

PLANNING COMMISSION MEETING

January 30, 2025

Rob Vela called the meeting to order at 7:0 p.m. Commission members present were Greg Bade, Mathew Beredo, Andy Lorenz, Mayor Mackin, Rob Vela, and Becky Williams (6). Megan Wolfinger was absent (1). Brody Walters, Planning & Zoning Administrator, and Mark Easterling, Deputy Planning & Zoning Administrator, were also present.

ELECTION OF CHAIRPERSON & VICE-CHAIRPERSON

Ms. Williams nominated Mr. Vela to be Chairperson. Seconded by Mayor Mackin, and the nomination was unanimously approved (6-0).

Ms. Williams nominated Mr. Lorenz to be Vice-Chairperson. Seconded by Mayor Mackin, and the nomination was unanimously approved (6-0).

APPROVAL OF MINUTES

Mr. Lorenz moved to approve the December 12, 2024 meeting minutes as written and seconded by Mr. Bade. Ayes: Bade, Beredo, Lorenz, Mackin, and Vela (5). Nays: (0). Abstain: Williams (1).

ADMINISTRATOR'S REPORT

No report.

***Special Approval Use
Forte Music School
210 E. South Boundary***

APPLICANT/OWNER/DEVELOPER

Virgil Lupu
PO Box 1433
Toledo, OH 43603
virgillupu@hotmail.com

Forte Music School
3208 W. Sylvania
Toledo, OH 43613

REQUEST

Chapter 1225.08 – Land Use and Base Zoning District Table
Chapter 1235.02(d) – SAU – Standards
Chapter 1235.04(yy) – SAU- Institutional Use
Chapter 1215.02(44) - Commercial School
Chapter 1225.06 – Unlisted Uses

PROPERTY LOCATION & DESCRIPTION

Location: The subject property is located on the south side of E. South Boundary, immediately west of Witzler-Shank-Walker Funeral Home. This property is currently vacant and was previously occupied by the YMCA for childcare services.

Property Size: approximately 2.41 acres

Parcel(s): Q61-400-080101003000

Zoning: INS – Institutional

BACKGROUND

Forte Music School currently operates in Toledo, Ohio, and has applied to be considered for use at the subject property. The property has changed its use over the years but was most recently a church followed by an offshoot of the YMCA. The applicant has expressed an interest in expanding the current use of the building beyond individualized music lessons with activities including but not limited to yoga/Pilates, Gymnastics, art classes, karate, sports, and physical education along with various STEM activities. The applicant describes the eventual use of the property as an Arts Center.

ANALYSIS

The application as received has selected “institutional use” as the identified use category.

The definition of institutional use is: A use that provides a public service and is operated by a Federal, State, or local government, public or private utility, public or private school or college, tax-exempt organization, and/or a place of religious assembly. (Ord. 124-2011. Passed 6-21-11)

The Planning and Zoning office is not fully convinced that the proposed use(s) satisfy the above definition to qualify for a special approval use. By definition, the use(s) may more closely be described by the definition of “commercial schools.” Unfortunately, commercial schools are not currently permitted in the existing zoning category.

Commercial Schools are defined as schools operated for profit such as business schools, training schools, schools for trade, real estate, training, and similar schools but not including

The Planning and Zoning office is also willing to acknowledge that the proposed group of uses is somewhat unique and may not be properly captured by any of the existing use categories. In situations where uses cannot be properly categorized into an existing category, the Planning Commission is authorized to classify the new or unlisted use into an existing land use category that most closely fits the new or unlisted use. If no similar use determination can be made, the Planning Commission may initiate an amendment to the text of the Zoning Code.

Institutional Use = may be permitted with Special Approval use

Commercial School = not permitted in the INS zoning district

The institutional Special Approval Use includes both “general conditions” from Ch. 1235.02(d) and a set of “specific conditions” from Ch. 1235.04(yy) as outlined below.

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(yy)

Institutional Uses: The Special Approval Use is intended to promote the design and development that is built to human scale, encourage attractive street fronts and accommodate pedestrians while also accommodating vehicular movement. It is desirable that there be a base level of quality architecture of scale, color and material that will allow a project to blend into its setting and build upon the existing aesthetic identity of an area. Building shapes can be articulated to provide a sense of human scale at the ground level that is inviting to the public through the application of horizontal and vertical patterns expressed by architectural features such as cornices, columns, windows, doors or variations in massing.

Review and approval is intended to permit flexibility in site development and in the design and arrangement of buildings. In addition, it is intended to protect the integrity of adjacent neighborhoods while creating efficient, functional and attractive areas that incorporate a high level of amenities and meet public objectives for protection and preservation of Perrysburg's neighborhoods. The provisions are intended to ensure appropriate uses and structure within institutional areas and between institutional areas and areas adjacent to them. The provisions are specifically intended to:

- maintain the integrity of existing residential neighborhoods and protect such areas from the adverse land use impacts sometimes associated with institutional uses;
 - ensure safe and adequate pedestrian and vehicular movements;
 - offer predictability for institutions as they contemplate expansion and improvement efforts; and
 - offer a predictable framework for the City in its efforts to make sound public investment decisions.
- (1) It is consistent with adopted plans of the City and the stated purposes of this Zoning Code.
 - (2) Complies with all applicable standards of this Zoning Code.
 - (3) Will not result in significant adverse impacts to other property in the vicinity of the subject property or to the natural environment.
 - (4) Any differences in appearance or scale from the surrounding area will be mitigated through setbacks, screening, landscaping or other design features.
 - (5) Has adequate mitigation measures for any other identified adverse impacts.
 - (6) Uses shall be subject to site plan review to assure compatibility with surrounding areas.
 - (7) An such use shall be so located and developed so as not to create a nuisance to abutting property, and so as to be neither injurious to the surrounding neighborhoods nor contrary to the spirit and purpose of this Zoning Code.
 - (8) All buildings shall be harmonious in appearance with the surrounding area and shall be similar in design and appearance to other buildings on the same development site.
 - (9) Lighting of outdoor activities shall be shielded from adjacent residential areas.

- (10) No building or outdoor storage area shall be closer than fifty (50) feet to any property or street right-of-way line.
 - (11) Facilities shall provide off-street parking and passenger loading areas at least twenty-five (25) feet from residential lot lines.
 - (12) Will not have significant adverse impacts on the livability of nearby residential property due to: noise, glare from lights, late-night operations, odors, litter, privacy, traffic and other safety issues.
 - (13) After review, the Planning Commission shall make a recommendation to the City Council. City Council shall hold a public hearing with respect to the proposed use, in accordance with the same procedures as provided for in Chapter 1285, shall review and decide whether or not the use will be permitted in accordance with the criteria of this Zoning Code and the procedures of Chapter 1285. City Council may require an agreement between the City and the applicant in order to guarantee specified improvements and City Council may impose fees and/or require escrows related to the project.
- (Ord. 150-2007. Passed 10-2-07.)

RECOMMENDATION

The Planning and Zoning Administrator has reviewed the application for Special Approval Use and recommends that the Planning Commission begin by considering the applicant's request of classification as an "institutional use" to determine if that or a "commercial school" is the most appropriate designation. If it is determined to be an "institutional use," the recommendation would be to recommend approval to city council of the use. If it is determined to be a "commercial school" the use would not be permitted, and the Planning Commission would need to indicate their recommendation for or against a future code amendment to allow "Commercial Schools" in INS zoning districts.

Depending on the outcome of the classification process a Public Hearing may be scheduled for March 4, 2025, at 5:55 pm.

Mr. Walters reviewed the above Staff Report regarding the Special Approval Use for Forte Music School at 210 E. South Boundary Street. Virgil Lupu, Forte Music School, was present. Ms. Williams referenced Chapter 1220.07, which was related to the Institutional District; there was also further discussion amongst the Commission about land use types: Community Recreation and Commercial Schools. Mr. Walters noted that the building is currently vacant and that a Special Approval Use is necessary for the activities within the space. Mr. Easterling confirmed that calls from the neighbors had not been received.

Barbara Wilch, 201 E. South Boundary Street, was present and asked how much space Forte Music School will operate out of the building. Mr. Lupu stated about 60% music and the remainder will be everything related to the arts.

Mr. Lorenz motioned to recommend approval to City Council of the Special Approval Use for Forte Music School at 210 E. South Boundary Street as submitted, and that a Public Hearing be set for March 4, 2025, at 5:55 p.m. before City Council. Seconded by Mr. Bade, and the recommendation was unanimously approved (6-0).

***Site Plan Amendment
St. Timothy's Episcopal Church (trash receptacle location)
871 E. Boundary Street***

APPLICANT/OWNER/DEVELOPER

Eric Craig
Buehrer Group Architecture & Engineering, Inc.
314 Conant Street
Maumee, OH 43537
eric.craig@buehrergroup.com

REQUEST

Chapter 1250 – Site Design Standards
Chapter 1260.05 – Preliminary Site Plan Review
Chapter 1260.08 – Final Site Plan Review
Chapter 1260.18 – Site Plan Amendment

PROPERTY LOCATION & DESCRIPTION

The project site is located on the east side of East Boundary Street, south of White Road and north of Bexford Drive. The site consists of approximately 5 acres of land of which 3.9 acres are zoned INS-Institutional and 1.1 acres are zoned R-3 Single Family Residential.

Adjacent zoning:

North – R2 (Single Family Residential)
East – R3 (Single Family Residential)
South – R3 (Single Family Residential)
West – R3 (Single Family Residential)

BACKGROUND

This property underwent a Preliminary and Final Site Plan review on December 7, 2023. Work has commenced on the project. The extent of the amendment is to relocate the trash receptacle from the area near the new/renovated clothesline building to an area on the north side of the parking lot closer to the main church building. The amendment only proposes moving the trash enclosure to the west and reclaiming the original trash enclosure location with grass.

ANALYSIS

Due to the recent review by the Planning Commission for this site, there are no outstanding deficiencies with the site plan. After reviewing the included documents illustrating both the original and proposed locations for the dumpster, it has been determined that both are compliant with the requirements of Chapter 1250.57. No other aspects of the previously approved site plan are affected by this addition, other than the conversion of the previously proposed location back to green space.

General Engineering – Due to the minor nature of the changes and the overall reduction in impervious area, no additional review of the construction plans, as it relates to this amendment, will be necessary.

RECOMMENDATION

The Planning and Zoning Administrator recommends approval of the Final Site Plan Amendment as submitted for St. Timothy's Episcopal Church (trash receptacle relocation) at 871 E. Boundary Street.

Mr. Walters reviewed the above Staff Report regarding the Site Plan Amendment for St. Timothy's Episcopal Church (trash receptacle relocation) at 871 E. Boundary Street. Steve Weiser, St. Timothy's Episcopal Church, was present. There was a brief discussion about refuse truck access to the dumpster enclosure and Mr. Weiser said that there will be open gated doors on the enclosure. Mr. Walters noted that several calls from neighbors had been received, but they were understanding once they learned of the request.

Ms. Williams motioned to approve the Site Plan Amendment for St. Timothy's Episcopal Church (trash receptacle relocation) at 871 E. Boundary Street as submitted. Seconded by Mr. Lorenz, and the application was unanimously approved (6-0).

Preliminary & Site Plan

Pride One Construction

Parcel Q61-400-300000005000 (o N. Dixie Highway)

APPLICANT/OWNER/DEVELOPER

Ben Weinerman
Pride One Construction
2211 Medina Rd. STE 100
Medina, OH 44256

American Title Agency

125 E. Court St.
Bowling Green, OH 44256

REQUEST

Chapter 1260.05 – Preliminary Site Plan Review
Chapter 1260.08 – Final Site Plan Review
Chapter 1250 – Site Design Standards

PROPERTY LOCATION & DESCRIPTION

The subject property is located near the southeast corner of the intersection of Five Point Road and Dixie Highway behind the electrical substation, west of St. Clair Commons and north of St. John XXIII. The site is comprised of approximately 24.3 acres. The zoning on this parcel is split into two categories. There are 6.88 acres of C-4 (highway commercial) along North Dixie Highway on the west side of the parcel and the remaining 17.42 acres are zoned RM (Multiple Family Residential). The applicant would like to construct a multi-family residential complex consisting of 126 units (25 buildings).

Adjacent zoning:

North – Perrysburg Township Agricultural Uses

East – RM (Multiple Family Residential)

South – INS (Institutional Uses)

West – C-4 (Highway Commercial), OS (Office and Service), R-1(Single Family Residential, RM (Multiple Family Residential)

ANALYSIS

Land Use – The proposed use has been reviewed and determined to be “Multiple Family Dwellings” and is a permissible use by right in RM zoning districts.

Dimensional Standards – The proposed site plan shows 25 multi-family buildings across a single parcel. The required setbacks are as follows:

Front Yard – 25’

Rear Yard – 30’

Side Yard (min.) – 15’

Max Height – 45’

The Site Plan meets and exceeds the minimum setback distances required.

Access – The proposed project has three points of access to the property. The main drive would be directly on Five Point Road with an emergency access drive connecting to St.

Clair Commons and a drive that would connect to the future commercial properties on the western side of the parcel.

Parking – The proposed site plan indicates a total of 126 (1 per unit) driveways and attached garages for each unit. There are also 35 guest parking spaces (1 per each 3.6 units). The guest parking spaces are shown at 10'x20' with the driveways shown at approximately 20'x20'.

Landscaping – The overall site (the area of the site minus the parking lot area) is required to provide at least eight (8) percent of its area as intentional landscape. Turf grass is not considered an intentional landscape. The applicant has provided a Landscape Plan with detailed calculations that were completed by a landscape architect. This plan shows a total site area calculation (minus parking areas) of 758,815.2 SF of which 303,670.5 SF is shown to be landscaped. This equates to forty (40) percent of the site being landscaped.

Parking Lot Landscape – The code generally requires parking areas of project sites to be landscaped in accordance with a minimum percentage. The minimum percentage in RM zoning districts is 6%. The proposed plan shows 48,433 SF of parking area. With the overall landscaping shown as 32% higher than what is required, the applicant would dedicate 2,905.98 SF of the total 303,670.5 SF to meet the minimum requirement.

Street Trees – A Street Tree Plan will be created for this property by the City's Street Tree Commission. The quantity of trees is determined by taking the frontage of the parcel, subtracting 35' (allowable driveway width), and dividing that length by 40' (the average spacing of street trees). The Commission has the right to waive the Street Tree Requirements due to lack of space in the tree lawn, overcrowding, and above-head power lines.

Signage – A full review of signage will be conducted by the Planning and Zoning Division before the issuance of permits. The current sign code allows for variances to address height restrictions as well as size restrictions but no allowance for increasing the quantity of signs is available.

Lighting – A Lighting Plan schedule and photometric has been provided. The site features wall-mounted LED wall sconces and ceiling lighting for entrances and rear patios for each unit. All lighting is restricted to the area around each unit with no light spillage outside of the property. A light will be required at the entrance drive along Five Point Road.

Building Materials and Elevations – There are no material percentage requirements for the Multiple Family Residential Districts. Chapter 1250.481(e) states that roof lines shall provide variations to reduce the massive scale of these structures and add visual interest. Roof lines shall have a change in height every 100 linear feet in the building length. Parapets, mansard roofs, gable roofs, hip roofs, or dormers shall be used to conceal flat roofs and rooftop mechanical equipment from the public view. All proposed buildings exceed 100' without changing the rooflines.

Sidewalks – Public sidewalks are shown across the front of the property and are interconnected to each building. The sidewalk is not shown through the entrance drive along Five Point Road and would need to be installed.

Waste Receptacles – The site consists of private streets and would service each unit individually with a private service.

Traffic Impact – Chapter 1255.04 states that the Planning Commission may require a traffic impact study to be completed for any use that is expected to generate over one hundred (100) directional trips in any peak hour or over seven hundred fifty (750) directional trips in an average day. The applicant provided a preliminary traffic analysis utilizing the Institute of Transportation Engineers Trip Generation Manual. The calculation shows a maximum of 215 trips per day.

General Engineering – The applicant shall submit and obtain City of Perrysburg Construction Review approval (minor review) from the City of Perrysburg Engineering Department prior to the issuance of a Zoning Permit.

RECOMMENDATION

The Planning and Zoning Deputy Administrator recommends conditional approval of the Preliminary and Final Site Plan for the Pride One Multi-Family Development at 0 North Dixie Highway (Q61-400-300000005000) with the following conditions:

1. Building elevations are resubmitted to the Planning and Zoning Division showing variations in the rooflines for all buildings.
2. The parcel is split from the commercially zoned portion on the western side of the property, assigned a new parcel number from the Wood County Auditor, and it is recorded with Wood County Recorder.

Mr. Easterling reviewed the above Staff Report regarding the Preliminary & Final Site Plan for Pride One Construction along N. Dixie Highway (Parcel Q61-400-300000005000). Ben Weinerman, Pride One Construction, was present and added that the proposed units are luxury and age-restricted. He added that they will have regular programs featured through the clubhouse, that there will not be dumpsters as there will be individual trash pickup, and that they are working on an easement agreement. Mr. Bade asked if there would be emergency access with St. Clare Commons in relation to the future commercial development. Mr. Weinerman noted that there will be a fifty (50) foot buffer between the existing nearby transformer and this development; he also confirmed that there will be a lot split submitted towards the closing of the property between the RM and C4 zoned acres.

Dave Baz, 1822 Horseshoe Bend Drive, was present and added that the schools can't handle more kids.

Sue Moenter, 585 E. Second Street, was present and said that she has seen the development happening and that she is supportive of the schools.

Mr. Walters clarified that it has already been determined that Pride One Construction has met the development standards for this property.

Mr. Lorenz made a motion to grant conditional approval of the Preliminary & Final Site Plan for Pride One Construction along N. Dixie Highway (Parcel Q61-400-300000005000) with the following condition:

1. The parcel is split from the commercially zoned portion on the western side of the property, assigned a new parcel number from the Wood County Auditor, and it is recorded with Wood County Recorder.

Seconded by Ms. Williams. Ayes: Bade, Beredo, Lorenz, Mackin, and Williams (5). Nays: Vela (1).

***Final Site Plan
Tri-State Forest Products
13100 & 13010 Eckel Junction Road***

APPLICANT/OWNER/DEVELOPER

Project Name: Tri-State Forest Products Final Site Plan

Location: 13010 & 13100 Eckel Junction Road

Zoning: I-2 (General Industrial)

Applicant(s): Doug Smith, Manager – Tri-State Forest Products

Tom Yurysta, P.E. – Proudfoot & Associates

Land Use: Sale & Storage of Building Materials

Parcel(s): Q61-100-654406005000 and Q61-100-654406004000

Request: Final Site Plan Review

Land Use		Permitted	Special Approval	Not Permitted
1225.08	Land Use Type	x		
Parking		Compliant	Non-Compliant	Not Applicable
1250.05(c)	Wheel Stops	x		
1250.06(a)(5)	Parking Lot Screening (near residential)			x
Landscape		Compliant	Non-Compliant	Not Applicable
1250.11	Planting Plan		x	
1250.11(a)(1)	Landscape Architect (stamp/sign)		x	
1250.11(a)(3)	Planting Schedule		x	
1250.13(g)	Tree size (8' height, 2 ½" caliper min)	x		
1230	Minimum Landscape Percentage of parcel		x	
1250.18(a)	Min. Landscape Percentage of Parking Lot (6%)		x	
1250.17(b)	Parking Lot landscape primarily shade trees		x	
1250.19(c)	1 tree for each 8 parking spaces	x		

1250.19(d)	Shade trees located in islands		x	
1250.20(d)	Hedge within 10' landscape (min 1.5' height)		x	
1250.27	Berms/Earth Mounds (if required)			x
1250.42	Fence/Screen Requirement (height & location)			x
1250.43	Lighting (height & direction)			x
Building Design		Compliant	Non-Compliant	Not Applicable
1250.44	Screening of Rooftop Mechanicals	x		
1250.48	Building Material (allowable percentages)		x	
1250.481(a)	Customer entrance facing each street frontage	x		
1250.481(b)	Recesses/projections if > 100' in length		x	
1250.481(d)	Facade to have color/texture/material change	x		
1250.481(e)	Rooflines to change at least every 100'		x	
1250.481(f)	Facade colors – low reflectance and neutral	x		
1250.481(g)	Building trim to be non-illuminated	x		
Drives & Access		Compliant	Non-Compliant	Not Applicable
1250.51(a)(3)	Driveway grade less than 10%	x		
1250.53	Deceleration Lanes if use > 1,000 trips per day			x
Dumpster		Compliant	Non-Compliant	Not Applicable
1250.57	Waste Receptacle – design/materials			x
Acc. Buildings		Compliant	Non-Compliant	Not Applicable
1250.61(d)	Acc. Building – Height (20' or main structure)			x
Traffic Study		Compliant	Non-Compliant	Not Applicable
1255.04	Traffic Study – if more than 100 trips/peak Hr.			x
1255.04	Traffic Study – if more than 750 trips per day			x
Miscellaneous		Compliant	Non-Compliant	Not Applicable
1260.15(a)(2)	Existing landscape preserved (as possible)			x
1250.26	Wall Location (if required)			x

Notes:

1. A landscape planting plan designed by a landscape architect has not been provided for this site.
2. The overall landscape percentage of the lot and the parking area has not been calculated. The minimum intentional landscape area is required to be at least 10% while at least 6% of the parking area must be landscaped.
3. The parking lot landscaping includes exclusively arborvitae which is not considered a shade tree.
4. Landscape strip along EJR is less than the required 10' width.
5. Building material percentages have not been calculated for this application but initial calculations indicate that the proposed metal siding exceeds the 75% allowable due to the Wainscott only being 40" in height.
6. The proposed building is 175' long and does not feature any variation in the roofline or have recesses or projections.
7. Other deficiencies with the current site exist due to its age and annexation into the city. Existing buildings also do not meet building material standards and the landscape on site does not currently meet the minimum standard.
8. The eastern drive is not proposed to be closed as the applicant is requesting permission for that to remain.

RECOMMENDATION

No recommendation provided.

Mr. Walters reviewed the above Staff Report regarding the Final Site Plan for Tri-State Forest Products at 13101 and 13100 Eckel Junction Road. Tom Yurysta, Proudfoot Associates, and Doug Smith, Tri-State Forest Products, were present. Mr. Yurysta noted that they gained BZA approval for the timber frame storage building, which is 83% metal siding; he stated that they will raise the Wainscott percentage for compliance. He added that they are asking for relief for Note #6 and the parking lot landscaping. Mr. Smith noted that they are demolishing an old shed and replacing it. There was further discussion about the eastern driveway and Mr. Yurysta said that it's needed as an emergency drive, noting that it has existed for forty years. Mr. Smith added that the two properties that encompass Tri-State Forest Products are two separate parcels. The Commission further discussed landscaping and agreed that additional landscaping is needed on-site. Mr. Easterling noted that the neighboring property, Ohio CAT, called the office for more information for this submission.

Mr. Vela motioned to recommend conditional approval of the Final Site Plan for Tri-State Forest Products at 13101 and 13100 Eckel Junction Road, with the following conditions:

1. The Wainscott building material percentage be raised to 45" in height.
2. Variance given for the 100' run roofline.
3. Continue the east entrance drive as an emergency.
4. Provide landscaping of eight (8) Firs along the east side of the property and four (4) Firs along the northern property line.

Seconded by Ms. Williams, and the conditional approval was unanimously approved (6-0).

Rezoning Request

OS (Office and Service) to C4 (Highway Commercial)

Matt Temby

13103 and 13125 Roachton Road

Including Parcel Q61-100-240000006000 (o Roachton Road)

APPLICANT/OWNER/DEVELOPER

Matt Temby
4401 Gulf of Mexico Dr. Unit 807
Longboat Key, FL 34228

REQUEST

Chapter 1285- Changes and Amendments

PROPERTY LOCATION & DESCRIPTION

The proposed project site is located on the south side of Roachton Road just west of the intersection of Steeplechase Lane and Roachton Road. This property is immediately north of the Horseshoe Bend Subdivision. The parcels included in this request are: Q61-100-240000006000, Q61-100-240000005500, and Q61-100-240000005002 which together are approximately 2.49 acres currently zoned OS (Office and Service).

Adjacent zoning:

1. North: "PBP" Planned Business Park
2. East: "R-3" Single Family Residential
3. South: "R-3" Single Family Residential
4. West: "RM" Multiple Family Residential

BACKGROUND

This property has been zoned OS (Office and Service) for many years. OS is perhaps one of the rarest and most restrictive zoning classifications available. Due to the uniqueness of uses that are permitted to exist in the OS zoning category, this property has not drawn the same development attention that similarly situated properties nearby have over the years. The owner would like to rezone the property to C-4 Highway Commercial.

ANALYSIS

The Land Use Plan designates the area as Village Mixed Use which is defined as a vertical and/or horizontal mix of uses, with high public and private realm features that promote walkability and social interaction. Within this area, you could expect detached and/or attached single-family residential, multi-family residential, retail, office, and public/semi-public spaces.

Per Ch. 1220.03, C4 zoning is defined as areas fronting on major highways and utilized for all types of businesses, especially those that serve the traveling motorist and patrons throughout the community.

The following uses are permitted uses or allowed with a Special Approval Use (SAU) within **C-4 Highway Commercial**.

Animal Services (outdoor)
Animal Services (indoor)

Automotive Oil and Lube Service Facilities
 Automotive Repair – General **(SAU)**
 Automotive Repair – Light
 Automotive Sales or Lease for New and Used Vehicles Outdoors **(SAU)**
 Auto Wash **(SAU)**
 Carry-Outs / Other Business, Alcoholic Beverages **(SAU)**
 Commercial Schools
 Drive-in Commercial Uses
 Entertainment and Spectator Sport Facilities
 Grocery Stores
 Gym/Fitness Facility
 Motels and hotels
 Neighborhood Business less than 10,000 SF
 Personal Services
 Printing
 Restaurant Carry-Out only
 Restaurant Drive In
 Restaurant Fast Food
 Restaurant Outdoor Café **(SAU)**
 Restaurant Full Service
 Retail Business less than 60,000 GSF
 Retail Business more than 60,000 GSF **(SAU)**
 Sale and Storage of Building Materials **(SAU)**
 Self-Service Storage **(SAU)**
 Service Station
 Shopping Center
 Hospitality Facilities **(SAU)**
 Transient Habitation **(SAU)**
 Repair Services, Consumer
 Nursery / Green House
 Medical Offices
 Medical Urgent Care Facilities
 Accessory
 Child Day Care Centers **(SAU)**
 Club, Lodges, Fraternal and Civic Assembly
 Essential Services
 Mortuaries / Funeral Homes **(SAU)**
 Part-Time Child Day Care Centers **(SAU)**
 Public and Private Schools **(SAU)**
 Public Service Facility
 Public/Private Utility
 Wireless Telecommunication Facility **(SAU)**
 Wholesale Business

The following uses are permitted uses or permitted with a Special Approval Use (SAU) within **OS**:

Apartments above 1st Floor **(SAU)**
Commercial School
Drive-In Commercial Uses **(SAU)**
Gym/Fitness Facility (<5,000 GSF)
Neighborhood Business less than 10,000 sq. ft. **(SAU)**
Office and Banks
Personal Services **(SAU)**
Printing
Repair Services, Consumer
Medical Offices
Accessory Building
Child Day Care Centers **(SAU)**
Club, Lodges, Fraternal and Civic Assembly
Essential Services
Parks and Recreation Facilities **(SAU)**
Part-Time Child Day Care Centers **(SAU)**
Public/Private Utility

RECOMMENDATION

The Planning and Zoning Deputy Administrator recommends that the Planning Commission not recommend approval of the zoning amendment from OS (Office and Service) to C4 (Highway Commercial) for the proposed parcels identified in the attachments of this report. Considering the land use plan, our office could not support C-4 Highway Commercial, but a mixture of zoning like that of the Pride One project in which the front portion of the parcel would be zoned as commercial (C-3 Community Shopping) with a buffer of R-5 (Two-Family/Duplex) zoning behind it. This would fit the most common zoning practices and advance the goals of the land use plan.

Further, it is recommended that a Public Hearing be set before the City Council for March 4, 2025 at 6:20 p.m.

Mr. Easterling reviewed the above Staff Report regarding the Rezoning Request from OS (Office and Service) to C4 (Highway Commercial) for 13103 and 13125 Roachton Road, including Parcel Q61-100-240000006000 along Roachton Road. Matt Temby was present via Teams and said that he has had several conversations with the Mayor and the Planning & Zoning Division regarding these parcels. He added that he is on board with Mr. Easterling's recommendation for C3 (Community Shopping) in the front and R5 (Two-Family) buffer in the rear, for the best use of the property. Mr. Walters clarified that the zoning classifications will follow the existing property lines and the Commission further discussed the best use of the parcels for zoning. Mr. Temby noted that he is trying to make this property a good use for a future developer and Mr. Easterling added that C3 zoning has to be a conforming lot. There was further discussion about conditional zoning with setbacks, and Mr. Bade noted that Mr. Temby needs to resubmit a clear application.

Lucas Budd, 3116 Steeple Chase Lane, was present and said that he is not in favor of C4 zoning for this property. He added that he would prefer a focus on a buffer between their residential neighborhood and this property. Mr. Budd added that there has been an issue with u-turns in their neighborhood as there is no left turn out from this property.

Katie Stuckey, 3144 Steeple Chase Lane, was present and stated that the rear parcel would affect quality of life and that she is concerned with the commercial space.

Jeff Eisenbrandt, 3182 Steeple Chase Lane, was present and said that he agrees with his neighbors, and added that their property values will be affected by the proposed use.

Dave Baz, 1822 Horseshoe Bend, was present and said that he is against multi-family development.

Marla Overholt, 1853 Horseshoe Bend, was present and said that she supports her neighbors and that they do not need commercial development nearby.

Susan Eisenbrandt, 3182 Steeple Chase Lane, was present and asked why not propose residential zoning.

Lawrence VanHooser, 1851 Whispering Way, was present and said that he echoes the same concerns as his neighbors and that he kind of likes the R5 buffer.

Mr. Temby confirmed that future development will be built according to the zoning code and added that a mixed-use development is supported by the land use plan.

Mr. Vela motioned to deny the Rezoning Request as submitted for 13103 and 13125 Roachton Road, including Parcel Q61-100-240000006000 along Roachton Road, and that a Public Hearing be set for March 4, 2025, at 6:20 p.m. Seconded by Ms. Williams, the recommendation to deny the submission was unanimously approved (6-0).

***Site Plan Amendment
LyondellBasell
12600 Eckel Road***

APPLICANT/OWNER/DEVELOPER

Sam Tawney
ICC, Inc.
301 North Memorial Drive
St. Louis, MO 63102
stawney@icc-inc.net

REQUEST

Chapter 1260.05 – Preliminary Site Plan Review
Chapter 1260.08 – Final Site Plan Review
Chapter 1260.18 – Site Plan Amendment

PROPERTY LOCATION & DESCRIPTION

The project site (formally Bulk Molding Compounds, Inc.) is located on the north side of Eckel Road, west of West Boundary. The site consists of 20.721 acres and is zoned I-2 (General Industrial).

Adjacent zoning:

North – INS (Institutional)

East – INS (Institutional)

South – I-2 (General Industrial)

West – I-2 (General Industrial) and R-2 (Single Family Residential)

BACKGROUND

This property underwent a Preliminary and Final Site Plan review on February 29, 2024. The approved plans from the most recent site plan review have been constructed and this amendment request is for some relatively small on-site infrastructure work including concrete pads, HVAC, a metal staircase, and a metal canopy.

ANALYSIS

The land uses associated with the prior approvals are still valid and because of the property's I-2 zoning, all newly proposed additions are well within the required setback dimensions required for this project. This amendment includes plans to add utility-related, on-site improvements around the northwest corner of the existing building (see sheet 2020-22P-2200D) and would not be visible from any right-of-way. No other aspects of the previously approved site plan are affected by this addition.

General Engineering – Due to a small increase in the impervious surface of the site the applicant shall submit and obtain City of Perrysburg Construction Review approval (minor review) from the City of Perrysburg before the issuance of a Zoning Permit.

RECOMMENDATION

The Planning and Zoning Administrator recommends approval of the Final Site Plan Amendment as submitted for Lyondell Basell at 12600 Eckel Road.

Mr. Walters reviewed the above Staff Report regarding the Final Site Plan Amendment for Lyondell Basell at 12600 Eckel Road. Josh Wickline, Lyondell Basell, was present and noted that this submission is a minor cover for the control cabinet to protect it from the

elements with a reduction in the concrete pad for the HVAC system. Mr. Walters noted that neighboring comments had been received to understand the scope of the proposed work from the Michels Corporation.

Mr. Lorenz motioned to approve the Final Site Plan for Lyondell Basell at 12600 Eckel Road as submitted. Seconded by Ms. Williams, and the submission was unanimously approved (6-0).

***Preliminary & Final Site Plan
Rivers Edge Pump Station – Antenna Pole
3382 Rivers Edge Drive***

APPLICANT/OWNER/DEVELOPER

AJ Coleman
City of Perrysburg
Dept. of Public Utilities – Deputy Director
211 E. Boundary St.
Perrysburg, OH 43551
acoleman@perrysburgoh.gov

Matt Choma
City of Perrysburg
Dept. of Public Utilities – Director
211 E. Boundary St.
Perrysburg, OH 43551
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Sharon Shultz, R.L.A.
EDGE
33 South Michigan St., Suite 304
Toledo, OH 43604
sschultz@edgela.com

REQUEST

Chapter 1260.05 – Preliminary Site Plan Review
Chapter 1260.08 – Final Site Plan Review
Chapter 1250 – Site Design Standards

PROPERTY LOCATION & DESCRIPTION

The subject property is located on the east side of Fort Meigs Road, south of Falling Waters Lane, across from Coventry Pointe Road. There is a concrete driveway that leads back to a municipal-owned sanitary sewer pump station. Features of this site currently

include a pump station (small building), driveway, small parking area, and various underground infrastructure. The current zoning of the property is INS (Institutional) and the property size is approximately 0.281 acres.

ANALYSIS

Land Use – The current and requested use of the property has been reviewed and determined to be an “Essential Service” and is therefore a permitted use in this zoning district. Essential Services are defined as the erection, construction, alteration or maintenance by public utilities or municipal or other governmental agencies of underground or overhead gas, electrical, steam, or water transmission or distribution systems; collection, communication, supply, or disposal systems including poles, wires, mains, drains, sewers, pipes, traffic signals, hydrants and other similar equipment and accessories in connection therewith, not including buildings, which are necessary for the furnishing of adequate service by such public utilities or municipal or other governmental agencies for the public health, safety or general welfare.

Although this is a Site Plan request, there is no major proposed change to any of the primary functions of the site. This request only concerns the addition of a 70’ tall wooden pole (in the area of the red circle on the site plan) to be used to attach an antenna. This site has been identified as the most strategic location to receive readings from radio water meters for the southern end of the city. To offset any negative visual elements of the existing site a comprehensive landscape plan has been prepared and offered along with the request for the wooden antenna pole.

Dimensional Standards – This site was originally intended to serve as a single-family residential lot within the Falls at Rivers Edge subdivision and was platted as such. Approximately 21 years ago, during the development of the subdivision’s infrastructure, the lot was donated to house a pump station. In 2024, the lot was rezoned from R3 – Single Family Residential to INS – Institutional. There is currently a 14’ x 21’ concrete pad on site that contains a small structure, which is 8’ from the neighboring residence to the south. The structure on site is not compliant with the currently required setbacks but these improvements were made under a different zoning classification. As shown, the proposed antenna pole would be somewhere within the 8’ setback area shown on the included site plan. If the pole cannot be located at least 5’ from a property line, the location may require a variance from the Board of Zoning Appeals. The BZA must find that relocating the proposed location of the pole would create extreme hardship, or that the proposed location would not conflict with the intent and purpose of the zoning code.

Building Materials – No new building materials are proposed with this request. The pole material is wood and the existing structure is proposed to remain as it currently exists, with the addition of landscaping to further screen the site and structures from public view.

Access – The project site currently has driveway access from Fort Meigs Road and sidewalk access from River's Edge Drive. No modification to the existing access is proposed with this request.

Parking – While there are no defined/delineated parking spaces at this location, there is adequate parking for service vehicles to maintain or inspect the facility. This facility is unmanned so only occasional parking needs exist for the operation and maintenance of the facility. The zoning code typically requires 1 parking spot for each employee on the largest working shift. It is anticipated that only 1 or 2 spaces would be needed at this location.

Parking Landscaping – The code requires that at a minimum 6% of the parking lot area be landscaped. This is traditionally achieved through the use of landscape islands and parking lot perimeter landscaping. Any landscape adjacent to the parking lot can be counted towards this 6% requirement but if the landscape is used towards the 6% requirement it cannot also be used towards the 10% site landscaping requirement. This site is unique in that it does not have a typical parking area or the need for one. Additionally, there is a considerable amount of underground infrastructure in this area, limiting the amount of excavation and planting that can be done. No calculations have been provided with this submission, but a detailed landscape plan has been provided to screen the view from adjacent properties.

Site Landscaping – The code requires that a minimum of 10 percent of the site be landscaped. This landscaped area does not include turf grass or detention areas. No calculations have been provided with this submission, but a detailed landscape plan has been provided to screen the view from adjacent properties.

Street Trees – If approved, a street tree plan for this project will be created by the City's Street Tree Commission. The street trees will be placed in the right-of-way and will be spaced approximately 40' in the center along the street frontages of this property.

Signage – No new signage is requested with this application.

Lighting – No change in lighting is proposed with this request.

Sidewalks – This site currently has sidewalks installed across the entirety of the frontage.

Waste Receptacles – No waste receptacles are located or proposed on this site.

General Engineering – If approved, this project would not require construction plan approval due to the limited scope of work. However, a zoning permit would be required and a building permit from Wood County may be required.

RECOMMENDATION

The Planning and Zoning Administrator recommends that the Planning Commission conditionally approve the Preliminary and Final Site Plan for 3382 Rivers Edge Drive as submitted subject to a five (5) foot setback for the antenna pole or in the alternative, a variance be obtained for a setback of less than five (5) feet.

Mr. Walters reviewed the above Staff Report regarding the Preliminary & Final Site Plan for the Rivers Edge Pump Station (Antenna Pole) at 3382 Rivers Edge Drive. Matt Choma, Director of Public Utilities, was present and said that the antenna would have electrical power at the bottom of the pole. Mr. Bade said that he approves as long as it is screened. Mr. Choma confirmed that the longevity of the pole will be assessed every 5-10 years, and added that this antenna is a part of advanced infrastructure that will provide better customer service. Mr. Bade asked about the existing stone driveway access to the site.

Mr. Bade motioned to grant conditional approval of the Preliminary & Final Site Plan for the Rivers Edge Pump Station (Antenna Pole) at 3382 Rivers Edge Drive, with the following conditions:

1. Pave the existing stone roadway access to the antenna.
2. Provide a five (5) foot setback for the antenna pole or in the alternative, a variance be obtained for a setback of less than five (5) feet.

Seconded by Ms. Williams. Ayes: Bade, Lorenz, Mackin, Vela, and Williams (5).
Nays: Beredo (1).

Code Amendment

Chapter 1245.54 – Issuance of Certificates of Appropriateness

- (a) Before any exterior change in **color**, design, texture or material, or to exterior features, including construction, reconstruction, alteration and demolition of any Listed Property or of a property located within a Historic District, can be undertaken, an applicant shall first apply for and secure a Certificate of Appropriateness from the Historic Landmarks Commission. The application for such Certificate shall be submitted to the Chair of the Commission, together with such plans, specifications and other material as the Commission may from time to time prescribe.
- (b) The Commission shall review the application for a Certificate of Appropriateness at its next regularly scheduled meeting, provided the application is filed at least two (2) weeks prior to such meeting. If the Commission determines that there will be no change in exterior **color**, design, texture, material or exterior architectural features, it shall cause the Chair to endorse a Certificate of Appropriateness and return the plans and specifications to the applicant.
- (c) If the Commission finds that there will be a change in exterior **color**, design, texture or material, or to the exterior architectural features, the Commission shall determine whether the proposed construction, reconstruction, alteration or

demolition is appropriate or whether it has an adverse effect upon the purposes of this Chapter, the Historic District or the Listed Property. In making such determination, the Commission shall refer to the Secretary of the Interior's "Standards for Rehabilitation," and to any other written design guidelines adopted by the Commission. In the case of archeological properties, the Commission shall refer to the Advisory Council on Historic Preservation's "Treatment or Archeological Properties: A Handbook". Cost estimates shall be presented by the applicant, and these costs shall be considered by the Commission in making a decision. It is the Commission's responsibility to take into consideration the feasibility of the alternatives or choices in each situation. The Commission's consideration of cost estimates shall include situations when the restoration of original features of the building is one (1) of the alternatives or choices.

- (d) If the proposed construction, reconstruction, alteration or demolition is determined to have no adverse effect on the Historic District or Listed Property, and does not violate the spirit and purpose of these preservation regulations, then the Commission Secretary shall issue the Certificate of Appropriateness.
- (e) If the Commission finds that such proposed construction, reconstruction, alteration, demolition or change in **color**, design, texture, material or exterior architectural feature will have an adverse effect on the Historic District or Listed Property, and does violate the spirit and purpose of these preservation regulations, then the Commission shall deny issuance of the Certificate of Appropriateness.
- (f) If the Commission determines that a Certificate of Appropriateness should not be issued, it shall forthwith state in its records reasons for such determination and may include recommendations regarding the proposed construction, reconstruction, alteration, demolition, or change in **color**, design, texture, material or exterior architectural feature. The Secretary of the Commission shall notify the applicant of such determination and transmit to him or her a certified copy of the reasons for denial and recommendations, if any, of the Commission.
- (g) Certificate of Appropriateness: A Certificate of Appropriateness shall then be in effect for one (1) year from the date of issuance. If the approved improvements have not been started within one (1) year, the Certificate of Appropriateness shall expire. If the improvements have been started within one (1) year from the date of issuance of a Certificate of Appropriateness, the Certificate shall be in effect for a total of two (2) years from the date of issuance. All such improvements must be completed prior to the expiration of the new Certificate of Appropriateness. If the Certificate of Appropriateness expires, a new Certificate of Appropriateness shall be required for these improvements as prescribed in Section [1245.54](#).

RECOMMENDATION

Further, it is recommended that a Public Hearing be set before City Council for March 4, 2025, at 6:10 P.M.

Mr. Walters reviewed the above Staff Report regarding the proposed Code Amendment to Chapter 1245.54 – Issuance of Certificates of Appropriateness. Mr. Walters noted that there is support for color and that the HLC would review it for historical accuracy of appropriateness while being mindful of the significance of the structure. He noted that color has not been exercised since 2014.

Mr. Lorenz motioned to recommend approval of the proposed Code Amendment to Chapter 1245.54 – Issuance of Certificates of Appropriateness, and that a Public Hearing be set for March 4, 2025, at 6:20 p.m. Seconded by Mr. Vela, the recommendation to approve was unanimously approved (6-0).

Code Amendment

Chapter 1235.04(g) – Special Approval Uses (Auto Wash)

APPLICANT/OWNER/DEVELOPER

City of Perrysburg
201 W. Indiana Ave.
Perrysburg, OH 43551

REQUEST

Chapter 1285 – Changes and Amendments
Chapter 1235.04(g) – Auto Wash

DESCRIPTION

The proposed Code Amendment to Chapter 1235.04(g) would add a distance requirement between auto wash facilities.

ANALYSIS

Existing Code Language

(g) Auto Wash:

- (1) All buildings shall have a front yard setback of not less than fifty (50) feet.
- (2) All washing facilities shall be within a completely enclosed building.

- (3) Any Vacuuming and drying areas may be located outside the building but shall not be in the required front yard and shall not be closer than twenty-five (25) feet to any residential district.
- (4) The All cars required to wait for access to the facilities shall be provided space off the street right-of-way and parking shall be provided in accordance with Section 1250.03(c).
- (5) Ingress and egress points shall be located at least sixty (60) feet from the intersection of any two (2) streets.
- (6) All off-street parking and waiting areas shall be hard surfaced and dust free.
- (7) All lighting shall be shielded and directed away from adjacent residential districts.
- (8) A six (6) foot high solid wall such as brick, decorative block or decorative poured concrete shall be provided where abutting a residential district. The height of the wall shall be measured from the surface of the ground of the abutting residential district.

Proposed Code Language

(g) Auto Wash:

- (1) All buildings shall have a front yard setback of not less than fifty (50) feet.
- (2) All washing facilities shall be within a completely enclosed building.
- (3) Any Vacuuming and drying areas may be located outside the building but shall not be in the required front yard and shall not be closer than twenty-five (25) feet to any residential district.
- (4) The All cars required to wait for access to the facilities shall be provided space off the street right-of-way and parking shall be provided in accordance with Section 1250.03(c).
- (5) Ingress and egress points shall be located at least sixty (60) feet from the intersection of any two (2) streets.
- (6) All off-street parking and waiting areas shall be hard surfaced and dust free.
- (7) All lighting shall be shielded and directed away from adjacent residential districts.

(8) A six (6) foot high solid wall such as brick, decorative block or decorative poured concrete shall be provided where abutting a residential district. The height of the wall shall be measured from the surface of the ground of the abutting residential district.

(9) Location of auto wash must not be within 1/2 mile of existing auto wash use.

RECOMMENDATION

The Planning and Zoning Administrator recommends that the Planning Commission recommend to City Council approval of the proposed Code Amendment to Chapter 1235.04(g) Auto Wash as presented in this report.

Further, it is recommended that a Public Hearing be set before City Council for March 4, 2025, at 6:05 P.M.

Mr. Easterling reviewed the above Staff Report regarding the proposed Code Amendment to Chapter 1235.04(g) – Special Approval Uses (Auto Wash). There was a brief discussion about the amount of abandoned car washes in Perrysburg.

Mr. Bade motioned to recommend approval of the proposed Code Amendment to Chapter 1235.04(g) – Special Approval Uses (Auto Wash), and that a Public Hearing be set for March 4, 2025, at 6:15 p.m. Seconded by Mr. Vela, the recommendation to approve was unanimously approved (6-0).

OTHER BUSINESS

Mr. Vela asked the Commission to consider a 6:00 p.m. meeting time for future meetings. Mr. Beredo referenced general public concern, and Ms. Williams requested that it be added to the Agenda for the February meeting.

There being no further business, the meeting adjourned at 9:18 pm.

Respectfully submitted,

Heather Alfaro
Recording Secretary