

PLANNING COMMISSION MEETING

October 30, 2025

Vice Chair Andy Lorenz called the meeting to order at 6:30 p.m. Commission members present were Greg Bade, Stephen Dane, Andy Lorenz, and Mayor Mackin (4). Mathew Beredo and Rob Vela were absent (2). Brody Walters, Planning & Zoning Administrator, was also present.

APPROVAL OF MINUTES

Mr. Lorenz moved to approve the September 25, 2025, meeting minutes as written, and Mr. Bade seconded the motion. Ayes: (4). Nays: (0).

ADMINISTRATOR'S REPORT

None.

Final Plat Hawthorne Plat 9

APPLICANT/OWNER/DEVELOPER

Hawthorne DEV, Inc.
Mr. Mark Rich, President
23285 West State Route 51
Genoa, Ohio 43430

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

REQUEST

Chapter 1295.07 – Final Plat

PROPERTY LOCATION & DESCRIPTION

Hawthorne is an R-3 residential subdivision originally proposed to consist of 242 lots. This subdivision is located south of Coe Ct., north of Roachton Rd., and is immediately west of the CSX railroad tracks. The entire subdivision comprises approximately 107.8 acres.

Plat 1 consists of 30 lots on approximately 12.456 acres and was finalized on

December 19, 2013.

Plat 2 consists of 28 lots on approximately 17.647 acres and was finalized on March 26, 2015.

Plat 3 consists of 25 lots on approximately 10.263 acres and was finalized on November 19, 2015.

Plat 4 consists of 20 lots on approximately 9.802 acres and was finalized on November 17, 2017.

Plat 5 consists of 27 lots on approximately 10.010 acres and was finalized on December 13, 2018.

Plat 7 consists of 20 lots on approximately 8.818 acres and was finalized on April 15, 2021.

Plat 8 consists of 31 lots on approximately 16.405 acres and was finalized on May 25, 2023.

Plat 9, as proposed, contains 25 lots on approximately 9.889 acres.

BACKGROUND

The Preliminary Plat of Hawthorne was approved by the Planning Commission on July 25, 2013, by a vote of 7 to 0. The Preliminary Plat has been extended at each request by the applicant, and the development of this subdivision has occurred without significant delay.

ANALYSIS

The staff has reviewed the Final Plat for Plat 9 with the following comments:

- Provide Open Space Fee payment (in accordance with the equation below)

Per Chapter 1295.05 (a)(7)(c)(1), Planning Commission, on July 25, 2013, approved 2.91 acres (originally shown as 2.83 acres) of open space in lieu of an Open Space Fee for a portion of the subdivision in accordance with the following formula.

Open space requirement = 2.91 acres of donated land + 7.5% value of 49.6 acres + \$100 per lot.

Notes: Value per acre = \$10,807.05 (certified appraisal)

Value of 49.6 acres = \$536,029.68

7.5% of 49.6 acres = \$40,202.23

Total Open Space Fee for Plat 1 (30 lots) = 12.456 acres x (\$10,807.05 x 7.5%) = **\$10,095.95** + \$3,000 (\$100 x 30 lots) for a total of **\$13,095.95**.

Total Open Space Fee for Plat 2 (28 lots) = 17.647 acres x (\$10,807.05 x 7.5%) = **\$14,303.40** + \$2,800 (\$100 x 28 lots) for a total of **\$17,103.40**.

Total Open Space Fee for Plat 3 (25 lots) = 10.263 acres x (\$10,807.05 x 7.5%) = **\$8,318.42** + \$2,500 (\$100 x 25 lots) for a total of **\$10,818.42**.

Total Open Space Fee for Plat 4 (20 lots) = 9.802 acres x (\$10,807.05 x 7.5%) = **\$7,944.80** + \$2,000 (\$100 x 20 lots) for a total of **\$9,944.80**.

Total Open Space Fees paid to date (Plat 1 – Plat 4) = \$40,662.57

Total Open Space Fee for Plat 5 (27 lots) = -\$460.34 (overpaid by developer)

No additional open space fee will be due (including “per lot fee”) for the rest of the development.

Per Chapter 1295.07(d), the following escrows shall be provided to the satisfaction of the City prior to signing the Final Plat of Plat 9:

Estimate of Construction Costs:

• Roadway and Pavement	\$TBD
• Drainage	\$TBD
• Erosion Control	\$TBD
• Waterline	\$TBD
• Sanitary Sewer	\$TBD
• Sidewalks (5’): (12,526.90 sq.ft. @ \$6.00/sq.ft.)	\$89,344.20
• Curb Ramps: (@ \$1,000 each)	\$6,000.00
• Street Lights: (@ TBD each)	\$0
• Street Signs: (# of signs x \$150)	<u>\$TBD</u>
Total Escrows	\$TBD

RECOMMENDATION

The Planning & Zoning Deputy Administrator recommends that the Planning Commission approve the Final Plat for Hawthorne Subdivision Plat 9, subject to the deposit of escrow and payment of all other applicable fees.

Mr. Walters reviewed the above Staff Report regarding the Final Plat for Hawthorne Plat 9. Developer Mark Rich was present on behalf of the application and said that he concurs with the statements provided by Mr. Walters.

Mr. Lorenz made a motion to recommend approval of the Final Plat for Hawthorne Plat 9, subject to the deposit of escrow and payment of all other applicable fees. Seconded by Mr. Dane, and the request was unanimously approved (4-0).

***Rezoning Request
R3 (Single Family Residential) & INS (Institutional)
to INS (Institutional)
A portion of 871 E. Boundary Street
(Parcel Q61-400-050402025500)***

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

REQUEST

Chapter 1285- Changes and Amendments

PROPERTY LOCATION & DESCRIPTION

The subject property 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. These parcels were recently combined so the singular parcel now features “split zoning.” The residential portion is located on the east side of the property where the former rectory building is located.

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

BACKGROUND

The INS zoning for the church has been in effect since 2006, which was the last comprehensive overview of the zoning code and map. In December of 2023, the church made an application to have the former rectory building become a recognized accessory structure of the church and therefore the two existing parcels were merged into one. This merger allowed the existing rectory building to be brought onto the same lot as the church and therefore a legitimate accessory structure for the expanded Clothesline donation center. Due to the timing of the project, the parcels were merged with two different zoning designations, referred to as split zoning, of a single property.

ANALYSIS

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

Chicken Keeping
One Family Dwelling
Bed & Breakfast **(SAU)**
Rooming House **(SAU)**
Accessory Use
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)**

Per Ch. 1220.03, INS – Institutional District: The institutional district generally is intended to provide areas for public service and are 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. INS “Institutional”: Areas which are adaptable for institutional uses such as government buildings, police, fire and emergency services, post office, YMCA, schools, hospital, museum, churches, library, public and private essential services and utilities, cultural art facility, public cemetery and senior/youth centers. Special Approval Use is generally required in order to minimize any adverse impact that can result when such uses are located near residential neighborhoods.

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

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 Universities (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)

RECOMMENDATION

The Planning and Zoning Administrator recommends that the Planning Commission recommend to City Council approval of the zoning amendment from Single Family Residential (R3) and Institutional (INS) to Institutional (INS) for the subject parcel listed in this report.

Further, it is recommended that a Public Hearing be set before the City Council meeting for December 2, 2025, at 6:25 p.m.

Mr. Walters reviewed the above Staff Report regarding the Rezoning Request from R3 (Single Family Residential) and INS (Institutional) to INS (Institutional) for a portion of 871 E. Boundary Street (Parcel Q61-400-050402025500). The applicants were not present. There was a brief discussion about the merging of two parcels with separate zoning classifications, and Mr. Walters referenced the provided legal description for this request.

Mr. Lorenz made a motion to recommend approval of the Rezoning Request from R3 (Single Family Residential) and INS (Institutional) to INS (Institutional) for a portion of 871 E. Boundary Street (Parcel Q61-400-050402025500), and that a

Public Hearing be scheduled for December 2, 2025, at 6:25 pm. Seconded by Mr. Bade, and the application was unanimously recommended for approval (4-0).

OTHER BUSINESS

Mr. Walters added that Pivotal Development recently received a parking variance for their proposed parcel on W. Sixth Street, so that application is expected to be reviewed at the December 4, 2025 meeting.

There being no further business, the meeting adjourned at 6:39 pm.

Respectfully submitted,

Heather Alfaro
Recording Secretary