

PLANNING COMMISSION MEETING

May 8, 2025

Vice Chair, Andy Lorenz, called the meeting to order at 5:00 p.m. Commission members present were Greg Bade, Mathew Beredo, Andy Lorenz, Becky Williams, and Megan Wolfinger (5). Mayor Mackin and Rob Vela were absent (2). Brody Walters, Planning & Zoning Administrator, was also present.

APPROVAL OF MINUTES

Ms. Williams moved to approve the March 27, 2025, meeting minutes as written and seconded by Mr. Bade. Ayes: Bade, Beredo, and Williams (3). Nays: (0). Abstain: Lorenz and Wolfinger (2).

ADMINISTRATOR'S REPORT

None.

Preliminary Plat Extension Coventry Pointe Subdivision (NW corner of Five Point Road & Fort Meigs Road)

APPLICANT/OWNER/DEVELOPER

Steve Mitchell
Summerfield Perrysburg Development, Ltd.
3150 Republic Blvd., Suite 3
Toledo, OH 43615

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

REQUEST

Chapter 1295.06(i) – Preliminary Plat Extension

PROPERTY LOCATION & DESCRIPTION

The overall Coventry Pointe Subdivision is proposed to consist of 155 lots and is located north of Five Point Road and west of Fort Meigs Road. The subject property (74.86 acres) is currently zoned R-3 (Single Family Residential).

BACKGROUND

On April 25, 2019 the Planning Commission approved the Preliminary Plat for the Coventry Pointe Subdivision.

Coventry Pointe Plat 1 – Finalized 10-24-2019

On April 15, 2021 the Planning Commission renewed the Preliminary Plat for Coventry Pointe Subdivision until April 15, 2023.

Coventry Pointe Plat 2 – Finalized 05-27-2021

On April 27, 2023 the Planning Commission renewed the Preliminary Plat for Coventry Pointe Subdivision until April 27, 2025.

Coventry Pointe Plat 3 – Finalized 10-26-2023

Coventry Pointe Plat 4 – Finalized 05-30-2024

On April 24, 2025 the applicant submitted a request for a plat extension, which would be valid until April 24, 2027. The applicant has submitted the request for renewal prior to the expiration date.

ANALYSIS

The Code requires a minimum lot area of 11,600 S.F. for R-3 Zoning. Dimensions of the lots were not provided to verify continued compliance.

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

Preliminary Plat approval shall be effective for a maximum period of twenty-four (24) 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 Preliminary Plat Extension for Coventry Pointe Subdivision, which shall be valid until May 8, 2027.

Mr. Walters reviewed the above Staff Report regarding the Preliminary Plat Extension for Coventry Pointe Subdivision. The applicants were not present. Mr. Walters confirmed that the subdivision is up-to-date thus far since the Preliminary Plat was established and approved in 2019.

Mr. Lorenz made a motion to recommend approval of the Preliminary Plat Extension for Coventry Pointe Subdivision, which shall be valid until May 8, 2027. Seconded by Ms. Williams, and the request was unanimously approved (5-0).

***Preliminary & Final Site Plan
Dental Innovations
775 W. South Boundary Street***

APPLICANT/OWNER/DEVELOPER

Project Name: Dental Innovations - Preliminary & Final Site Plan
(building addition and parking lot)

Location: 775 W. South Boundary St.

Zoning: C4 – Highway Commercial

Applicant(s): YA Properties (Dr. Adnan Ahmed)

Land Use: Medical Office - Dental

Parcel(s): Q61-400-070301024001

Request: The applicant is requesting a Preliminary and Final Site plan review for the addition of a 400 SF building addition and minor parking lot changes.

PRELIMINARY & FINAL SITE PLAN CHECKLIST

Land Use		Permitted	Special Approval	Not Permitted
1225.08	Land Use Type	x		
Dimensional		Compliant	Non-Compliant	Not Applicable
1230	Front Setback	x		
1230	Side Setback	x		
1230	Rear Setback	x		
1230	Lot Coverage	x		
1230	Height	x		
1230.03(a)	Height Variance from BZA			x
1230.03(b)	Features above max height (exemptions)			x
Parking		Compliant	Non-Compliant	Not Applicable
1250.02(t)	Parking Lot Location	x		
1250.02(r)	Parking Relief			x
1250.03	Parking Quantity	x		
1250.05(b)	Parking lot design/layout	x		
1250.05(c)	Wheel Stops			x
1250.05(f)	Location of Driveways	x		
1250.06(a)(5)	Parking Lot Screening (near residential)			x
1250.06(a)(7)	Parking Lot Surface Material	x		
1250.06(b)	Parking Space Sizes	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		
1250.17(c)	Planting areas dispersed through parking lot	x		
1250.19(b)	5' landscape strip between parking lot and P/L	x		x
1250.19(c)	1 tree for each 8 parking spaces	x		
1250.19(d)	Landscape island = 1 per ea. 10 parking spaces	x		
1250.19(d)	Shade trees located in islands	x		
1250.20	10' landscape strip between R/W and parking			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)	Façade to have color/texture/material change	x		
1250.481(e)	Rooflines to change at least every 100'	x		
1250.481(f)	Façade 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)	Driveway access onto public or private street	x		
1250.51(a)(2)	Drives enter perpendicular	x		
1250.51(a)(3)	Driveway grade less than 10%	x		
1250.51(a)(6)	Driveway – at least 100' from an intersection	x		
1250.51(a)(6)	Driveway – at least 80' from other driveways	x		
1250.51(c)	Driveway – alignment with existing drives	x		
1250.53	Deceleration Lanes if use > 1,000 trips per day			x
Sidewalks		Compliant	Non-Compliant	Not Applicable
1250.56(a)	Sidewalks across all frontages	x		
1250.56(a)	Sidewalks from R/W to entrance	x		
1250.56(a)	Sidewalk material through drive aisles	x		
Dumpster		Compliant	Non-Compliant	Not Applicable
1250.57	Waste Receptacle - Location	x		
1250.57	Waste Receptacles to be consolidated	x		
1250.57	Waste Receptacle – design/materials	x		
Acc. Buildings		Compliant	Non-Compliant	Not Applicable
1250.61(a)	Accessory Building – Location (rear yard)			x
1250.61(b)	Accessory Building – ≥ 5' from side or rear P/L			x
1250.61(b)	Accessory Building – ≥ 10' from main structure			x
1250.61(d)	Acc. Building – Height (20' or main structure)			x
1250.61(f)	Accessory Building – Size Limit (5% of lot size)			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)(1)	Plan doesn't impede normal development	x		
1260.15(a)(2)	Existing landscape preserved (as possible)	x		
1260.15(a)(5)	Emergency vehicle access to structures	x		
1250.26	Wall Location (if required)			x

Analysis:

None

Notes:

1. The proposed building addition does encroach into the required 50' front yard setback along W. South Boundary Street, but an application was submitted to the Board of Zoning Appeals (BZA) and approved for a reduced setback of 44'. The approved variance is number 15-2025.
2. The landscape plan looks complete and well designed, but does lack the stamp/endorsement of an R.L.A.
3. The tree caliper is listed at 1.5". The code requires the selection of trees with a caliper of 2.5".
4. There is no "customer entrance" facing either roadway (SR25 or W. South Boundary), but this is an existing building with established access from the rear. The existing pyramidal portion of the building does simulate an entrance with considerable glazing.

RECOMMENDATION

The Planning & Zoning Administrator recommends approval of the Preliminary & Final Site Plan as submitted, subject to providing the required R.L.A. stamp on the proposed landscape plan and increasing the caliper size of the proposed trees.

Although not included in the normal scope of review, it would be further recommended to paint/stain the brick to match the white brick of the existing building. Additionally, the existing shingles on the roof appear to be reddish-brown. The shed-style roof of the existing building hides the shingle color from the main roads but the new gable-style roof on the proposed addition will allow the shingle color to be visible from the main roads. It is recommended to consider the use of black shingles on the eastern slope of the roof to give a consistent color scheme to the building from SR25. A shingle color that matches the existing color could be used on the western slope of the roof to provide visual continuity.

Mr. Walters reviewed the above Staff Report regarding the Preliminary & Final Site Plan for Dental Innovations at 775 W. South Boundary Street. Dan Stone (Van Horn, Hoover & Associates, Inc.) was present on behalf of the application and stated that they are adding two additional exam rooms onto the building. He said that he would run through the notes with the owner and architect. Ms. Williams asked if the tree caliper meets the code, and Mr. Stone confirmed that he provided an update with those details.

Mr. Lorenz made a motion to approve the Preliminary & Final Site Plan for Dental Innovations at 775 W. South Boundary Street with the notion that the applicants would

work with the city on the items noted in the Staff Report above. Seconded by Mr. Bade, and the application was unanimously approved (5-0).

OTHER BUSINESS

There being no further business, the meeting adjourned at 5:10 pm.

Respectfully submitted,

Heather Alfaro
Recording Secretary