

City of Defiance

Planning Commission

November 17, 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
Vacant Position	Defiance City Planning Commission Clerk		
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.
Barb Gregory		1804 Ayersville Ave., Defiance, Ohio 43512	419-980-6744
Louis Salina II		1722 Ayersville Ave.	419-956-9867
Julie Baden, Cory Baden, Katie Baden		2716 S. St. Rt. 66	419-769-6707
Brooks Gype		2720 S. St. Rt. 66	
Brad Federinko		104 Prospect	843-422-9715
Todd Helberg (did not sign in)	Crescent News		
Carley Riethman		916 E. Second St.	419-769-1006
Ryan Lucke and Greg Bockrath	Bockrath & Assoc.		
Josh Mast	Council	340 Northwood Dr.	

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: Mr. Adams made a motion to approve the September 15, 2025, Planning Commission Meeting Minutes; Mr. Shindler seconded the motion. The motion carried unanimously.

ITEM 3: Mr. Adams made a motion to approve the October 1, 2025, Special Planning Commission Meeting Minutes; Ms. Kaufman seconded the motion. The motion carried unanimously.

ITEM 4: Appointment of CRA Representative from Planning Commission. The current two-year term for Mr. Ryan Mack will expire on 12/31/25. Mayor McCann nominated Mr. Mack for the position; Mr. Hoffman seconded the motion. The motion carried unanimously.

Mr. Mack accepted the appointment.

ITEM 5: Mr. Mack explained the vacant position of Planning Commission Clerk will need to be filled, as it is current vacant due to Ms. Warncke leaving. Mayor McCann nominated Melinda Sprow, City Engineer; Ms. Kaufman seconded the motion. The motion carried unanimously. Ms. Sprow accepted the appointment.

PLANNING ITEMS:

ITEM 1:

MAP AMENDMENT/REZONING

PROJECT LOCATION: 916 E. SECOND STREET, DEFIANCE, OH 43512
APPLICANT: CARLY RIETHMAN, 24909 CR 178, DEFIANCE, OH 43512.

Description: Parcel B01-4145-0-096-00 is approximately 0.133 acres located in Biede Place Lot 206 in the City of Defiance, Noble Township, Defiance County, Ohio. Applicant is requesting a map amendment to rezone the parcel from B-1: Neighborhood Business District to R-2: Medium Density Residence District to allow for a conversion of an existing commercial space to a residential unit.

Chairman Mack read the item to all.

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

Carley Riethman, owner of 916 E. Second, was present. Ms. Riethman said the back of the building is already an apartment and the front is a commercial property. Ms. Riethman said she is struggling to get tenants. Mr. Mack said the parcel is surrounded by residential properties.

- Mayor McCann made a motion to approve the Map Amendment/Rezoning Request from B-1 to R-2 and recommend to City Council; seconded by Mr. Adams. All members voting aye, the motion was approved.

ITEM 2:

MAP AMENDMENT/REZONING REQUEST, VARIANCE REQUESTS, & PLAT REVIEW

PROJECT LOCATION: 0 AYERSVILLE AVENUE, DEFIANCE, OH 43512.
APPLICANT: JEFFERSON SOUTH HOLDINGS, LLC, 2716 SOUTH STATE ROUTE 66, DEFIANCE OH 43512

Description: Parcel J09-0031-0-020-00 is approximately 33.8 acres located in Section 31 SE PT NW & Englewood Addition & Ext Lot 23 in the City of Defiance, Richland Township, Defiance County, OH. Applicant is requesting a map amendment from the R-1: Low Density Residence District to the PUD: Planned Unit Development Overlay District. The following variances are requested to be included in the PUD Overlay:

-Variance request to exceed the total lot coverage for residential PUDs to exceed 25% of the total project area per *City of Defiance Planning and Zoning Code*, Chapter 1171.07.A.7.

Chairman Mack read the item to all.

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

Ryan Lucke, Bockrath and Associates, was present. In addition, Cory Baden, developer, Greg Bockrath, Bockrath and Associates, and Brad Federinko was present. Mr. Lucke said this would be a request similar to the Whispering Pines development. Mr. Lucke explained they are making the request for a private development with single family housing (125 proposed lots). Mayor McCann

said he is concerned with the future of the development and the private infrastructure; who will take care of it at that time (in the future)? Mayor McCann inquired about the care of repairs to waterlines and sanitary lines. Mr. Lucke said there will be inspections done annually and the HOA will have funds to pay for it. Mr. Bockrath said there are easements granted to the City for the storm sewers and the work will then be accessed to the home owners. Ms. Sprow said that is for storm sewers only.

Mr. O'Donnell wanted to know if the HOA will be recorded. Mr. Lucke said it would be.

Ms. Kaufman wanted to make sure the infrastructure will be maintained. Mr. Federinko said they have a company that will take care of that. Mayor McCann wanted to make sure everything was "spelled out" to the home owners as well as all of the terms of the HOA. Mayor McCann said there are items to be worked out regarding the development, which Ms. Sprow will explain. Ms. Sprow said she will need the utility and civil plans as well as several other items to be addressed and noted (which will be provided to Bockrath and Associates): Proposed sidewalks are to be 5' wide and tie into the new Ayersville Avenue Sidewalk 2026 project and provide cross access to property west of the site.

Mr. Bockrath wanted to confirm that the preliminary design will not go to City Council. Mr. O'Donnell explained the development plan that was submitted will be taken to City Council. Ms. Sprow explained since it is a private development and no public right-of-way, things are different.

Mr. Mack wanted to know if anyone else had any questions.

Barbara Gregory, 1804 Ayersville, said her property will be next to the driveway entrance into the development. Mr. Bockrath explained that will be the only access into the development. Ms. Gregory wanted to know what was surveyed. Mr. Bockrath said they did not survey her property and the development will not be on her property.

- Ms. Kaufman made a motion to approve the Map Amendment/Rezoning Request from R-1 to PUD Planned Unit Development Overlay District and recommend to City Council; seconded by Mr. Adams. All members voting aye, the motion was approved.
- Mr. Shindler made a motion to approve the Variance request to exceed the total lot coverage for residential PUDs to exceed 25% of the total project area; seconded by Mr. Butler. All members voting aye, the motion was approved.
- Mr. Adams made a motion to approve the Review of the Plat, pending receipt of required items by City Engineer; seconded by Ms. Kaufman. All members voting aye, the motion was approved.

CLERK'S REPORT:

- None were presented

OPPORTUNITY FOR PUBLIC INPUT AND DISCUSSION OF TOPICS:

- None were presented.

ADJOURNMENT OF MEETING:

A motion was made by Mr. Hoffman; seconded by Mr. Butler to adjourn the meeting at 4:51 p.m. All members voting aye, the motion passed and the meeting was adjourned.

Minutes respectfully submitted by,

Connie M. Seimet

Planning Commission Secretary

Melinda Sprow

Melinda Sprow
Planning Commission Clerk

Ryan Mack

Ryan Mack
Planning Commission Chairman