

**GENERAL INFORMATION**

Subject

- Request - Special Use Permit for Community Recreation – Active
- Location - 1825 Glendale Avenue
- Applicant + Owner - Holy Trinity Lutheran Church  
1825 Glendale Avenue  
Toledo, OH 43614
- Architect - Scot Rossi  
Rossi Associates, LLC  
1821 Spencer Street  
Toledo, OH 43609

Site Description

- Zoning - RD6 / Duplex Residential
- Area - ±1.6 acres
- Frontage - ±340’ along Glendale Avenue  
±447’ along River Road
- Existing Use - Religious Assembly
- Proposed Use - Religious Assembly & After-school program

Area Description

- North - RD6 / Church, single-family homes, duplexes
- South - POS / Maumee River
- East - POS / Walbridge Park
- West - RD6 & RS6 / Single-family homes & duplexes

Combined Parcel History

- P-9-64 - Off-street parking for Holy Trinity Church, N. side of River between River and Glendale. Staff recommended disapproval, PC approved 5/28/1964.

Applicable Regulations

- Toledo Municipal Code (TMC), Part Eleven: Planning and Zoning Code
- Toledo 20/20 Comprehensive Plan

## STAFF ANALYSIS

The applicant, Holy Trinity Lutheran Church, is requesting a Special Use Permit for Community Recreation – Active at 1825 Glendale Avenue in order for Glass City Behavioral Health (GCBH) to continue operating an after-school program out of the existing building's classroom space. The ±1.6-acre site is zoned RD6-Duplex Residential, thus requiring a Special Use Permit for this use. Surrounding land uses include single-family homes, duplexes, and a church to the north; the Maumee River to the south; Walbridge Park to the east; and single-family homes and duplexes to the west.

The GCBH after-school programming is for selected students from various Toledo Public Schools, Mosaic Academy, and various charter schools. When the school day ends, the students are transported in GCBH-owned passenger vans to Holy Trinity Lutheran Church, where they participate in enrichment activities in addition to receiving help with homework. The students remain at the church until approximately 6:30pm, at which time they are transported home in the vans owned by GCBH. The applicant is pursuing this Special Use Permit retroactively, as they have already been using the classroom space and were unaware of this requirement per the Toledo Municipal Code.

### Parking and Circulation

Pursuant to TMC§1107.0600 – *Off-Street Parking Schedule "D"*, Community Recreation facilities have a wide variety of parking demand characteristics making it difficult to specify a single off-street parking standard. Therefore, Schedule "D" parking allows the Planning Director jurisdiction in applying the off-street parking standards specified for the use that is deemed most similar to the proposed use. In this case, the Planning Director has determined that "Day Care Center" parking regulations will be applied, which require one (1) parking spot per six (6) person-capacity. The proposed after-school program will serve eighty-five (85) students who will be transported to and from the church via eleven (11) passenger vans, as well as six (6) staff members who oversee the students. Based on the applied standards, sixteen (16) parking spaces are required. The GCBH vans park in the lot directly adjacent to Holy Trinity Lutheran Church when transporting the students, which has twenty-three (23) spaces and provides sufficient parking for the program. The church has an additional parking lot to the west off of Hedge Lane, which has twenty-five (25) spaces and helps meet the parking needs of the church, as well as allowing parking space for the GCBH vans when not in use.

A portion of the total number of required off-street parking spaces must be specifically designated, located, and reserved for use by persons with physical disabilities. According to the table in TMC§1107.1701 – *Number of Required Parking Spaces for Persons with Disabilities*, the applicant is required to provide at least one (1) van accessible space with an eight-foot (8') drive aisle and one (1) car accessible space with five-foot (5') drive aisles for persons with physical disabilities, based on the church's total of forty-eight (48) parking spaces. The site plan shows four (4) van accessible parking spaces included in the church's adjacent parking lot and is acceptable as depicted.

**STAFF ANALYSIS (cont'd)**

Parking and Circulation (cont'd)

Bicycle parking is required pursuant to Off-Street Parking Schedule “A” (TMC§1107.0300). A minimum of one (1) bicycle space shall be provided per ten (10) automobile parking spaces. Five (5) bicycle spaces are required, however no bicycle parking is depicted on the site plan. This requirement shall be shown on a revised site plan.

Landscaping

The site is existing and per TMC§1114.0500 – *Appearance Upgrade for Nonconforming Development* it is required to be brought closer into compliance with the 2004 landscape standards. As required under TMC§1108.0202 – *Frontage Greenbelt*, a fifteen-foot (15') greenbelt is required along Glendale Avenue and River Road with at least one (1) tree provided for every thirty (30) feet of lot frontage or fraction thereof. The applicant has available credit for existing trees under TMC§1108.0407(B)(1), and the existing frontage greenbelts are acceptable as depicted.

In addition, TMC§1108.0204(B)(9) requires perimeter landscaping to be installed along any parking lot area adjacent to a street, place, or driveway, or which is visible from an immediately adjacent property, and must include a continuous shrub row with a minimum height eighteen inches (18”). Perimeter landscaping must consist of a landscape area at least 10 feet in width, exclusive of sidewalks, walkways, trails, or right-of-way and must be located between the parking lot and the property line. Staff recommends a continuous shrub row be provided to the south of the parking spaces facing River Road, in addition to both the west and east sides of the western parking lot off of Hedge Lane, between the parking lot and neighboring houses. The eastern parking lot has adequate landscaping screening the adjacent residence from the glare of headlights. The required improvements shall be depicted on a revised landscape plan.

Building Design and Materials

There are no changes proposed for the exterior of the building.

Toledo 20/20 Comprehensive Plan

The Toledo 20/20 Comprehensive Plan targets this area for Single-family Residential land uses. Single-family land uses may include libraries, schools, churches, and community centers. The proposed use of Community Recreation – Active for an after-school program is a compatible use for this designation and conforms to the Toledo 20/20 Comprehensive Plan. Staff recommends approval of the Special Use Permit as the proposed use meets the stated purpose of the Zoning Code and the proposed use is compatible with adjacent land uses.

**STAFF RECOMMENDATION**

The staff recommends that the Toledo City Plan Commission recommend approval of

**STAFF RECOMMENDATION** (cont'd)

SUP-1016-24, a Special Use Permit Community Recreation – Active at 1825 Glendale Avenue to the Toledo City Council, for the following two (2) reasons:

1. The proposed use meets the stated purpose of the Zoning Code (TMC§1111.0706(A)); and;
2. The proposed use is compatible with adjacent land uses (TMC§1111.0706(C)).

The staff further recommends that the Toledo City Plan Commission recommend approval of SUP-1016-24, a Special Use Permit Community Recreation – Active at 1825 Glendale Avenue, to the Toledo City Council, subject to the following **nineteen (19)** conditions:

The following conditions are listed by agency of origin. Applicants are encouraged to contact each of the agencies to address compliance with their conditions.

Bureau of Fire Prevention

1. It appears that this building or portions of will undergo a change of use. This will require compliance with all applicable Fire Sprinkler and Alarm, Building, Electrical, Mechanical and Plumbing code requirements. Compliance can not be determined without detailed plans.

Division of Transportation

2. Bicycle parking is required per TMC 1107.0900.
3. Sidewalk is required along Hedge Lane per TMC 1107.1300.
4. Accessible parking signage must be clearly shown and is required to be no less than 60" and no more than 72" above pavement level per TMC 1107.1704.
5. Wheel stops required at parking spots abutting property lines, planting strips, sidewalks and buildings per TMC 1107.1907
6. Angled parking is required to meet Dimension size requirements per TMC 1107.1911.
7. The 4 parking spots adjacent to the existing dumpster enclosure must be removed. A 25' wide drive aisle is required to enter and exit the 4 parking spots per TMC 1107 .1911.
8. "Do Not Enter" signage is required at River Road driveway to prevent wrong way traffic flow.

**STAFF RECOMMENDATION (cont'd)**

Plan Commission

9. Per TMC§1107.0600 – Off-Street Parking Schedule “D”, “Day Care Center” parking regulations will be applied, which require one (1) parking spot per six (6) person-capacity. Sixteen (16) parking spaces are required. **Acceptable as depicted.**
10. Any spaces reserved for the use by persons with physical disabilities shall adhere to the standards outlined in TMC§1107.1700. One (1) van accessible space with an eight-foot (8’) drive aisle and one (1) car accessible space with five-foot (5’) drive aisles are required. **Acceptable as depicted.**
11. Bicycle parking slots shall be provided pursuant to Off-Street Parking Schedule “A,” (TMC§1107.0300). Minimum number of bicycle parking slots required for a community recreation – active is one (1) per ten (10) parking spaces. **Not acceptable as depicted. Applicant shall provide five (5) bicycle parking slots on revised site plan.**
12. Whenever a parking lot extends to a property line, sidewalk, planting strip, or building, a wheel stop device consisting of a concrete stop, a permanent concrete curb, an expanded sidewalk or other suitable restraint as approved by the Planning Director must be installed to prevent any part of a parked motor vehicle from extending beyond the property line, overhanging a pedestrian walkway or sidewalk, or damaging any structure or landscaping (TMC§1107.1907(A)). **Not acceptable as depicted on site plan. Wheels stops shall be shown on a revised site plan for parking spaces in the western parking lot.**
13. Dumpster location(s) shall be clearly defined, have a concrete pad and be surrounded by a solid wooden fence or a masonry screen enclosure with landscaping and shall not be located in any required setbacks or the public right-of-way as stated in TMC§1361.10(b)(10) of the Building Code. **Acceptable as depicted.**
14. A detailed site, lighting, fencing and four (4) copies of a landscaping plan (separate from building & site plans) shall be submitted to the Plan Director for review and approval. Such plan shall include:
  - a. A fifteen-foot (15’) landscaped frontage greenbelt is required along Glendale Avenue and River Road. At least one (1) tree must be provided for every thirty (30) feet of lot frontage or fraction thereof. **Acceptable as depicted with existing tree credits;**
  - b. Perimeter landscaping must be installed along any parking lot area adjacent to a street, place, or driveway, or which is visible from an immediately adjacent property, and must include a continuous shrub row with a minimum height of

**STAFF RECOMMENDATION (cont'd)**

Plan Commission (cont'd)

eighteen inches (18"). **Not acceptable as depicted. A continuous shrub row shall be provided to the south of the parking spaces facing River Road, in addition to both the west and east sides of the western parking lot off of Hedge Lane, between the parking lot and neighboring houses;**

- c. Topsoil must be back filled to provide positive drainage of the landscape areas;
  - d. Landscaped areas may not contain bare soil, aggregated stone or decorative rock. Any ground area must be covered with hardwood mulch, grass or other vegetative ground coverage;
  - e. The location, number, height, diameter and species of any materials to be planted and maintained, as well as the location and number of any existing trees to be retained, trees, shrubs, and landscape materials shall meet the standards included in TMC 1108.0400 Landscape Materials Standards;
  - f. All landscape material must be properly maintained. No approved plant material shall be removed for any reason without being replaced with like kind, or without submitting a revised landscape plan to the Planning Director for review or approval;
  - g. The location, height and materials for any fencing to be installed and maintained.
  - h. The location and direction of any proposed **lighting (any lighting is to be directed away from adjacent residential properties).**
15. No new free-standing signs greater than forty-two inches (42") from grade are permitted – any proposed signage must meet the requirements of low-profile signs per Toledo Municipal Code Title Nine – Sign Code.
16. The Special Use Permit may be reviewed for compliance with the conditions of approval, negative secondary effects, and adherence to all requirements of the Toledo Municipal Code. If outstanding issues are found and not addressed the Special Use Permit may be considered for revocation.

**STAFF RECOMMENDATION (cont'd)**

Plan Commission (cont'd)

17. Approval of the Special Use Permit will lapse after one (1) year if the criteria listed in TMC§1111.0707 have not been met.
18. Minor adjustments to the site plan that do not violate the above conditions, or the Toledo Municipal Code, may be reviewed and approved by the Director of the Toledo City Plan Commission.
19. No permits shall be issued until arrangements satisfactory to the Director of the City of Toledo Plan Commission have been made for compliance with the conditions as set forth above.

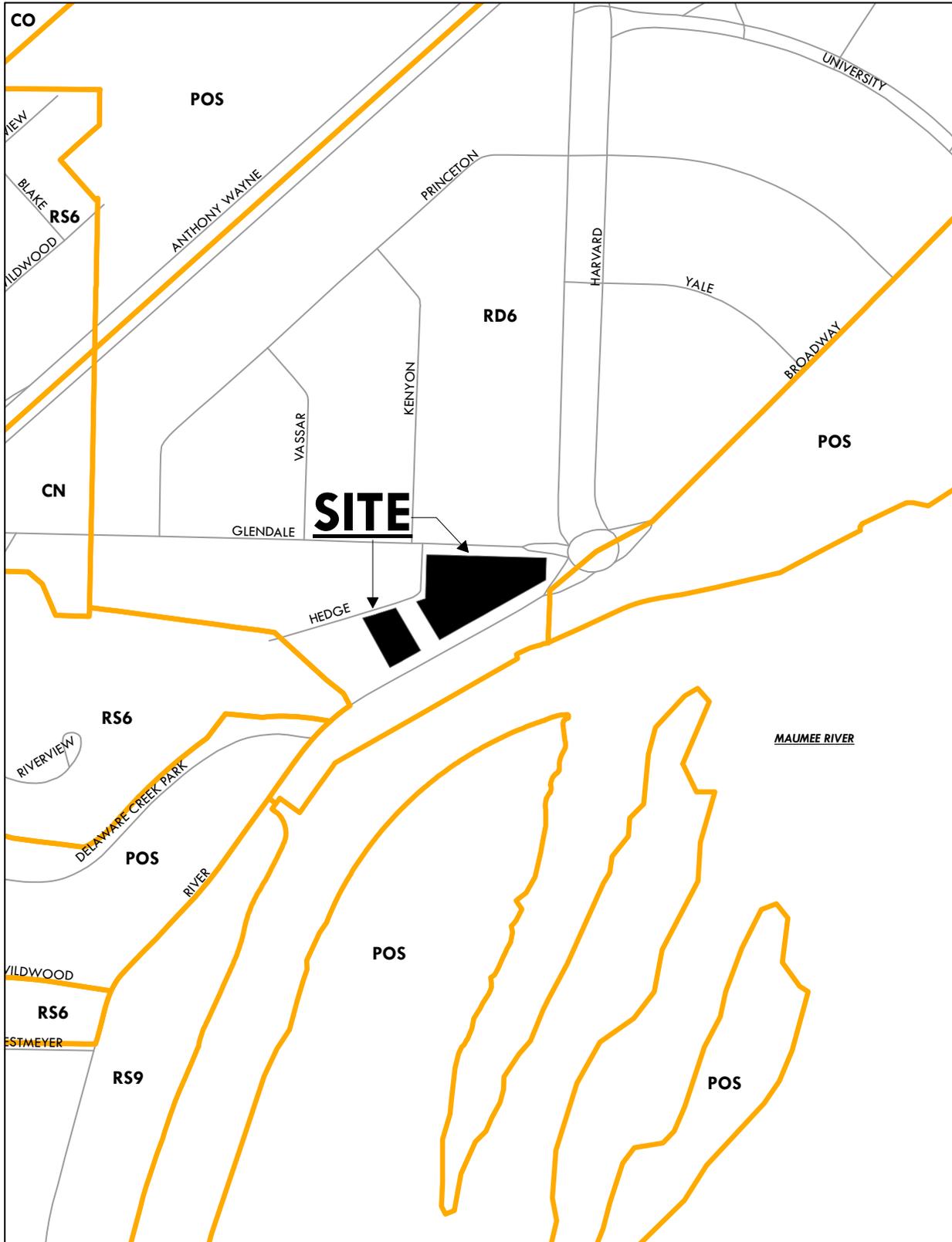
SPECIAL USE PERMIT  
TOLEDO CITY PLAN COMMISSION  
REF: SUP-1016-24  
DATE: March 14, 2024  
TIME: 2:00 P.M.

CITY COUNCIL  
ZONING AND PLANNING COMMITTEE  
DATE: April 16, 2024  
TIME: 4:00 P.M.

MJM  
Three (3) sketches follow

# GENERAL LOCATION

SUP-1016-24  
ID 34



# ZONING & LAND USE

SUP-1016-24  
ID 34

