**Minutes of Perrysburg Planning and Zoning Committee**

**Meeting Held June 25, 2024**

## CALL TO ORDER - 5:00 PM

The meeting was called to order at 5:01 by Chairperson Tim McCarthy.

## ROLL CALL

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

## CITIZENS' CONCERNS

None.

## APPROVAL OF MAY 28, 2024 MEETING MINUTES

There being no objections, the minutes of the May 28, 2024 meeting were unanimously approved.

## SUBMITTAL OF PLANNED UNIT DEVELOPMENT (PUD) FOR COVENTRY POINTE NORTH

Mr. Walters stated that the property is 78 acres located on Fort Meigs Road, west of Perrysburg High School, south of the Redwood Apartment complex. The Planning Commission has determined that the plan does meet the requirements for a PUD, and they have recommended by a 6-0 vote for conditional approval of the plan.

Mr. Walters said that the Planning Commission had seven conditions that they included in their recommendation, and the applicant has complied with all of the conditions. He said that City Council can either accept or reject the plan. If approved, the conditions required by the Planning Commission and City Council will be memorialized in an agreement with the applicant.

Steve Mitchell, the applicant, was in attendance. Mr. Mitchell said that this project started in 2022 when they annexed 68 acres into the City, at which time they already owned the other ten acres. The property was assigned R-3 zoning in December of 2022. He said that they have reduced the number of units by 30 and consolidated the open space. He said that 20% of the property, excluding the pond, is open space, and they will be installing a 10' wide 1.1 mile bike path, which is a continuation of the bike path at Coventry Pointe. He hopes the bike path can continue when the property to the south is developed. He said that the bike path will run behind four properties that are not in the City. He said that he has spoken to two of those property owners and one of them wants to tie into water and sewer, and they will make the service available to them.

Mr. McCarthy asked what a villa lot is. Mr. Mitchell explained that a villa lot is a smaller lot and they will have their own association and pay a monthly fee. He said that they are

targeting empty esters who don't want to do maintenance. Mr. McCarthy asked if this is all single-family, and Mr. Mitchell said that the area shown in yellow on the map would be multi-family.

Mr. Kuhlman said that he loves the conditions added by the Planning Commission. Mr. VanHoozen stated that Mr. Mitchell has been doing great work for years. He expressed his concerns about the impact on the schools. Mr. Mitchell said that he understands his concerns, but if this property were developed as an R-3 single family development, it would have a much bigger impact on the schools. He said that it will probably be built out over ten to twelve years, and the single family area will be the last developed. Mr. Kuhlman acknowledged the issue with the schools, but said that stopping development isn't the answer. Mr. McCarthy said that this is a well done development and he will be supporting it. The Committee agreed 3-0 to recommend approval to City Council.

**CODE AMENDMENT CHAPTER 1250.51(I) - TEMPORARY WAIVER OF SIDEWALK REQUIREMENT**

Mr. Effler explained that this Code Amendment would put into place a process for something the City does not have the ability to do right now. The Code requires that when a driveway is installed, whether new or replacement, that a sidewalk must be installed through the driveway. In certain areas of the City, there are topographical reasons that a sidewalk can't be installed, or there may be no sidewalks in the area so the sidewalk would lead to nothing.

This Code Amendment would allow a resident to apply for a temporary waiver from installing a sidewalk through their driveway until such time that sidewalks are installed in the subdivision or across the property. The resident will be required to record the waiver with the Wood County Recorder and provide proof of the recording to the City. Mr. VanHoozen asked if the waiver will follow the property, and Mr. Effler said it would.

The Committee agreed 3-0 to forward this on to City Council. Mr. Effler said that they are requesting this be passed as a non-emergency so it will be in place by August 1.

**OTHER BUSINESS**

Mr. Kuhlman called attention to an email he received from a resident who lives next to a property on Grogan Drive, and asked Mr. Walters to comment on it. Mr. Walters stated that the property in question is at the end of Grogan Drive, and the City went through a lengthy legal process, and the owner was found guilty of a property maintenance violation. At that time, the property owner brought the property into compliance.

Mr. Walters said he visited the property earlier in the day, and it is fair to say that the property owner has slipped a little. He said that he is in violation of storing junk vehicles because there are vehicles with expired tags or flat tires. He said that he spoke to the property owner by phone to tell him that he needs to resolve the issue, and he will follow up with him in a more formal manner by sending a letter. Mr. Walters explained that as part of the legal process the property owner had to pay approximately $12,000 for the

City's legal fees, and an $8,000 fine was suspended as long as he kept the property in compliance.

Mr. Walters pointed out that the property owner has been cooperative and he would like to give him the opportunity to resolve the issues before going back to court. Mr. Walters noted that this is an industrial property that was annexed, and our goal is to keep it clean and tidy, not to restrict his business. Mr. McCarthy agreed that if the property owner has worked with us in the past, it is preferable to try and work with him to get the issues resolved quickly. Mr. Kuhlman asked that Mr. Walters or Mr. Easterling respond to the resident who sent in the complaint.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 5:43 p.m.

Respectfully submitted,

Tim McCarthy, Chairperson
Planning and Zoning Committee

The next meeting is scheduled for Tuesday, July 23, 2024.