOCATION & DESCRIPTION

Horseshoe Bend is an R-3 residential subdivision consisting of approximately 58.4578 acres located south of Roachton Road, directly south of Michael Owens Way. It is bordered on the west by Perrysburg High School. Plats 1 through 9 consisting of 138 lots have already been finalized. The Preliminary Plat for Plats 10 through 12 shows 53 lots.

BACKGROUND

The Preliminary Plat was first approved April 24, 2003 and was most recently approved on November 21, 2014. The Plat expired on November 21, 2015. The Planning and Zoning Division received the request for a plat renewal on or before the expiration date. This request is for a plat extension which would be valid until 1-28-2017.

This extension would be a one (1) year extension for Plats 10 – 12.

Past activity in this subdivision is as follows:

- Plat 1**, 22 lots – finalized on December 30, 1999
- Plat 2**, 12 lots – finalized on July 3, 2001
- Plat 3**, 16 lots – finalized on July 24, 2002
- Plat 4**, 15 lots – finalized on June 12, 2003

Plat 5, 14 lots – finalized on October 27, 2003
Plat 6, 11 lots – finalized on August 26, 2004
Plat 7, 14 lots – finalized on June 2, 2005
Plat 8, 14 lots – finalized on October 5, 2005
Plat 9, 19 lots – finalized on September 6, 2006
Plat 10, 24 lots – Preliminary Plat last renewed on November 21, 2014
Plat 11, 12 lots – Preliminary Plat last renewed on November 21, 2014
Plat 12, 17 lots – Preliminary Plat last renewed on November 21, 2014

During the last plat extension request it was required that the developer provide updated drawings indicating both the finalized and preliminary plat layouts. These updated drawings were provided and are included with this report. The only identified deviation from the previous preliminary plat drawing is was the addition of stub-street “Harbor Stone” contained within Plat 9.

RECOMMENDATION

The Planning and Zoning Administrator recommends that the Planning Commission approve the requested preliminary plat extension for Horseshoe Bend Plats 10-12. Despite any code changes that have gone into effect since this original preliminary plat, this subdivision is substantially complete and it would seem reasonable to permit the remainder of this subdivision to be completed under the same requirements as the first 9 plats.

Mr. Walters reviewed the above Staff Report and added that he is recommending the one year extension be granted until February 4, 2017. Tim Gruber and Brian Gruber were present. Brian Gruber said that he agrees with Mr. Walters’ comments. Mr. Forquer stated that he would like to see the extension granted for one year from the date of the last Planning Commission meeting because the applicant’s submission was not complete at that time and he does not feel they should gain an extra two months. Brian Gruber said that he is agreeable to going back to that date.

Mr. Forquer moved to grant the preliminary plat extension for Horseshoe Bend Plats 10-12 to December 17, 2016. Seconded by Mr. Carry. Ayes: (6). Nays: (0).

Preliminary Plat Extension Falls at Rivers Edge Plats 4-6

APPLICANT/OWNER/DEVELOPER

Mr. Brian Gruber
River’s Edge Ltd.
7015 Lighthouse Way, Suite 500
Perrysburg, OH 43551

Greg Feller, P.E.
Feller Finch & Associates, Inc.
1683 Woodlands Drive
Maumee, OH 43537

REQUEST

Chapter 1295.06(i) – Preliminary Plats: Tentative Approval Time Limit; Plat Resubmission

PROPERTY LOCATION & DESCRIPTION

The Falls at Rivers Edge is an R-4 (Single Family) subdivision with a CDP (Community Development Plan) overlay located immediately south of Perrysburg High School on approximately 34.773 acres. The development is for zero lot line units and traditional stand-alone residences and consists of six plats with 139 lots.

BACKGROUND

The Preliminary Plat was first approved March 28, 2002 and was set to expire on November 21, 2015. The Planning and Zoning Division received the request for renewal prior to the expiration.

This extension would be a one (1) year extension for Plats 4-6.

Plat 1 - 35 lots was finalized on June 26, 2003.

Plat 2 - 19 lots was finalized on October 28, 2004.

Plat 3 - 36 lots was finalized on May 26, 2005.

ANALYSIS

During the last plat extension request it was required that the developer provide updated drawings indicating both the finalized and preliminary plat layouts. These updated drawings were provided and are included with this report. There were no deviations found between the original preliminary plat and the updated version.

RECOMMENDATION

The Planning and Zoning Administrator recommends that the Planning Commission approve the preliminary plat extension for The Falls at Rivers Edge Plats 4-6 which shall remain valid until its expiration on February 4, 2017. Despite any code changes that have gone into effect since this original preliminary plat, this subdivision is substantially complete and it would seem reasonable to permit the remainder of this subdivision to be completed under the same requirements as the first 3 plats.

Mr. Walters reviewed the above Staff Report. Mr. Forquer said that he has the same issue that he had with the Horseshoe Bend preliminary plat extension. He also asked about another project that the applicant has immediately south of this project. Mr. Gruber said that is Meadows at Rivers Edge and they missed the deadline so they will have to

resubmit that preliminary plat. He said that they plan to continue the same development with zero lot lines, but there was an error by Feller, Finch and the extension request was not submitted.

Mr. Forquer moved to grant the preliminary plat extension for Falls at Rivers Edge Plats 4-6 to December 17, 2016. Seconded by Mr. Carry. Ayes: (6). Nays: (0).

***Preliminary Plat Extension
Bayshore Village Plats 2-8***

APPLICANT/OWNER/DEVELOPER

Mr. Brian Gruber
Ridge Stone Builders
3102 Steeple Chase Ln.
Perrysburg, OH 43551

Greg Feller, P.E.
Feller Finch & Associates, Inc.
1683 Woodlands Drive
Maumee, OH 43537

REQUEST

Chapter 1295.06(i) – Preliminary Plats: Tentative Approval Time Limit; Plat Resubmission

PROPERTY LOCATION & DESCRIPTION

Bayshore Village is located on the north side of Five Point Road between SR25 and Fort Meigs Road. Bayshore Village subdivision is an R-4 (Single Family) residential subdivision with a CDP (Community Development Plan) overlay. The property consists of 75.4 acres which is planned to contain 7 - 115' lots, 91 - 75' lots and 57 - 50' lots for villas. Additionally, 116 multi-family units in 29 buildings are planned.

BACKGROUND

The Preliminary Plat was first approved June 6, 2005 and expires on November 21, 2015 (the application for renewal was received prior to this date so the plan could be renewed).

This extension would be for one (1) year for Plats 2-8 which consists of 147 lots.

The Final Plat for Plat 1, consisting of 7 lots was finalized on April 24, 2008.

ANALYSIS

During the last plat extension request it was required that the developer provide updated drawings indicating both the finalized and preliminary plat layouts. These updated drawings were provided and are included with this report (note the error described below).

Comparison between the original preliminary plat and this updated/revised plat revealed the following changes:

1. Rolling Tide Lane no longer extends west into the adjacent subdivision.
2. Lot arrangement has been modified to accommodate the rerouting of Rolling Tide Lane.
3. One lot has been eliminated.
4. The only identified deviation from the previous preliminary plat drawing is was the addition of stub-street "Harbor Stone" contained within Plat 9.

The revised preliminary plat is shown to be incorrect in its plat designations. Plat 1 was recorded and contained lots 1-7. The revised/updated drawing indicates plat 1 would contain 40 lots and would contain land north of the actual Plat 1.

RECOMMENDATION

The Planning and Zoning Administrator recommends that the Planning Commission deny the request for a one-year preliminary plat extension for Bay Shore Village Plats 2-8 and as a result nullify the existing Community Development Plan (CDP) / Planned Unit Development (PUD) approval that is associated with this proposed overall layout. This recommendation has considered the following factors:

1. The length of time since this plan was original approved.
2. The changing needs of the community. (since 2005)
3. Code changes that require increased lot sizes.
4. The minimal progress that has been made within this overall subdivision.

Mr. Walters reviewed the above Staff Report. Brian Gruber said that he and Mr. Walters discussed this at length, and he is requesting that it be broken into sections because he wants to preserve the CDP. Mr. Walters stated that if the approved preliminary plat is no longer valid, the CDP would also not be valid. The Commission discussed several options, but decided that there is no way to keep the CDP in place without approving an extension for the entire preliminary plat.

Mr. Carry moved to approve an extension for the preliminary plat for Bayshore Village Plats 2-8 until December 17, 2016. Seconded by Mayor Olmstead. Ayes: (0). Nays: (6).

Final Plat

Horseshoe Bend Plat 11

APPLICANT/OWNER/DEVELOPER

Mr. Brian Gruber
Fort Roach Developers, LLC
3102 Steeple Chase Lane
Perrysburg, OH 43551

Bryan Ellis
Glass City Engineering & Surveying LLC
2001 River Road
Maumee, OH 43537

REQUEST

Chapter 1295.07 – Final Plat

PROPERTY LOCATION & DESCRIPTION

Horseshoe Bend is an R-3 residential subdivision originally proposed to consist of 192 lots. This subdivision is located east of Perrysburg High School and south of Roachton Road / Michael Owens Way.

Past activity in this subdivision is as follows:

- Plat 1**, 22 lots – finalized on December 30, 1999
- Plat 2**, 12 lots – finalized on July 3, 2001
- Plat 3**, 16 lots – finalized on July 24, 2002
- Plat 4**, 15 lots – finalized on June 12, 2003
- Plat 5**, 14 lots – finalized on October 27, 2003
- Plat 6**, 11 lots – finalized on August 26, 2004
- Plat 7**, 14 lots – finalized on June 2, 2005
- Plat 8**, 14 lots – finalized on October 5, 2005
- Plat 9**, 19 lots – finalized on September 6, 2006
- Plat 10**, 24 lots – Preliminary Plat last renewed on November 21, 2014
- Plat 11**, 12 lots – Preliminary Plat last renewed on November 21, 2014
- Plat 12**, 17 lots – Preliminary Plat last renewed on November 21, 2014

BACKGROUND

The Preliminary Plat renewal of the remaining plats (Plats 10-12) in the Horseshoe Bend Subdivision were last renewed on November 21, 2014. The previous approval was granted with the condition that updated drawings be provided before any additional renewals would be granted by the Planning Commission. These updated drawings were provided and are included with this report. There is one deviation from the from the previous preliminary plat drawing:

1. Lot sizes of lots south and east of Chasenwood Way have changed size slightly to accommodate a newly proposed drainage easement area. The quantity and general orientation of lots has not changed.

ANALYSIS

- Provide Open Space Fee payment (in accordance with equation below)

- Public Service: An approved street tree plan is to be provided prior to the signing of the final plat.
- Change sidewalk note on plat to require sidewalks to be 6" thick through driveways and 6" thick a distance of one foot on each side of the driveway.
- Change signature line for the Municipal Planning Commission to read "Chris Carry – Chairman"
-

Open Space Fee Requirement = 7.5% value of 4.1356 acres + \$100 per lot.

Total Open Space Fee for Plat 11 (12 lots) = 4.1356 acres x (\$ Value per Acre x 7.5%) = \$TBD + \$1,200 (\$100 x 12 lots) for a total of \$TBD.

Notes: Value per acre = No Current Appraisal on File (certified appraisal needed)
Value of 4.1356 acres = \$TBD

Per Chapter 1295.07(d), the following payments or escrows shall be provided to the satisfaction of the city prior to signing the final plat of Plat 11:

Estimate of Construction Costs:

- | | |
|---|--------------|
| • Roadway and Pavement | \$TBD |
| • Drainage | \$TBD |
| • Erosion Control | \$TBD |
| • Waterline | \$TBD |
| • Sanitary Sewer | \$TBD |
| • Sidewalks (4'): (4,032.24 sq.ft. @ \$6.00/sq.ft.) | \$24,193.44 |
| • Curb Ramps: (# @ \$1,000 each) | <u>\$TBD</u> |

Total Escrows (+ 20%)	\$TBD
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Cash Payment Required:

- | | |
|---|--------------------|
| • Street Lights: (# @ \$1,796.64 each) | \$TBD |
| • Street Signs: (# of signs x \$150) | \$TBD |
| • Open Space Fee | \$TBD |
| • Estimated Inspection Fees (\$2,000 per lot) | <u>\$24,000.00</u> |

Total Cash Payment	\$TBD
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RECOMMENDATION

The Planning & Zoning Administrator recommends that the Planning Commission approve the Final Plat for Horseshoe Bend Plat 11 subject to the Preliminary Plat Extension, which is also on this month's agenda being approved. Should the Preliminary Plat drawing not be approved it is recommended to deny the Final Plat at this time.

Mr. Walters reviewed the above Staff Report noting that had the preliminary plat extension for Horseshoe Bend not been approved, this final plat could not have been considered. Mr. Forquer asked about the unusual shape of the drainage easement. Bryan Ellis, Glass City Engineering, said that it is to keep drainage in the plat. There was further discussion about the detention area/easement, and Mr. Walters stated that the construction drawings will be reviewed by the City Engineer.

Mr. Forquer moved to approve the Final Plat of Horseshoe Bend Plat 11 subject to the comments and recommendations in the Planning and Zoning Administrator's report. Seconded by Mr. Carry. Ayes: (6). Nays: (0).

Special Approval Use
Primrose School
Harbor Town

APPLICANT/OWNER/DEVELOPER

Primrose School
Sarah Churchill

ALT Architecture
2440 Dayton-Xenia Road, Suite B
Beavercreek, OH 45434

REQUEST

Chapter 1235.04(k) – Child Day Care Center

PROPERTY LOCATION & DESCRIPTION

Location: The proposed project is seeking a Special Approval Use (SAU) for the operation of a child day care center on a property located within the Harbor Town development. This property is located immediately north of the recently constructed Senior Residences developed by Miller Valentine, near the current Jed's restaurant.

Property Size: approximately 2.5 acres

Parcel: Q61-400-190001008002

BACKGROUND

Harbor Town is a Planned Business Park (PBP) that also features an "Urban Village" overlay. Due to zoning of this property and the associated overlay development plans are typically reviewed and approved by the Architectural Review Committee (ARC) and are not required to be presented to the municipal planning commission. This application is unique in that the proposed use is listed as a SAU for this zoning district and therefore requires the review and approval of the planning commission.

ANALYSIS

Special Approval Uses generally require that two sets of criteria be met in order to grant approval. The first set of requirements is what is referred to as the “general conditions” and the second set is referred to as the “specific conditions”.

SPECIAL APPROVAL USE

General Requirements

Ch.1235.02(d)

1. The establishment, maintenance or operation of the special approval use will not be detrimental to or endanger the public health, safety, or general welfare or the natural environment.
2. The special approval use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted nor shall it substantially diminish and impair property values within its neighborhood.
3. The establishment of the special approval use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
4. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.
5. Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.
6. The special approval use shall, in all other respects, conform to the applicable regulations of the district in which it is located and to any additional conditions or procedures as specified in this Chapter.

Specific Requirements

Ch.1235.04(k) Child Day Care Center

1. Assurance shall be provided that all requirements of Ohio Revised Code 5104 Child Day Care are complied with.
2. Where childcare centers are located in residential districts adequate fencing and screening of outdoor play areas shall be provided. (Ord. 186-2006. Passed 8-1-06.)

RECOMMENDATION

The Planning and Zoning Administrator has reviewed the proposed Primrose project and recommends approving the request for a Special Approval Use.

Mr. Walters reviewed the above Staff Report. He noted that the Commission discussed a Special Approval Use for Primrose several months ago, but a different location is now proposed. Sarah Churchill of Primrose was present. Mr. Choka asked if there were any safety concerns at this location and Ms. Churchill said there are not any concerns. Mr.

Forquer asked if there are any concerns with Jed's. Mr. Walters noted that Jed's is not a direct neighbor. Brian Gruber said that they are excited to have Primrose be a part of Harbor Town.

Mr. Forquer moved to approve the Special Approval Use for a Child Day Care Center for Primrose School at Harbor Town. Seconded by Mr. Carry. Ayes: (6). Nays: (0).

***Preliminary Plat
Villages at Canterbury***

APPLICANT/OWNER/DEVELOPER

Mr. Mark Rich
23285 W. SR 51
Genoa, Ohio 43430

Feller Finch and Associates, Inc.
1683 Woodlands Drive, P.O. Box 68
Maumee, Ohio 43537

REQUEST

Chapter 1295.01 – Preliminary Plat

PROPERTY LOCATION & DESCRIPTION

The Villages at Canterbury is a proposed subdivision consisting of 413 lots located at the southeast corner of Roachton Road and Hull Prairie Road. It is bordered to the east by the CSX railroad tracks. The subject property is currently zoned R4 (Single Family Residential) and is approximately 204.3 acres in size.

BACKGROUND

On June 3, 2011, the annexation into the City of Perrysburg was completed.

On October 4, 2011, permanent zoning of R4 (Single Family Residential) was approved by City Council.

On July 26, 2012, the Planning Commission approved the previous version of the plat of the Villages at Canterbury which was contained on the same land. This previous version of the preliminary plat was renewed in 2013, 2014 and again on July 30, 2015.

In 2015, Perrysburg Schools announced that they are under contract to purchase approximately 18 acres (800' N-S, by 960' E-W) of land in the northwest corner of this subdivision area, shown on the plat as "excepted area". The proposed sale of this land to the schools has resulted in the loss of approximately 18 acres from the original preliminary plat. It is important to note that although the subdivision name and location are the same

as the previous preliminary plat approval in 2012, this is an entirely new subdivision layout and must be reviewed as a new application.

ANALYSIS

The City of Perrysburg's current Comprehensive Plan indicates "Controlled Growth/Traditional Neighborhood Area."

The subject property is currently vacant and being farmed.

The Code provides for a minimum lot area of 9,500 SF for R-4 Zoning. All proposed lots currently meet or exceed the minimum lot size.

The subject property shall be subject to Chapter 1295 – Subdivision Regulations.

Planning & Zoning:

General

- Lots must have at least 65' of frontage along a street, unless approved by Planning Commission. In no case shall a lot have a width less than 65' at the building line. The minimum lot frontage at the street is shown at 44'. Lot widths at the building line are unable to be determined so this information should be asked of the engineer or developer.
- Perimeter open space along Roachton Rd. and Hull Prairie Rd. should be of sufficient width to accommodate ditch, landscape screening, and 15' bicycle path easement.
- Preliminary plat indicates the developer intends to provide dedicated open space in lieu of an open space payment. If the Planning Commission should choose to accept open space in lieu of payment the necessary acreage of required open space is 10.215 acres. On the preliminary plat the proposed open space is listed as 23.54 acres or 11.52%. Per Ch. 1240.15, a parcel to be dedicated for the common use of the subdivision shall in no instance be fewer than 5 acres and shall be in a location and shape approved by the City, provided that a parcel divided by a road or stream shall be considered as one parcel. Per Ch. 1295.05(7)(c)(1), Open space shall not be considered to include required detention/retention areas. It is recommended to allow the 6.14 acre portion and the 5.36 acre parcel to count towards the open space requirement which would result in a total dedicated open space area of 11.5 acres.
- Provide Multi-Use Path in lieu of sidewalk along Roachton Rd. and Hull Prairie Rd.
- Sidewalk/MUP needs to be contained in the public right-of-way or an access easement will need to be recorded along with the plats.

- All sidewalk/MUP sections shall be required to be in alignment and coordinated with those portions proposed on the Perrysburg Schools property.
- Crosswalks to be provided where blocks exceed 900 feet in length.

Preliminary Plat approval shall be effective for a maximum period of twelve (12) months unless, upon application of the developer, the Planning Commission grants an extension. If the Final Plat has not been recorded within this time limit, the Preliminary Plat must again be submitted to the Planning Commission for approval.

RECOMMENDATION

The Planning and Zoning Administrator recommends that the Planning Commission approve the overall Preliminary Plat for the Villages at Canterbury subject to the comments and recommendations in this report.

Mr. Walters reviewed the above Staff Report. He noted that there is still an active preliminary plat that includes the 18 acres proposed to be the site of the 5th and 6th grade school so approval of this would result in two active preliminary plats. Mark Rich was in attendance and agreed with Mr. Walters' report. He asked if he would still be reimbursed for the cost of the multi-use path that is over and above the cost of the sidewalk. Mr. Walters said that is the City's policy. Mr. Choka asked about the lots that are 44' wide. Mr. Rich said that those lots are 75' wide at the building line and only 65' is required. Mr. Walters said that the lots can be approved as proposed, the Planning Commission just needs to acknowledge their existence. There was discussion regarding the pond and its slope. Mr. Walters explained that the requirement for fencing around a pond is based on the slope of the pond. There was also discussion regarding the alignment of the school driveway relative to Prestwyck and Brampton Park Boulevard. Mr. Walters said that the streets are not directly in alignment with the drive but they meet the minimum requirement for distance. Mr. Carry asked about a traffic study and any improvements that might be needed. Mr. Walters said that Mr. Rich has agreed to do a traffic impact study and to make the improvements as needed for his subdivision. Jim Hagen, Avenue Road, asked if the open space will be open to the public because it looks landlocked. Mr. Walters said that the parcel that appears to be landlocked actually has three access points. Mr. Hagen asked if the City would be responsible for maintaining the pond. Mr. Walters stated that the Homeowners' Association would be responsible for maintaining it.

Mr. Forquer moved to approve the Preliminary Site Plan for the Villages at Canterbury subject to the comments and recommendations in the Planning and Zoning Administrator's report. Seconded by Mr. Carry. Ayes: (6). Nays: (0).

Final Site Plan

Perrysburg Schools – 5th & 6th Grade School

APPLICANT/OWNER/DEVELOPER

Dave Serra
The Collaborative, Inc.
500 Madison Ave.
Toledo, OH 43604

Tom Hosler, Superintendent
Perrysburg Schools
140 E. Indiana Ave.
Perrysburg, OH 43551

REQUEST

Chapter 1260.08 – Final Site Plan Review
Chapter 1250 – Site Design Standards

PROPERTY LOCATION & DESCRIPTION

The subject property is located at the southeast corner of the intersection of Roachton Road and Hull Prairie Road. The current use of the land is agricultural and this location (and adjacent land) was previously approved for a portion of the Villages at Canterbury subdivision. The 18 acres of land shown on the provided site plan does not currently exist as a standalone lot but the applicant has successfully rezoned this land from R-4 (single-family residential) to INS (institutional).

Property Size: approximately 18 acres (800' x 980')

Parcel: currently part of parcel # Q61-100-230000001000

BACKGROUND

This property was previously part of the Villages at Canterbury subdivision that currently has an approved preliminary plat. Upon interest by the Perrysburg School Board, the developer of the subdivision has agreed to sell a portion of the property to Perrysburg Schools for the construction of a new school. Perrysburg Schools currently has a purchase agreement in place for this property with several contingencies.

On October 22, 2015 the applicant requested and was granted preliminary site plan approval from the Planning Commission by a vote of 5-1 with the following conditions;

1. The property to be successfully rezoned to INS (institutional). (Completed Jan. 5, 2016)
2. All special approval uses be reviewed and approved by City Council. (Completed Feb. 2, 2016)
3. All necessary roadway improvements be provided per a traffic impact study. (status unknown)

4. A 10' wide multi-use path is to be installed along the west and north sides of the property. (A multi-use path is shown on the site plan in the required locations)
5. Additional sidewalk connections to be provided from public streets to accommodate pedestrians coming to or leaving the school building. (Completed)
6. Landscape island quantity/placement to comply with code requirements prior to approval of a final site plan. (Completed)

November 18, 2015 the rezoning request was considered by the Planning and Zoning Committee and approval was recommended by a vote of 3-0. The final vote for rezoning was taken on January 5, 2016 and approved by a vote of 7-0.

As of the time of this report, the Special Approval Uses for this project have not undergone a final vote by council. This necessary step is scheduled for a public hearing on February 2nd and may or may not be voted on at that time.

ANALYSIS

The applicants have provided the necessary details to conduct a final site plan review.

Final Site Plan

- **Zoning:** R4 (Single-Family Residential)
- **Current Setbacks:** Front: 35 ft. *(this property has 3 front yards, one along each street)*
Side: *(this property has no side yards)*
Rear: 30 ft.
- **Setbacks of INS district:**
Front: 50 ft. *(this property has 3 front yards, one along each street)*
Side: *(this property has no side yards)*
Rear: 50 ft.
- **Adjacent Zoning/Uses:**
North – Perrysburg Township (residential)
East – R4 (Single Family Residential) currently vacant
South – R4 (Single Family Residential) currently vacant
West – Middleton Township (residential)

Land Use(s): The intended use of the property (18 acres) is a public school that would house the 5th - 6th grade students of Perrysburg Schools. INS zoning does permit the operation of a public school/institutional use with the approval of two “Special Approval Uses” by city council per Ch. 1235.04(gg) (Public and Private School) and Ch. 1235.04(yy) (Institutional Use).

Site Layout – The proposed site plan indicates a large school building located in the center of the property with an entrance facing the intersection of Roachton Rd. and Hull Prairie Rd. A parking area for buses is shown to the north (between the building and Roachton Road, while the western edge of the property is for passenger vehicles. The eastern third of the property is shown as open space with an area for water detention to the north.

Roads and Access: A Traffic Impact Study has been submitted to the City for this project. The traffic study has indicated the best solution for the intersection of Hull Prairie Road and Roachton Road is a single lane round-about with bypass lanes. Due to funding constraints, the proposed temporary intersection configuration is a 4-way stop. Site access points are shown to include a right-in / right-out on Roachton Road and a standard full access entrance off of a residential street to the south of this property.

It is recommended to require that the MUP be constructed outside of the footprint of the proposed round-about to avoid it being destroyed during future construction. It is also recommended to require extensions from the relocated MUP to current crosswalk locations to provide pedestrian accessibility. Additionally, any portion of the MUP that is not wholly contained within the public right-of-way will be required to be included in an access easement for public use.

Parking: The parking requirement for public schools is “one for each teacher, employee or administrator, in addition to the requirements of the auditorium or stadium.” The applicant has provided a parking summary on Sheet SD1.

Street Trees – An approved street tree plan will be required before the issuance of a zoning permit and should provide street trees along the north, west and south sides of the property in accordance with City of Perrysburg requirements for street trees.

Landscape Islands: As the site plan indicates, the applicant has provided landscape islands in locations to break up parking lot rows into 10 cars or less which meets the requirement of the code which specifies that 1 landscape island be provided per each 10 parking spaces.

Parking Lot Landscape: The parking lot landscape plan indicates that the minimum landscape requirement has been met and exceeded. Per Chapter 1250.18 not less than 6% of the parking lot is required to be landscaped.

Site Landscaping: The landscape plan does not specifically indicate the percentage of landscape on site, rather the calculation indicates that 66% of the site is either lawn or landscape. It should be required that at least 10% of the site (excluding the parking lot area) be landscaped. The landscape plan also indicates that 20 trees have been included

not including the required street trees or trees in parking lot landscape islands. It is recommended to require review and confirmation of landscape percentages as provided and to provide a specific percentage for on-site landscaping.

Sidewalks: Per the recommendations in the preliminary site plan approval report, the sidewalk along Hull Prairie and Roachton Road has been replaced with a 10' wide multi-use path. Previously, it was also recommended to provide 2 additional sidewalk connections from public sidewalks specifically in the area between the bus parking and vehicle parking as well one along Hull Prairie Rd. These sidewalk connections have been added and do a considerable amount to assist student coming to a leaving the school. Additionally, all sidewalk/Multi-Use Path sections should be required to be in alignment and coordinated with those portions proposed on the neighboring property containing the Villages at Canterbury Subdivision. All other public sidewalks are to be 5' in width.

Lighting: Lighting details have been provided with this submission and those details are consistent with the requirements of Chapter 1250.43.

Building Materials/Elevations: The applicant has proposed a building which features EIFS, glass and contrasting colors of brick. The quality of material is acceptable and the arrangement of those materials is visually pleasing and appropriate for the size and scale of the building. The revised building elevations do not indicate the individual percentages of each material but the materials do appear to meet the requirements of Ch. 1250.48.

Trash Receptacle: Details for the proposed dumpster enclosure have not been provided but it is recommended to require the dumpster enclosure to be constructed of the same materials as the building. It is recommended to allow the Planning & Zoning Administrator to review and approve the dumpster enclosure providing it is found to be consistent with the requirements of Chapter 1250.57.

Signage: Signage is to be reviewed upon application of a sign permit.

General Engineering: The applicant shall submit and obtain City of Perrysburg engineering approvals for site civil construction plans, including pavement and drainage, water, storm and sanitary sewer prior to a zoning permit being issued. A zoning permit is required prior to Wood County issuing a building permit. Additionally, a pre-construction meeting is required prior to permitting by the City of Perrysburg.

RECOMMENDATION

The Planning and Zoning Administrator has reviewed all necessary information for the consideration of the final site plan and recommends approval. This recommendation is inclusive of all notes and recommendations provided in the above report.

Mr. Walters reviewed the above Staff Report. He added that City Council approved the Special Approval Uses on February 2, 2016. Aura Norris, Tom Hosler and Dave Serra were present on behalf of the Perrysburg Schools. Mr. Choka said that he would be abstaining on this issue because his firm does work for the School Board. Mr. Walters explained that the long term plan is for a single lane roundabout and if the roundabout goes in, the multi-use path would be destroyed at the intersection, so he recommended putting in additional sidewalk that Y's out. Mr. Serra said that they are okay with that recommendation. Mr. Nicely asked where they are at with the traffic impact study. Mr. Serra said that the study is done and there are ongoing discussions with multiple jurisdictions regarding the intersection improvements. He said that the Wood County Engineer is moving forward to ODOT with a temporary four way stop. Mr. Wellstein asked if there is an estimate of a timeline for the intersection improvements. Mr. Serra said that they will be applying for a federal grant that would be available in 2019. Mr. Wellstein said that intersection is already bad and three years seems like a long time to wait. Mr. Carry said that with regards to the additional sidewalk Mr. Walters suggested, there is no sidewalk on the other side and he doesn't think it would be a good idea to encourage kids to go out that way, and if the roundabout is put in, the sidewalk would have to be removed. With regards to the driveway location of the school, Mr. Serra said that the drive is centered with respect to the building.

Mr. Forquer moved to approve the Final Site Plan of the Perrysburg 5th/6th Grade Building subject to the comments and recommendations in the Planning and Zoning Administrator's report. Mr. Carry seconded. Ayes: Carry, Forquer, Nicely, Olmstead, and Wellstein (5). Nays: (0). Abstain: Choka (1).

***Preliminary Plat Extension
Sanctuary Phase 3***

APPLICANT

Jeff H. Ruch, P.E.
Engineers, Surveyors & Associates, LLC
5353 Secor Road
Toledo, Ohio 43623

OWNER/DEVELOPER

Retreat Associates, Inc.
4331 Keystone Drive
Maumee, OH 43537

REQUEST

Chapter 1295.06(i) – Preliminary Plats: Tentative Approval Time Limit; Plat Resubmission

PROPERTY LOCATION & DESCRIPTION

The Sanctuary Phase 3 is an R-1 residential subdivision consisting of approximately 98.44 acres and is a continuation of the existing Sanctuary residential development. It is located north of Roachton Road, west of Hull Prairie Road, south of SR65 and east of Willowbend subdivision.

BACKGROUND

The Preliminary Plat was first approved December 4, 2003, and has been extended each year with the most recent request extending approval until December 19, 2015. The applicant requested the extension prior to the expiration date. This extension would be for one (1) year until February 4, 2017.

Plat 5 consisting of 21 lots, Plat 6 consisting of 20 lots, Plat 6A consisting of 14 lots, Plat 7 consisting of 40 lots, and Plat 8A consisting of 6 lots have been finalized leaving an area for 23 lots that are currently un-platted in Phase 3.

ANALYSIS

The 23 remaining lots contained in this request for renewal are shown around the cul-de-sac of Thornbury Drive and along the both sides of Seminary Rd. All but 3 lots (lots 282, 279 and 292) meet the current requirements for R1 zoning lots.

RECOMMENDATION

The Planning and Zoning Administrator recommends that the Planning Commission grant a one-year extension until February 4, 2017 for the Preliminary Plat of Sanctuary Phase 3.

Mr. Walters reviewed the above Staff Report. Steve Mitchell, Greg Boudouris and Dick Wehrle were present on behalf of the applicant. Mr. Mitchell said that the two remaining plats are under construction and the final plats should be coming to the Planning Commission later this year.

Mr. Forquer moved to grant a preliminary plat extension for the Sanctuary Phase 3 until February 4, 2017. Seconded by Mr. Carry. Ayes: (6). Nays: (0).

Preliminary Plat Extension Sanctuary in the Woods Phase 3

APPLICANT

Jeff H. Ruch, P.E.
Engineers, Surveyors & Associates, LLC
5353 Secor Road
Toledo, Ohio 43623

OWNER/DEVELOPER

Retreat Associates, Inc.
4331 Keystone Drive
Maumee, OH 43537

REQUEST

Chapter 1295.06(i) – Preliminary Plats: Tentative Approval Time Limit; Plat Resubmission

PROPERTY LOCATION & DESCRIPTION

Sanctuary in the Woods Phase 3 is an R-1 residential subdivision consisting of 109 lots on approximately 90.3 acres and is a continuation of the existing Sanctuary residential development. It is located north of Roachton Road, west of Hull Prairie Road, south of SR65.

BACKGROUND

The Preliminary Plat was first approved December 4, 2003, and has been extended each year with the most recent request extending approval until December 19, 2015. The applicant requested the extension prior to the expiration date. This extension would be for one (1) year until February 4, 2017.

Plat 1, consisting of 16 lots was finalized and recorded on January 6, 2004.

Plat 3, consisting of 21 lots was finalized and recorded on December 24, 2014.

ANALYSIS

There are 88 un-platted lots proposed in the remaining portion of Sanctuary in the Woods Phase 3. Of those 88 lots, 32 of the lots do not meet the minimum lot size of 22,000 square feet.

*(The lot numbers that do not meet the minimum lot size requirement are as follows:
43, 44, 48, 49, 50, 51, 52, 53, 76, 77, 82, 83, 86, 87, 88, 89, 91, 96, 97, 105, 106,
110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 121)*

RECOMMENDATION

The Planning and Zoning Administrator recommends that the Planning Commission require the submission of a new preliminary plat that shows all lots at a size that meets or exceeds the minimum lot size requirement of 22,000 SF in addition to all other subdivision regulation requirements.

Mr. Walters reviewed the above Staff Report. He explained that in his report he is essentially recommending denial of the preliminary plat extension and that the plat be redrawn to meet the lot size requirement of 22,000 square feet.

Mr. Mitchell presented the Commission with a handout regarding the remaining plats of Phase 3. He said that full engineering design plans have been done for plats 2A, 2B, 4

and 5. He said that the City has already reviewed plats 2A and 2B and they are in the process of putting in the sewer line. He said that they have completed the engineering for plats 4 and 5 but the City did not review the plans because they did not want to review them until plat 3 was completed. Mr. Mitchell said they have invested a significant amount of money – close to \$200,000 in design of these plats. He said that the lots complied with the Code when the preliminary plat was submitted and the average square footage of the remaining 88 lots is 32,000 s.f. Mr. Forquer noted that none of the lots in plats 2A and 2B are less than 22,000 s.f. so half of the lots in 4, 5, 6 and 7 are not in compliance. Mr. Carry asked if the lots in plats 6 and 7 could be brought into compliance since significant dollars have not been invested in their design. Mr. Mitchell said that if they knew eight or nine years ago, they would have engineered it differently and if they have to redo this, he's not sure plats 2A and 2B would come back with lots the same size as the current ones and he does not want to have to deal with the neighbors. Mr. Forquer asked if this additional information impacts Mr. Walters' recommendation. Mr. Walters said that he is not taking this information lightly, but he does not want to encourage developers to get engineering done and then mothball a project.

Mr. Carry moved to grant an extension of the preliminary plat of Sanctuary in the Woods Phase 3 until February 4, 2017. Seconded by Mr. Forquer. Ayes: (6). Nays: (0).

Other Business

There was discussion regarding clarification on voting issues. No action was taken regarding this item.

There being no further business, the meeting adjourned at 9:39 p.m.

Respectfully submitted,

Mary Jo Sutton