

PLANNING COMMISSION MEETING

March 27, 2025

Chair, Rob Vela, called the meeting to order at 7:07 p.m. Commission members present were Greg Bade, Mathew Beredo, Mayor Mackin, Rob Vela, and Becky Williams (5). Andy Lorenz and Megan Wolfinger were absent (2). Brody Walters, Planning & Zoning Administrator, was also present.

APPROVAL OF MINUTES

Ms. Williams moved to approve the February 27, 2025, meeting minutes as written and seconded by Mr. Bade. Ayes: Bade, Beredo, Mackin, and Williams (4). Nays: (0). Abstain: Vela (1).

ADMINISTRATOR'S REPORT

Mr. Walters noted that the Commission would discuss a few items under Other Business:

1. The option to change the meeting time to 6:00 p.m.
2. Update regarding Tri-State Forest Products

Rezoning Request

***OS (Office and Service) to C3 (Community Shopping)
13103 Roachton Road and 13125 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: Q61-100-240000005500, and Q61-100-240000005002, which are approximately 1.61 acres currently zoned OS (Office and Service).

Adjacent zoning:

1. North: "PBP" Planned Business Park
2. East: "R-3" Single Family Residential
3. South: "OS" Office and Service (currently requested to be R-5 Two 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-3 Community Shopping.

ANALYSIS

The Land Use Plan designates the area as Suburban Corridor, which allows for both residential and locally focused commercial (retail/office) that primarily serves residents within the surrounding neighborhoods or City. (SEE INCLUDED INFORMATIONAL SHEETS). Typical recommended uses would include retail, office, multifamily, public and semi-public uses. The requested zoning category of C3 – Community Shopping would address the tenant of locally focused commercial or retail uses as described in the land use plan.

Per Ch. 1220.03, C3 zoning is defined as areas adaptable for planned shopping centers with uses restricted to the types normally included in such developments.

The following uses are permitted uses or allowed with a Special Approval Use (SAU) within **C-3 (Community Shopping)**:

- Farm Markets and Stands **(SAU)**
- Animal Services (outdoor) **(SAU)**
- Animal Services (indoor)
- Automotive Oil & Lube Service Facilities
- Carry-Outs/Other Business, Alcoholic Beverages **(SAU)**
- Commercial Recreational Facilities **(SAU)**
- Commercial Schools
- Entertainment and Spectator Sport Facilities
- Grocery Stores
- Gym/Fitness Facilities (<5,000 GSF)
- Gym/Fitness Facilities (>5,000 GSF)
- Massage Establishment **(SAU)**
- Motels and hotels
- Neighborhood Business less than 10,000 SF
- Office and Banks

Personal Services
Printing
Restaurant carry-out only
Restaurant drive-in **(SAU)**
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)**
Service Station **(SAU)**
Shopping Center
Repair Services, Consumer
Medical Offices
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 **(SAU)**
Public/Private Utility

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

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 Administrator recommends that the Planning Commission recommend approval of the zoning amendment from OS (Office and Service) to C3 (Community Shopping) for the proposed parcels identified in the attachments of this report.

Further, it is recommended that a Public Hearing be set before the City Council for May 6, 2025, at 6:10 p.m.

Mr. Walters reviewed the above Staff Report regarding the Rezoning Request from OS (Office and Service) to C3 (Community Shopping) for 13103 Roachton Road and 13125 Roachton Road. He noted that an email had been received from the homeowners at 3102 Steeplechase Lane stating that they are against the rezoning request. Matt Temby was present virtually via Teams. Mr. Vela said that he appreciated Mr. Temby looking at the rezoning from a different lens and added that he is concerned that the rear property would be landlocked. Mr. Temby clarified that there is an access easement from the existing house back to the rear parcel. Mr. Walters noted that three users would be utilizing one driveway and added that there would be an additional site plan review for the end user of the proposed C3 parcels. He added that the city is working through rewriting the zoning code, and there has been discussion to remove the OS zoning district and reabsorb it into another district. Mr. Bade said that he shares the concerns about the nearby boulevard, and there was a brief discussion about commercial businesses next to the townhomes.

Aaron Schoen, 134 W. South Boundary Street (Suite B), was present and noted the wide open list of uses for this zoning district. He added that he is concerned with traffic and U-turns.

Kevin Stuckey, 3144 Steeplechase Lane, was present and asked about setbacks. He stated that he is adjacent to the three parcels that have been requested for rezoning and that he is concerned with a buffer space between the residential properties.

Mr. Vela made a motion to recommend approval of the Rezoning Request from OS (Office and Service) to C3 (Community Shopping) for 13103 Roachton Road and 13125 Roachton Road, and that a Public Hearing be scheduled for May 6, 2025, at 6:10 p.m. Seconded by Ms. Williams. Ayes: Beredo, Mackin, Vela, and Williams (4). Nays: Bade (1).

***Rezoning Request
OS (Office & Service) to R5 (Two Family Residential)
Parcel Q61-100-240000006000 (0 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 parcel included in this request is: Q61-100-240000006000, which is approximately 0.88 acres, currently zoned OS (Office and Service).

Adjacent zoning:

5. North: "OS" Office & Service but requested to be "C3" Community Shopping
6. East: "R-3" Single Family Residential
7. South: "R-3" Single Family Residential
8. West: "R3" Single 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 R-5 Two-Family Residential.

ANALYSIS

The Land Use Plan designates the area as Suburban Corridor which allows for both residential and locally focused commercial (retail/office) that primarily serves residents within the surrounding neighborhoods or City. (SEE INCLUDED INFORMATIONAL SHEETS). Typical recommended uses would include retail, office, multifamily, public and semi-public uses. The requested zoning category of R5 – Two Family Residential would address the tenant of multi-family as described in the land use plan.

Per Ch. 1220.03, R5 zoning 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 **R-5 (Two-Family Residential)**:

One Family Dwelling
Two Family Dwelling
Bed & Breakfast **(SAU)**
Rooming House **(SAU)**
Accessory
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 **OS (Office and Service)**:

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 Administrator recommends that the Planning Commission recommend approval of the zoning amendment from OS (Office and Service) to R5 (Two Family Residential) for the parcel identified in this report.

Further, it is recommended that a Public Hearing be set before the City Council for May 6, 2025, at 6:00 p.m.

Mr. Walters reviewed the above Staff Report regarding the Rezoning Request from OS (Office and Service) to R5 (Two Family Residential) for Parcel Q61-100-240000006000 (o Roachton Road). Matt Temby was present virtually via Teams. Mr. Walters noted

that an email had been received from the homeowners at 3102 Steeplechase Lane stating that they are against the rezoning request. Mr. Vela said that he appreciated Mr. Temby looking at the rezoning from a different lens and added that he is concerned that the rear property would be landlocked. Mr. Temby clarified that there is an access easement from the existing house back to the rear parcel. Mr. Walters noted that three users would be utilizing one driveway and added that there would be an additional site plan review for the end user of the proposed C3 parcels. He added that the city is working through rewriting the zoning code, and there has been discussion to remove the OS zoning district and reabsorb it into another district. Mr. Bade said that he shares the concerns about the nearby boulevard, and there was a brief discussion about commercial businesses next to the townhomes.

Aaron Schoen, 134 W. South Boundary Street (Suite B), was present and noted the wide open list of uses for this zoning district. He added that he is concerned with traffic and U-turns.

Kevin Stuckey, 3144 Steeplechase Lane, was present and asked about setbacks. He stated that he is adjacent to the three parcels that have been requested for rezoning and that he is concerned with a buffer space between the residential properties.

Mr. Vela made a motion to recommend approval to City Council of the Rezoning Request from OS (Office and Service) to R5 (Two Family Residential) for Parcel Q61-100-240000006000 (O Roachton Road), and that a Public Hearing be scheduled for May 6, 2025, at 6:00 p.m. Seconded by Mayor Mackin. Ayes: Beredo, Mackin, Vela, and Williams (4). Nays: Bade (1).

***PUD Final Site Plan Amendment
Carronade Park (Dog Park & Pickleball Court)
26555 Carronade Drive***

APPLICANT/OWNER/DEVELOPER

Aaron Schoen
Schoen Builders
134 W. South Boundary Street, Suite B
Perrysburg, Ohio 43551

REQUEST

Chapter 1240.12 – Amendments to PUD Plans

PROPERTY LOCATION & DESCRIPTION

The subject property comprises three separate parcels: Q61-400-080401001001, Q61-400-080401002004, and Q61-400-090302001005. These parcels are bounded by I-75,

Blue Jacket Rd., Kenton Trail, and Lake Vue Apartments. This site is approximately 22.77 acres in size and all three properties are zoned R-5 (Two-Family Residential) and were approved for a Planned Unit Development Overlay by the Planning Commission in 2016.

BACKGROUND

On April 4, 2017, the applicant was approved by city council in a 7-0 vote to create the PUD for the Carronade Park Multi-Family Residential Complex. This complex consists of 120 residential units across 29 buildings. In May of 2023, the applicant determined a need for additional parking and was approved for an amendment to the plan that approved an additional 84 parking spaces along the private road.

ANALYSIS

Chapter 1240.12 of the zoning code allows the Planning Commission to review “minor” site plan changes within a PUD area. To be considered minor, the proposed changes should not violate area or density requirements, or change the overall character of the approved plan.

The current request by the applicant is to add a dog park and a pickleball court for the enjoyment of the current and future residents of the development. The dog park is approximately 8,500 SF in size and the pickleball court is approximately 1,800 SF in size. These proposed improvements are partially located in the 100’ pipeline easement but an email has been provided that indicates Buckeye Partners (pipeline company) approval. If the pickleball court adds any additional impervious area to the overall project, a storm water review will have to be completed, or in the alternative, impervious area from other portions of the development could be reduced to offset the difference.

RECOMMENDATION

The Planning and Zoning Administrator recommends that the Planning Commission view this proposed change as a “minor” change. Additionally, it is recommended to approve the Final Site Plan PUD Amendment for the addition of the pickleball court. Due to the proximity to existing single-family residences, adjacent to the proposed dog park location, it is not recommended to approve this location/feature in the amended plan. If the dog park area could be relocated to the interior of the development, north of the gas line easement, approval would be recommended.

Mr. Walters reviewed the above Staff Report regarding PUD Final Site Plan Amendment (Dog Park and Pickleball Court) for Carronade Park at 26555 Carronade Drive. He added that his office has received a few calls from neighbors asking about the proposed locations of the dog park and pickleball court. Mr. Schoen said that he chose the least intrusive option for both locations and added that within the development, dogs are required to be on-leash, so the proposed dog park would allow for the dogs to be off-

leash and not be unattended. He added that he is willing to pull the dog park fence back off of the abutting residential rear yards and add a buffer of arborvitaes. Mr. Schoen noted that the proposed locations are outside of easements, drainage, and retention. Mr. Bade said that he appreciates the buffer between the residential properties, and Mr. Schoen confirmed that they will uphold the maintenance of the dog park by also installing double gates for the mowers to access the fenced-in area. Mr. Schoen added that the abutting property has their fence installed four (4) feet onto Carronade Park's property, which will remain installed as such. Mr. Walters stated that this property is unique as it has a PUD Development Agreement. Mr. Vela recommended that Mr. Schoen talk with the abutting neighbors about the proposed installations.

Mr. Bade motioned to approve the PUD Final Site Plan Amendment (Dog Park and Pickleball Court) for Carronade Park at 26555 Carronade Drive. Seconded by Mr. Vela, and the request was unanimously approved (5-0).

OTHER BUSINESS

Mr. Walters introduced an update to the Green Lane Right-of-Way (extension of W. Boundary Street) near the Waste Water Treatment Plant. He added that the city is proposing to vacate the existing right-of-way and reestablish a new right-of-way so that the plant can expand. Mr. Walters said that a public hearing has been scheduled for April 1, 2025, at 6:20 pm to hear public comment.

Mr. Bade asked when the bike path is expected to continue to be installed along Fort Meigs Road, and Mayor Mackin said that it is sometime next year.

There was further discussion about moving the Planning Commission meeting time up to 6:00 p.m. or 6:30 p.m.

Mr. Vela made a motion to amend the Planning Commission meeting time to 6:30 p.m. going forward. Seconded by Ms. Williams, and the motion was unanimously approved (5-0).

There being no further business, the meeting adjourned at 8:01 pm.

Respectfully submitted,

Heather Alfaro
Recording Secretary