

PLANNING COMMISSION MEETING

August 28, 2025

Vice Chairman Andy Lorenz called the meeting to order at 6:30 p.m. Commission members present were Mathew Beredo, Stephen Dane, Andy Lorenz, Mayor Mackin, and Becky Williams (5). Greg Bade and Rob Vela were absent (2). Brody Walters, Planning & Zoning Administrator, was also present.

APPROVAL OF MINUTES

Ms. Williams moved to approve the July 31, 2025, meeting minutes as written, and Mayor Mackin seconded the motion. Ayes: Beredo, Dane, Mackin, and Williams (4). Nays: (0). Abstain: Lorenz (1).

ADMINISTRATOR'S REPORT

None.

Final Plat The Falls at Rivers Edge Plat 4

APPLICANT/OWNER/DEVELOPER

Matt Gruber
Total Ground Solutions
25559 Eckel Rd.
Perrysburg, OH 43551

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

REQUEST

Chapter 1295.07 – Final Plat

PROPERTY LOCATION & DESCRIPTION

The Falls at Rivers Edge is an R-4 (Single Family) subdivision with a CDP (Community Development Plan) overlay located immediately south of Perrysburg High School on

approximately 34.773 acres. The development is for zero-lot line units and traditional standalone residences and consists of six plats with 139 total lots.

BACKGROUND

The current version of the Preliminary Plat was approved by the Planning Commission on June 27, 2024, and currently has an active preliminary plat that is valid until June 27, 2026. This final plat is a combination of plats 4,5, and 6 shown on the Preliminary Plat.

Plat 1 consists of 35 lots on 13.05 acres and was finalized on June 26, 2003.

Plat 2 consists of 19 lots on 1.699 acres and was finalized on October 28, 2004.

Plat 3 consists of 36 lots on 8.149 acres and was finalized on May 26, 2005.

Plat 4 consists of 47 lots (plus a “common lot”) on 9.745 acres.

ANALYSIS

The layout for Plat 4 is compliant with the Preliminary Plat that is currently active in this area. The number of lots, street layout, and arrangement of lots are the same as originally proposed within the subdivision Preliminary Plat, except for the addition of Common Lot G. This lot is shown on the Preliminary Plat to be lots 53 and 54. All lots shown conform to all necessary dimensional requirements. The staff has reviewed the Final Plat for Plat 4 and approved it with the following comments:

Open Space Requirement = There are three ways to satisfy the Open Space Requirement for subdivision development. The first option is to provide 5% of the area of the subdivision as Open Space (cannot include detention/retention areas). The second option is to provide a cash-in-lieu payment in an amount equal to 7.5% of the value of the undeveloped land, and the third option is to dedicate an equivalent amount of land (5%) elsewhere in the city. Per the layout of this plat, the developers will be required to provide a payment for 7.5% of the value of the undeveloped land. A recent appraisal (within the last 5 years) will be required to determine the value of this property.

Per Chapter 1295.07(d), the following escrows and fees attached to this report shall be provided to the satisfaction of the city before releasing the signed copy of the final plat:

ESCROWS

Roadway & Pavement
Drainage

PAYMENT ITEMS

Street Signs
Street Lights

Erosion Control
Waterline
Sanitary Sewer
Sidewalks
Curb Ramps

Open Space Fee

RECOMMENDATION

The Planning & Zoning Deputy Administrator recommends that the Planning Commission approve the Final Plat for The Falls at Rivers Edge Plat 4, subject to the comments and recommendations in this report, including the deposit of escrows, payment of open space fees, and other fees as required.

Mr. Walters reviewed the above Staff Report regarding the Final Plat for The Falls at Rivers Edge Plat 4. Matt Gruber (Total Ground Solutions) was present on behalf of the application. He noted that the corner lot on Falling Waters Lane and Pine Ridge Drive, labeled as “Common Lot G,” is now designated for detention instead of being split into two separate lots as previously designed.

Mr. Walters referenced communication with a nearby resident, Jonathan Smith, as Mr. Smith was objecting to the approval of the Final Plat due to the CDP (Community Development Plan). Ms. Williams noted that the rear yard site setback is designed at thirty (30) feet, and Mr. Walters confirmed that the CDP grants relief to twenty (20) feet. Ms. Williams recommended that Mr. Gruber follow up with Mr. Walters for administrative approval about the final rear yard setback.

Mr. Lorenz made a motion to grant conditional approval of the Final Plat for The Falls at Rivers Edge Plat 4, with the condition that Mr. Gruber follow up with Mr. Walters for administrative approval about the final rear yard setback. Seconded by Ms. Williams, and the request was unanimously approved (5-0).

Special Approval Use – Landmark Feature/Signage

Kazmaier’s

127 E. Second Street

APPLICANT/OWNER/DEVELOPER

Kazmaier’s Inc.
127 E. Second St.
Perrysburg, OH 43551
ACKLL2@yahoo.com

REQUEST

Chapter 1215.02 – Definitions: “Landmark Feature/Signage”
Chapter 1235.04(zz) – Landmark Feature & Signage

PROPERTY LOCATION & DESCRIPTION

Location: The applicant has proposed to paint a large (20’ x 20’) wall mural on the west façade of the storefront which faces the former post office building and the downtown.

Property Size: 1.01 acres (approx.)

Parcels: Q61-000-901209034000, Q61-000-901209035000, Q61-000-901209036000, and Q61-000-901209037000

BACKGROUND

See attached project scope and explanation.

ANALYSIS

Special Approval Uses generally require that two sets of criteria be met in order to grant approval. The first set of requirements is what is referred to as the “general conditions” and the second set is referred to as the “specific conditions”.

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(zz) Landmark Feature/Signage

Landmarks featuring signage are exempt from the provisions of the zoning code (including the sign code) but shall require City Council approval in accordance with the criteria of the Special Approval Use (SAU). No Landmark Feature/Signage shall be approved by the Planning Commission unless it shall find the following:

1. The feature utilizes materials that are of high quality, and are arranged in a way to be complementary to its surroundings.
2. The feature provides a broad interest or benefit to the public.
3. Any signage or promotion of private enterprise does not in any way dominate the visual impact of the structure or property.
4. The features shall provide landscaping at its base where possible.
5. If signage is present, the location of the structure is reasonable in relation to the messages provided on it.
6. The proposed structure shall not pose a danger to visibility or pedestrian/vehicular traffic.
7. Details shall be provided outlining the relief/deviation from the Zoning Code that an approval would grant the applicant.
8. 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.

The applicant has provided a colored proof of the proposed artwork that is being considered but has not indicated the relief/deviation from the zoning code that this approval would permit. After reviewing the zoning code it appears approval of this request as a landmark feature/sign would allow the applicant to create a sign that would be larger than otherwise permitted by the code. The code currently allows signage at a size of 10% of the area of the wall on which it's placed but no larger than 75 SF.

RECOMMENDATION

No recommendation provided. It is, however, recommended to specifically evaluate criteria #2 and #3 of the specific requirement section, and if approved, the applicant be required to submit a maintenance agreement to the City of Perrysburg prior to any final approval. This maintenance agreement should clearly define the maintenance responsibility and a removal clause in the event the mural is damaged or becomes deteriorated.

Further, it is recommended that a Public Hearing be set before City Council for October 7, 2025 at 6:25 p.m.

Mr. Walters reviewed the above Staff Report regarding the Special Approval Use – Landmark Feature/Signage for Kazmaier’s at 127 E. Second Street. The applicant was not present. Mr. Beredo referenced the monarch butterfly sculpture that was submitted along Louisiana Avenue in November 2024 and said that he cannot see how this current application is anything other than a large advertisement. Ms. Williams added that she agrees with Mr. Beredo and said that she takes issue with the wording at the top of the advertisement and the “Kazmaiers” reference. There was further discussion amongst the Commission that the proposed mural does not meet the Specific Requirements of Chapter 1235.04(zz)(2) and Chapter 1235.04(zz)(3).

Mr. Lorenz made a motion to recommend denial of the Special Approval Use – Landmark Feature/Signage for Kazmaier’s at 127 E. Second Street, noting that the proposed mural does not meet the Specific Requirements of Chapter 1235.04(zz)(2) and Chapter 1235.04(zz)(3) – being a signage promotion of a private enterprise, and that a Public Hearing be scheduled for October 7, 2025, at 6:25 pm. Seconded by Ms. Williams, and the application was unanimously recommended for denial (5-0).

***Site Plan Amendment
St. Timothy’s Episcopal Church
(reduction of site improvements)
871 E. Boundary Street***

APPLICANT/OWNER/DEVELOPER

Steve Weiser – Project Manager
Sara Ebright – Director
Matt Wahlgren – Rector
St. Timothy’s Episcopal Church
871 E. Boundary Street
Perrysburg, OH 43551

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

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. On January 30, 2025, the church applied for a site plan amendment 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. That amendment only proposed moving the trash enclosure to the west and reclaiming the original trash enclosure location with grass. On July 30, 2025, the church submitted a request for a second site plan amendment. This time, the request involves the elimination of several site improvements that were reviewed and approved during the original December 7, 2023 meeting by the Planning Commission.

ANALYSIS

The applicant has provided two site plans with this submission. Both plans are identified as Sheet C2.0. The sheet that features red “clouding” and a revision date of 11/11/2024 reflects the most recent plan that was approved by the Planning Commission on January 30, 2025. The other provided plan, with a revision date of 7/22/2025, reflects the currently requested amended site plan, which seeks to eliminate several on-site improvements. These deletions include landscaping, sidewalks, landscape islands, and their associated trees.

The site plans that were reviewed prior to this amendment application would have brought the property into compliance with the current zoning code. The elimination of these items would result in the parking lot remaining non-conforming. The requirement for a sidewalk leading from the public right-of-way to the front door states that a sidewalk shall be required where pedestrian activity is reasonably expected.

No other aspects of the previously approved site plan are affected by this amendment, besides those items identified above.

General Engineering – Due to both the addition and subtraction of impervious area from the previously approved site plan, a review of the stormwater calculations will be required to ensure compliance with site stormwater quantity and quality requirements.

RECOMMENDATION

No recommendation provided.

Mr. Walters reviewed the above Staff Report regarding the Site Plan Amendment for St. Timothy's Episcopal Church at 871 E. Boundary Street. David Kienzle (Member of St. Timothy's Church), Father Matt Wahlgren, and Sara Ebright (Clothesline and Rescue Kitchen Director) were present on behalf of St. Timothy's Church. Mr. Kienzle said that they were awarded an expansion grant of \$550,000.00 from the State of Ohio for interior renovations for their Rescue Kitchen, which included state requirements. Mr. Kienzle noted that so far, the church has spent \$167,000.00 for parking lot and sidewalk improvements for city zoning compliance. He added that they are asking for relief with landscaping, sidewalks, landscape islands, and their associated trees.

Ms. Ebright said that they moved the Clothesline to the rectory to make space. Father Wahlgren provided the Commission with additional information and noted that the Interim Rector started both projects simultaneously and was very compliant, which created a financial and physical burden on the church. He added that he walked into his current position with the projects already underway and a poorly executed plan.

Mr. Beredo said that he is sympathetic to the use of the space, but added that they cannot ignore the requirements of the zoning code, therefore creating a non-conforming status. Mr. Kienzle noted that the previously approved sidewalks are a costly addition, and added that fire safety has encouraged them to only use the rear church entrance as access. Mr. Walters said that he was not aware of the specific safety reasoning, and Father Wahlgren said that the front door is an exit only. Mr. Lorenz recalled the previous site plan discussion with regard to a necessary path from the church to the rectory. Mr. Dane said that he is uncomfortable making decisions where people may or may not walk, and asked about handicap accessible parking spots. Mr. Walters further clarified the requirements for landscape islands.

Ruth Hancock (Member of St. Timothy's Church) said that Lieutenant Duran (City of Perrysburg Police Division) came for a walkthrough of the church and made the recommendation for church entry through the rear entrance only.

There was further discussion amongst the Commission about the relief that St. Timothy's is requesting. Mr. Lorenz said that he is willing to consider relief for the landscaping, and Mr. Dane said that he is okay with relief of the sidewalk from E. Boundary Street. Mayor Mackin noted that more green spaces are important.

Mayor Mackin made a motion to grant relief of the sidewalk to E. Boundary Street and the sidewalk along the entrance drive for the Site Plan Amendment for St. Timothy's

Episcopal Church at 871 E. Boundary Street. Seconded by Mr. Dane, and the sidewalk relief was unanimously approved (5-0).

There was further discussion about the landscape island, parking lot, and parking spaces. Ms. Williams noted that two of the southern landscape islands are delineated from the drive aisle.

Mayor Mackin made a motion to grant relief of four (4) parking lot landscape islands, while keeping two (2) of the landscape islands on the southern end to delineate from the drive aisle, and to require thirteen (13) trees on-site, with an administrative approval of the landscape plan submitted to the Planning & Zoning Division for the Site Plan Amendment for St. Timothy's Episcopal Church at 871 E. Boundary Street. Seconded by Mr. Dane. Ayes: Beredo, Lorenz, and Mackin (3). Nays: Dane & Williams (2).

Rezoning Requests – Orleans Park/WWTP City of Perrysburg

- ***INS (Institutional) to Zone X (Exempt)***
Lot 1 – 17.638 acres
- ***P (Park) & INS (Institutional) to P (Park)***
Lot 2 – 6.368 acres
- ***P (Park) to P (Park)***
Lot 3 – 27.475 acres
- ***R3 (Single Family Residential) to P (Park)***
Lot 4 – 0.677 acres

APPLICANT/OWNER/DEVELOPER

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

REQUEST

Chapter 1285- Changes and Amendments

PROPERTY LOCATION & DESCRIPTION

The subject properties are located north of Front Street, North of Maumee Western Reserve and north of Water Street and bounded by the Maumee River. The subject properties in this report are all owned by the City of Perrysburg.

BACKGROUND

In an effort to better organize the parcels and to provide needed flexibility for the operation of the Wastewater Treatment Plant (WWTP), City Council recently approved a right-of-way vacation and the creation of a new zoning category (zone X). The Planning Commission has also recently approved a reconfigured development plat that consolidates the existing parcels into 4 new parcels and reestablishes the public right-of-way that leads from Front Street to the existing Orleans Park parking lot. Now that the development plat has been approved, the next step is to properly assign the zoning categories in accordance with the intended uses.

ANALYSIS

Requested Zoning

Lot 1 – Zone X

Lot 2 – Park

Lot 3 – Park

Lot 4 – Park

The Land Use Plan did not anticipate any modified use of these properties and therefore reflected the current zoning and use of the properties in the final approved version. This rezoning request does not significantly change the use of the land from its current uses but it does reorganize those uses into more defined areas.

The following uses are permitted uses or allowed with a Special Approval Use (SAU) within **R3 Single-Family Residential**.

- Chicken Keeping
- One Family Dwelling
- Bed & Breakfast **(SAU)**
- Rooming House **(SAU)**
- Accessory
- Cemetery **(SAU)**
- Child Day Care Centers **(SAU)**
- Essential Services
- Non-Commercial Recreation Facilities **(SAU)**
- Parks and Recreation Facilities **(SAU)**
- Part-Time Child Day Care Centers **(SAU)**
- Public Service Facility **(SAU)**
- Public/Private Utility **(SAU)**

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

- Plant Cultivation
- Assisted Living Units **(SAU)**

Entertainment and Spectator Sport Facilities **(SAU)**
Medical Offices **(SAU)**
Medical Urgent Care Facilities **(SAU)**
Accessory
Cemetery **(SAU)**
Child Day Care Centers **(SAU)**
Club, Lodges, Fraternal and Civic Assembly **(SAU)**
College and University **(SAU)**
Convalescent and Nursing Homes **(SAU)**
Essential Services
Hospital **(SAU)**
Institutional Use **(SAU)**
Part-Time Child Day Care Centers **(SAU)**
Postal Service **(SAU)**
Public and Private Schools **(SAU)**
Public Service Facility **(SAU)**
Public/Private Utility **(SAU)**
Wireless Telecommunication Facility **(SAU)**
Oil & Gas Wells **(SAU)**
Outside Storage **(SAU)**
Wind Generator (Turbine) **(SAU)**

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

Plant Cultivation
Entertainment and Spectator Sport Facilities **(SAU)**
Accessory
Non-Commercial Recreation Facilities **(SAU)**
Parks and Recreation Facilities **(SAU)**

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

Accessory
Essential Services
Institutional Uses
Non-Commercial Recreation Facilities
Parks and Recreation Facilities
Public Service Facility
Public/Private Utility
Wireless Telecommunication Facility
Laboratories
Outside Storage
Research & Testing
Transport & Trucking
Warehousing

RECOMMENDATION

The Planning and Zoning Administrator recommends that the Planning Commission recommend approval of the zoning amendments per the following (see provided maps):

- Lot 1 – Zone X
- Lot 2 – Park
- Lot 3 – Park
- Lot 4 – Park

(Parcel numbers will be provided when available for inclusion in a future council ordinance.)

Further, it is recommended that a Public Hearing be set before the City Council for October 7, 2025 at 6:15 p.m.

Mr. Walters reviewed the above Staff Report regarding the Rezoning Request for Orleans Park/WWTP (Waste Water Treatment Plant) for the City of Perrysburg, with the following requests:

- Lot 1 (17.638 acres) from INS (Institutional) to Zone X (Exempt)
- Lot 2 (6.368 acres) from P (Park) & INS (Institutional) to P (Park)
- Lot 3 (27.475 acres) from P (Park) to P (Park)
- Lot 4 (0.677 acres) from R3 (Single Family Residential) to P (Park)

Ms. Williams asked if the new pathway would remain as “W. Boundary Street,” and it was confirmed as such.

Dan Lumbrezer, 508 W. Front Street, was present and asked for clarification of Zone X. He said that he is also concerned with the use of the property if the WWTP is abandoned. Mr. Walters clarified that Zone X was created several months ago and that it is very limited in standards. He added that the city has committed to meeting this portion of the code to enhance the perimeter of the site.

Mr. Lorenz made a motion to recommend approval of the Rezoning Request for Orleans Park/WWTP (Waste Water Treatment Plant) for the City of Perrysburg, with the following requests as submitted:

- Lot 1 (17.638 acres) from INS (Institutional) to Zone X (Exempt)
- Lot 2 (6.368 acres) from P (Park) & INS (Institutional) to P (Park)
- Lot 3 (27.475 acres) from P (Park) to P (Park)
- Lot 4 (0.677 acres) from R3 (Single Family Residential) to P (Park)

And, that a Public Hearing be scheduled for October 7, 2025, at 6:15 pm.
Seconded by Ms. Williams, and the application was unanimously approved (5-0).

OTHER BUSINESS

None.

There being no further business, the meeting adjourned at 8:02 pm.

Respectfully submitted,

Heather Alfaro
Recording Secretary