

# PLANNING COMMISSION MEETING

**May 29, 2025**

Chairman, Rob Vela, called the meeting to order at 6:36 p.m. Commission members present were Mathew Beredo, Mayor Mackin, Rob Vela, and Becky Williams (4). Megan Wolfinger arrived at 6:56 p.m. (1). Greg Bade and Andy Lorenz were absent (2). Brody Walters, Planning & Zoning Administrator, was also present.

## **APPROVAL OF MINUTES**

Ms. Williams moved to approve the May 8, 2025, meeting minutes as written and seconded by Mr. Beredo. Ayes: Beredo, Mackin, Vela, and Williams (4). Nays: (0).

## **ADMINISTRATOR'S REPORT**

None.

***Final Site Plan Amendment  
Karuna House  
217 W. Third Street***

## **APPLICANT/OWNER/DEVELOPER**

Mark Shambarger  
Coger/Shambarger Architect, Inc.  
4427 Talmadge Road, Suite H  
Toledo, OH 43623

Gretchen Von Seggern  
Karuna House  
217 W. Third Street  
Perrysburg, OH 43551

## **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 (formally Perrysburg Mini Engine) is located on the north side of West Third Street, directly across from the Perrysburg Municipal Court, and just west of the Walnut Street and West Third Street intersection. The site comprises 0.25 acres and is zoned C-2 (Central Business).

Adjacent zoning:

- North – R-3 (Single Family Residential),
- East – INS (Institutional Uses)
- South – INS (Institutional Uses)
- West – C-2 (Central Business)

## **BACKGROUND**

This property underwent a Preliminary and Final Site Plan review in September 2022 and again in January 2023. The approved plans from the most recent site plan review have been constructed and this amendment request is for the addition of a 16' x 32' office off the northeast corner of the building (toward the alley). A previous site plan amendment received permission on July 25, 2024, for this office to be 16' x 24'.

## **ANALYSIS**

The land uses associated with the prior approvals are still valid and because of the property's C-2 zoning, there are no required setbacks for the structures on the property. The addition would be set back further from the eastern property line than the current building. The height of the addition is 16' at the tallest part of its shed roof (east wall). The building materials are consistent with the original building and utilize board and batten wood siding, metal roofing, glass, and stone veneer. 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 Karuna House at 217 W. Third Street.

Mr. Walters reviewed the above Staff Report regarding the Final Site Plan Amendment for Karuna House at 217 W. Third Street. Paul Avery was present on behalf of the application. Mr. Walters confirmed that neighboring comments had not been received.

Ms. Williams made a motion to recommend approval of the Final Site Plan Amendment for Karuna House at 217 W. Third Street. Seconded by Mayor Mackin, and the request was unanimously approved (4-0).

***Rezoning Request  
R3 (Single Family Residential) to R5 (Two Family Residential)  
500 Sandusky Street & includes 3 additional Parcels:  
Q61-000-902109001000, Q61-000-902109003000,  
and Q61-000-902109004000***

**APPLICANT/OWNER/DEVELOPER**

Scott Anderson  
3299 Chapel Creek Dr.  
Perrysburg, OH 43551

Aaron Schoen  
3747 Turtle Creek Dr.  
Perrysburg, OH 43551

**REQUEST**

Chapter 1285- Changes and Amendments

**PROPERTY LOCATION & DESCRIPTION**

The subject property is located on the south side of East Fifth Street between Locust Street and Sandusky Street, north of the alley. These parcels are all currently zoned R3 (Single Family Residential), and the applicant is hereby requesting a rezoning of the property from R3 to R5 (Two-Family Residential).

Adjacent zoning:

1. North: R3 – Single Family Residential (Zoar Lutheran Church Parking), INS – Institutional Uses
2. East: R3 – Single Family Residential
3. South: R3 – Single Family Residential
4. West: R3 – Single Family Residential

The area of these four parcels combined is approximately 0.49 acres and currently contains vacant land and a parking lot.

**BACKGROUND**

The history of this property’s zoning is not entirely clear, but from reviewing previous copies of the City’s zoning maps and aerial imagery, it appears that since at least 2004 (and most likely much longer) this property has existed with the same uses and zoning districts.

The applicant purchased the parcels in 2023, and it has expressed to the Planning and Zoning staff a desire to build two duplex units on the property (after combining and splitting the parcels, to achieve two lots).

## **ANALYSIS**

The Land Use Plan defines this area as Legacy Residential. This area is characterized by maintaining the existing fabric and character of older, existing Perrysburg neighborhoods with a recommended intensity average of 3-5 units per acre within the area. “Development Character should be single-family residential and community facilities that reflect the current existing character of established Perrysburg communities.” Based on the community analysis, the plan also mentions a need for a variety of housing in the area to address a portion of the population referred to as the “missing middle”. These could encompass ownership or rental opportunities for not only young professionals but also the aging population wanting to downsize as they no longer have dependents living with them. The plan states that a variety of housing options within this area could allow for the transitioning of the “missing middle” to grow into home ownership or retention of existing residents within the area. This could allow for either of the demographics to be retained by allowing them to continuously invest in the community by way of ownership. “There is a need now for a variety of housing sizes and types to accommodate the new trends in household structure. Downtowns and mixed-use environments provide ideal locations for missing middle housing types, which include apartments, condos, duplexes, triplexes, cottage courts, etc.”

Overall, the specific plan calls for this area to be “Legacy Residential” which can be comprised of single-family homes, but it is also important to note the plan suggests unique housing styles and options within the same area.

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Per Ch. 1220.03, R-3 – Single Family Residential is typically an area intended to provide desirable settings for residential development within the several density ranges described in the City of Perrysburg Comprehensive Plan and for various types of dwelling units with appropriate regulations regarding physical development. As appropriate, the districts also allow other uses compatible with residential areas, either as permitted or as special uses. Basic urban services, including adequate access and utilities, are necessary for these districts. Specifically, medium-density residential development has ready access to most community services. Includes land with little or no topographical problems.

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)**

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Per Ch. 1220.03, R5 – Two Family Residential is defined as “areas intended to provide areas for two-family dwellings.”

The following uses are permitted uses or allowed with a Special Approval Use (SAU) within **R5**.

One family Dwelling  
Two-family Dwelling  
Bed & Breakfast **(SAU)**  
Rooming House **(SAU)**  
Accessory Uses  
Child Day Care Centers **(SAU)**  
Essential Services  
Non-Commercial Recreational Facilities **(SAU)**  
Parks and Recreation Facilities **(SAU)**  
Part-time Child Day Care Centers **(SAU)**  
Public Service Facility **(SAU)**  
Public/Private Utility **(SAU)**

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## **RECOMMENDATION**

The Planning and Zoning Administrator recommends that the Planning Commission recommend to City Council approval of the Rezoning Request from Single Family Residential (R3) to Two Family Residential (R5) for the (4) subject parcels listed in this report.

**Further, it is recommended that a Public Hearing be set before the City Council for July 1, 2025, at 6:20 p.m.**

Mr. Walters reviewed the above Staff Report regarding the Rezoning Request from R3 (Single Family Residential) to R5 (Two Family Residential) for 500 Sandusky Street, which includes 3 additional Parcels: Q61-000-902109001000, Q61-000902109003000, and Q61-000-902109004000 along Sandusky Street and E. Fifth Street. Aaron Schoen was present virtually via Teams on behalf of the application and said that he is looking

at developing (2) R5 lots at 22,000 SF. Ms. Williams asked if duplex projects come back before the Planning Commission, and Mr. Walters said that these lots will be built to suit, like single-family and therefore will not come back for a review before the Planning Commission. Ms. Williams asked that Mr. Schoen keep the egress of the alley in mind, and Mr. Beredo noted the single-family street access nearby.

Kim Dane, 315 E. Sixth Street, was present and requested that the developer be mindful of the alley, noting that the traffic is mainly pedestrian. She added that she knows that the final development will look good.

Mr. Beredo asked if there would be access off of Sandusky Street, and Mr. Schoen confirmed that it is his goal to avoid the alley and provide access off of E. Fifth Street and Sandusky Street.

Mr. Vela made a motion to recommend approval of the Rezoning Request from R3 (Single Family Residential) to R5 (Two Family Residential) for 500 Sandusky Street, which includes 3 additional Parcels: Q61-000-902109001000, Q61-000-902109003000, and Q61-000-902109004000 along Sandusky Street and E. Fifth Street, and that a Public Hearing be scheduled for July 1, 2025, at 6:20 pm. Seconded by Ms. Williams, and the application was unanimously recommended (4-0).

### ***Code Amendment***

***Chapter 1215.02(110.01) – Medical Marijuana***

***Chapter 1225.08 – Land Use & Base Zoning District Table***

***Chapter 1235.04(aaa) – Special Approval Uses***

## **APPLICANT/OWNER/DEVELOPER**

### **MEMORANDUM**

TO: Members of the Planning Commission

FROM: Timothy W. Effler, Law Director

DATE: May 23, 2025

SUBJECT: Submission of Conflicting Cannabis Legislation for Planning Commission Review

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This memorandum is provided to inform and clarify the purpose behind the submission of two conflicting legislative proposals regarding cannabis-related activities in the City:

1. A complete prohibition on all cannabis cultivation, processing, and dispensing within the City.
2. A regulated allowance for medical marijuana dispensaries only, prohibiting all other cannabis-related cultivation and processing activities.

These proposals are being presented concurrently to allow the Planning Commission the opportunity to fully evaluate and provide a recommendation on the most appropriate path forward. The City Council will ultimately decide on the final policy direction, but your review is a critical step in this process.

The City currently has a temporary moratorium in place on all cannabis-related cultivation, processing, and dispensing activities. This moratorium was enacted to provide time for staff, legal counsel, and relevant boards and commissions to assess the potential impacts of cannabis operations and to craft appropriate regulations.

With the expiration of the moratorium approaching, we are requesting that the Planning Commission conduct a timely review of the two legislative paths and make a recommendation to the City Council. Failure to adopt a permanent policy before the moratorium lapses could leave the City without enforceable regulations, increasing legal and procedural risks.

By evaluating both a complete prohibition and a narrowly tailored allowance for medical dispensaries, the Commission can ensure the City Council has a full understanding of the implications and options before making a final determination.

Please feel free to reach out with any questions or if additional information is needed ahead of the scheduled meeting.

Respectfully submitted,

Timothy W. Effler  
Law Director

Mr. Walters reviewed the above memorandum and the corresponding cannabis legislation that Mr. Effler had prepared. Mr. Beredo asked how this legislation had come back before the Commission, and Mayor Mackin said that City Council had voted down the previous legislation. Mayor Mackin noted that a resident made a very strong case for medical marijuana to City Council recently. The Commission continued to discuss the options before them. Mayor Mackin said that he is in support of medical marijuana and added that the state budget is up for review and vote in July 2025, noting that the state legislature has removed the city's tax benefit. Mr. Beredo said that this legislation should be up to the determination of City Council and what they believe is the will of the people. Ms. Wolfinger asked why medical marijuana would not be supported. Mr. Walters said that Mr. Effler is prepared to move this legislation forward to City Council, and added that a Public Hearing will need to be scheduled for July 1, 2025. Mr. Beredo noted that the language is very detailed and that it makes sense to move it forward. There was further discussion regarding the Special Approval Use criteria. Mr. Beredo noted that Bowling Green has dispensaries, and Mayor Mackin said that he has spoken with their mayor, noting that there have not been any issues. Mayor Mackin added that 57% of the community is in favor of adult use, according to voting records.

Mayor Mackin made a motion to recommend approval of the proposed legislation allowing for a regulated allowance for medical marijuana dispensaries only, prohibiting all other cannabis-related cultivation and processing activities, including accompanying language for permit definitions and special approval use, and that a Public Hearing be scheduled for July 1, 2025, at 6:00 pm. Seconded by Mr. Beredo. Ayes: Beredo, Mackin, Vela, and Wolfinger (4). Nays: Williams (1).

## **OTHER BUSINESS**

Ms. Williams thanked Ms. Wolfinger for her service thus far and wished her well in her future endeavors.

There being no further business, the meeting adjourned at 7:18 pm.

Respectfully submitted,

Heather Alfaro  
Recording Secretary