

City of Defiance Planning Commission

July 21, 2025, Meeting Minutes

ATTENDANCE:

Name	Title	Yes	No
Ryan Mack*	Defiance City Planning Commission Chairman, Defiance City Administrator <i>(Representative to Defiance Reinvestment Area Committee)</i>	X	
Steve Hoffman Jr.*	Defiance City Planning Commission Vice-Chairman	X	
Drew Shindler *	Defiance City Planning Commission Member	X	
Gary Butler*	Defiance City Planning Commission Member		X
Mike Adams*	Defiance City Planning Commission Member <i>(Representative from Parks Board)</i>		X
Mike McCann*	Defiance City Mayor	X	
Staci Kaufman*	Defiance City Planning Commission Member	X	
Melinda Sprow	Defiance City Engineer		X
Rex Robison	Defiance City Zoning Commissioner	X	
Niki O. Warncke	Defiance City Planning Commission Clerk	X	
Sean O'Donnell	Defiance City Law Director	X	
Connie Seimet	Defiance City Planning Commission Secretary	X	

* Voting Members of Committee

OTHERS PRESENT (as noted on "sign in" sheet):

Name	Company	Address	Phone No.
Rex Robison	RER Homes	Kammeyer Road	419-769-5591
Josh Mast	City Council	340 Northwood	419-782-1320
Matt Books	7 Brew	3538 US 42	513-783-3007

Chairman Mack called the meeting to order at 4:30 p.m. with a quorum present.

ADMINISTRATIVE ITEMS:

ITEM 1: Roll Call of Members.

ITEM 2: Mayor McCann made a motion to approve the May 19, 2025, Planning Commission Meeting Minutes; Mr. Hoffman seconded the motion. The motion carried unanimously.

PLANNING ITEMS:

ITEM 1:

SITE PLAN REVIEW

PROJECT LOCATION: 1180 N. CLINTON STREET, DEFIANCE, OH 43512.

APPLICANT: BREW TEAM OH, LLC., 3108 VESTAL PKWY. E., VESTAL, NY 13850.

Description: Parcel I06-0014-0-031-10 is approximately 0.6123 acres located Section 14 Out lot B in the City of Defiance, Noble Township, Defiance County, OH. Applicant is requesting a site plan review for construction of a new drive thru beverage kiosk.

Chairman Mack read the item to all.

Mr. Mack wanted to know who was present to represent the item.

Matt Books, Director of Operations, was present. Mr. Books said the building will be pre-fab and will be put up quickly (they are hoping to have it open by the end of the year). Mr. Books explained they handle coffee, tea and other beverages and not any food; there will be a double drive thru installed. Mr. Books said they have a walk up for someone that has a bigger truck and can't use the drive thru. Mr. Mack said he saw one in Perrysburg. Mr. Books said that was recently opened. Mr. Books said they are addressing comments from the City Engineer.

Mr. Mack said not all of the questions have been answered from the City Engineer, which included: providing drainage calculations, providing detention calculations with long term operation and maintenance document, providing easement for storm drainage system, providing a letter from the property owner indicating they have approved the plans and will accept the storm drainage, providing tie-in detail to sanitary sewer main and addressing comments from the City Engineer at the conclusion of a full review of the construction drawings.

Mr. Schindler asked if sidewalks would be installed. Mr. Robison said they already have sidewalks along North Clinton Street.

- Site Plan: Ms. Kaufman made a motion to approve the Site Plan contingent upon required information be submitted to the City Engineer; seconded by Mr. Hoffman. All members voting aye, the motion was approved.

ITEM 2:

VARIANCE REQUEST

PROJECT LOCATION: 214-218 UNION STREET, DEFIANCE, OH 43512.

APPLICANT: REX ROBISON, 24230 KAMMEYER ROAD, DEFIANCE, OH 43512

Description: Parcel B01-3122-0-036-00, approximately 0.2 acres, located in Defiance Addition Lot 39, City of Defiance, Noble Township, Defiance County, OH. Applicant is requesting the following variances to allow for construction of a new 2-unit residential building:

-Variance request to reduce the required 8' side yard setback to 0' on both lots per *City of Defiance Planning and Zoning Code*, Chapter 1173.02-1 chart.

-Variance request to reduce the required 30' back yard setback to 12' on both lots per *City of Defiance Planning and Zoning Code*, Chapter 1173.02-1 chart.

Chairman Mack read the item to all.

Mr. Mack wanted to know who was present to represent the item.

Rex Robison, owner/contractor, was present. Mr. Robison said two buildings were removed to allow the construction of a zero-lot line two unit building that will be split into two lots and be sold.

Mayor McCann asked about how the roof replacement is handled. Mr. Robison said that will be included in the agreement on the deed and handled by the lawyers. Mr. Robison said the water lines, sanitary and storm will all be separate for each unit; there will be one electric with two separate meters.

Mr. Robison said he wouldn't have needed to come to Planning Commission since it is a duplex but he is going to split the buildings and lot and sell them.

Mayor McCann asked if they would have room for parking. Mr. Robison said there is 22' front yard plus the right of way from Union Street plus approximately 30' on the end of each unit plus the right of way.

Mr. Mack said there were comments from the City Engineer that will need to be addressed: A minor subdivision will be required since they are creating two lots, the sanitary lateral crossing the southern parcel from the northern unit should be located in an easement and the site plan will be reviewed prior to issuing the Engineering Certificates.

Mr. Robison said they will run two new sanitary taps from the alley (no easement will be needed) and the other items will be addressed with the City Engineer.

- Mayor McCann made a motion to approve the Variance request to reduce the required 8' side yard setback to 0' on both lots; seconded by Mr. Shindler. All members voting aye, the motion was approved.
- Mayor McCann made a motion to approve the Variance request to reduce the required 30' back yard setback to 12' on both lots; seconded by Ms. Kaufman. All members voting aye, the motion was approved.

CLERK'S REPORT:

- Ms. Warncke reported on the final meetings for the Parks and Riverfront Master Plan:
 - Final Community Workshop & Open House on Tuesday, July 29th from 6:00 p.m. to 8:00 p.m. at the Stroede Center.
 - Final Joint Parks Commission & Planning Commission Meeting on Monday, August 18th at 5:00 p.m. in Council Chambers, City Hall.
 - Final Council Presentation on Tuesday, September 2nd at 7:00 p.m. in Council Chambers at City Hall.

OPPORTUNITY FOR PUBLIC INPUT AND DISCUSSION OF TOPICS:

- None were presented.

ADJOURNMENT OF MEETING:

A motion was made by Mayor McCann; seconded by Mr. Shindler to adjourn the meeting at 4:42 p.m. All members voting aye, the motion passed and the meeting was adjourned.

Minutes respectfully submitted by,

Connie M. Seimet

Planning Commission Secretary



Niki O. Warncke

Planning Commission Clerk



Ryan Mack

Planning Commission Chairman