Minutes of Perrysburg Planning and Zoning Committee

Meeting Held December 6, 2023

CALL TO ORDER - 5:30 PM

The meeting was called to order at 5:30 p.m. by Chairperson Tim McCarthy.

ROLL CALL

Committee members present were Barry VanHoozen, Cory Kuhlman, and Tim McCarthy. Also present were Joe Fawcett, City Administrator, Brody Walters, Planning and Zoning Administrator, and Mark Easterling, Deputy Planning and Zoning Administrator.

CITIZEN'S CONCERNS

Timothy Scott, Owner of TrueREST Float Spa at Levis Commons, received a notification from the Levis Commons ARC that there was a problem with their window vinyls. He has been in business there for six years and they received permission from the landlord for their window vinyls when they updated them last year. Mr. Scott is concerned as a citizen and business owner because when someone starts a business in the City, there is no rule book. He spoke amicably with Mr. Walters before the meeting and Mr. Walters explained the process to him. Mr. Scott intends to submit something to the ARC.

Mr. Walters explained to the Committee that any improvements in Levis Commons have to go through the ARC. Mr. Easterling further explained that the sign code states that only 25% of the windows can be signage space. Mr. McCarthy noted that they need to think about in a broader context how a new small business owner can get started, so they know what to do. Mr. McCarthy is happy that Mr. Scott took the time to come by tonight and inform them of this.

APPROVAL OF NOVEMBER 1, 2023 MEETING MINUTES

There being no objections, the minutes of the November 1, 2023 meeting were approved 3-0.

APPOINTMENT OF BILL WILLIAMS TO BOARD OF ZONING APPEALS

The Committee agreed 3-0 to recommend the appointment of Bill Williams to Board of Zoning Appeals.

APPOINTMENT OF TRAVIS WOLFINGER TO BOARD OF ZONING APPEALS

Mr. McCarthy requested to adjourn to Executive Session to discuss the appointment of Travis Wolfinger to Board of Zoning Appeals. Seconded by Mr. Kuhlman.

The Committee adjourned to Executive Session at 5:44 p.m.

The Committee returned from Executive Session at 5:53 p.m.

The Committee agreed 3-0 to recommend the appointment of Travis Wolfinger to Board of Zoning Appeals.

APPOINTMENT OF CATHERINE (KATE) FRENCH TO HISTORIC LANDMARKS COMMISSION

The Committee agreed 3-0 to recommend the appointment of Catherine (Kate) French to the Historic Landmarks Commission.

2024 BUDGET DISCUSSION

The 2024 Budget was passed last night at City Council.

ZONING CODE RFP UPDATE

Mr. Walters explained the City has one proposal for the Zoning Code update and he shared the reference check feedback that he received, which was overwhelmingly positive. He is more comfortable with the firm and receiving only one RFP than he was prior to those reference checks. Mr. Fawcett agrees with what Mr. Walters said. He noted that getting one proposal is less than ideal, but the reference checks seem to work out. Mr. Fawcett stated that if Mr. Walters feels comfortable recommending this firm, he stands by his recommendation.

Mr. Kuhlman stated that he is pushed towards going with them due to timing because this has been overdue. Mr. VanHoozen is driven by the quality of the referrals and the fact that they want to, so they do not have to go begging. Mr. McCarthy agrees with Mr. Kuhlman and Mr. VanHoozen. He is comfortable going with them and getting this kicked off and running. There being no objections, this is being recommended 3-0 to City Council.

CODE AMENDMENT DISCUSSION - OHIO ISSUE #2

Mr. McCarthy stated that most of the emails he has received are concerned about the home cultivation piece of Ohio Issue #2. Mr. Walters asked if the goal is to prohibit it, strategically allow, or to openly allow it. Without having a clearly defined prohibition against it, he does not want to be in a situation where we are forced to accept it, if it is not something that the City wants. Mr. McCarthy's goal is to follow the law. Mr. Kuhlman stated that there is going to some sort of legalization recreationally that occurs and the City can plan for that component.

Mr. Kuhlman noted that State Route 25 is good for retail and for growing facilities, keeping it away from historic downtown. Mr. Easterling suggested planned business parks because the regulations are stricter, and you will not have bright lights or obnoxious signage. Mr. Kuhlman would like to look into the way in which edibles and pens are presented, so that they are not geared towards kids in any way. Mr. VanHoozen encouraged Administration to be engaged across the state, since everyone is having a similar conversation.

Mr. Fawcett is contacting his counterparts in Bowling Green and Rossford, so the City has a general idea of what they are thinking. Mr. Kuhlman is happy to meet with Mr. Walters and to help sponsor a strategic plan to roll it out. Mr. Kuhlman will need this on the agenda for Personnel in the new year, as they need to revisit some of their conduct codes.

Mr. VanHoozen left the meeting at 6:31 p.m.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:33 p.m.

Respectfully submitted,

Timothy C. McCarthy

Tim McCarthy, Chairperson
Planning and Zoning Committee

Next meeting: TBD