

Minutes of Perrysburg Planning and Zoning Committee

Meeting Held November 1, 2023

CALL TO ORDER - 5:30 PM

The meeting was called to order at 5:31 p.m. by Chairperson Tim McCarthy.

ROLL CALL

Committee members present were Cory Kuhlman and Tim McCarthy. Committee member Barry VanHoozen was not present. Also present were Brody Walters, Planning and Zoning Administrator, Mark Easterling, Deputy Planning and Zoning Administrator, and Amber Rathburn, Director of Finance.

CITIZEN'S CONCERNS

None.

APPROVAL OF OCTOBER 4, 2023 MEETING MINUTES

There being no objections, the minutes of the October 4, 2023 meeting were approved 2-0.

2024 BUDGET DISCUSSION

Mr. Walters noted that the big item for the Planning & Zoning budget is that they re-budgeted for 2024 the Zoning Code rewrite services. For 2023, \$100,000 was budgeted and they increased it for 2024 to \$130,000, Ms. Rathburn added. Mr. McCarthy and Mr. Kuhlman agreed that nothing stood out to them. Mr. Walters stated that everything else is standard procedure.

Mr. Kuhlman asked Mr. Walters to elaborate on the \$50,000.00 budgeted for special projects such as survey, renderings, and design. Mr. Walters responded that it was his way to have resources available for economic development. Mr. Walters and Ms. Rathburn will provide the Committee further information on what types of expenditures have occurred.

Mr. Kuhlman asked if anything is used as a placeholder that does not need to be a placeholder on the budget. Mr. Walters responded that they have never operated that way in his department and they try to clear obsolete things. Mr. McCarthy noted that the Committee will keep this on the agenda for next month for final review of the budget.

ZONING CODE RFP UPDATE

The City's RFP for a Zoning Code update generated only one response from McBride Dale Clarion, based in Cincinnati, but it does look like a quality proposal. Mr. Walters stated that he had reached out to two other different firms individually to submit a proposal and did not hear back from either, but will follow up with them again. Mr. McCarthy asked if we needed to rethink the dollar amount before another RFP is issued. Mr. Kuhlman stated that this project is long overdue, but would much prefer the City have multiple proposals to look at. He added that since we only have one proposal, we should reach

out to the cities listed as references in the McBride proposal and their Zoning departments to hear about their experiences with McBride.

CODE AMENDMENT DISCUSSION - OHIO ISSUE #2

Mr. Walters explained that several years ago the City dealt with medical marijuana and now there is Ohio Issue #2, which is in regards to legalizing recreational use of marijuana. He added that the Planning & Zoning division is not immediately prepared to deal with that under the current Zoning Code and may need to do an amendment for cultivation or retail sales of recreational marijuana. Mr. Kuhlman said that the City should be ready to identify areas for permissible use and one zone might be on State Route 25, so the City gets the tax dollars for it. Mr. Easterling agrees and added that it would not go into law right away and the City should not miss out on those tax dollars.

Mr. Kuhlman added that Route 25 will be unique because there is acreage with business frontage and some areas to cultivate behind. Mr. McCarthy wants to learn more about Issue #2 and thinks that, if it passes, we cannot just zone it out of existence. Mr. Kuhlman stated that he would much rather just embrace it, if it passes.

OTHER BUSINESS

Lisa Smith, 28543 Stone Croft Road, has concerns about the 577 Foundation requesting to add a parking lot that would back up to Stone Croft. She lives at one of the four properties that backs up directly to the proposed parking lot and asked for an update on the issue. Mr. Walters explained that the entrance drive at the 577 Foundation is actually city right of way down to the Maumee River. The City Engineer was tasked with getting some cost estimates to improve the road and Mr. Walters does not know what that will look like.

Ms. Smith asked if the City would be paying for a parking lot for the 577. Mr. Walters responded that anything that would be built is within the public right of way and it is not exclusive to the 577, but nothing has been decided yet. She questioned why it needs to be a paved road and have two way access. Mr. Easterling responded that if the City needs to service something at the back of the property and there is 577 traffic, one of them would have to veer off of the road to let the other pass. Mr. Kuhlman noted that there is an obligation to make it so traffic can flow because it is a right of way.

Mr. McCarthy wants to make sure there is a mechanism to notify the residents on Stone Croft, if it moves onto the consideration stage. Mr. Walters responded that the 577 is very committed to working with the neighbors and this will not be done under the veil of secrecy. Mr. McCarthy stated that there is not presently a timeline and it is very much in the formative stages. He added that if the City is considering undertaking some larger scale project, more than simply fixing the right of way, the City will make certain it notifies the residents of Stone Croft along with the 577 Foundation.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:17 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Timothy C. McCarthy". The signature is written in a cursive style with a large, stylized 'T' and 'M'.

Tim McCarthy, Chairperson
Planning and Zoning Committee

Next meeting: Wednesday, December 6, 2023 at 5:30 p.m.