

## GENERAL INFORMATION

### Subject

Request - Amendment to a Special Use Permit for a gas station expansion

Location - 4486 Monroe Street

Applicant/Owner - Paramount Management Group  
670 N Pontiac Trail  
Walled Lake, MI 48390

Architect - Scott J. Heacock  
1303 Sabra Road  
Toledo, OH 43612

### Site Description

Zoning - CR / Regional Commercial

Area - ± 0.28 acres

Frontage - ± 90' along Monroe Street  
±120' along Rohr Drive

Existing Use - Gasoline and Fuel Sales

Proposed Use - Gasoline and Fuel Sales

### Area Description

North - RD6 / Single Dwelling Homes (The Maples Subdivision)

South - CR / Monroe Street, Restaurant, Jeweler, Regional Shopping Center

East - CR / Commercial Retail Structure, Seckinger Drive

West - CR / Rohr Drive, Diner, Commercial Retail Structure

### Parcel History

SUP-149-80 - Special Use Permit for a gasoline service station (PC approved 6/19/1980; Council approved 7/29/1980, Ord. 535-80).

SUP-74-89 - Amendment to a Special Use Permit for a gas station to replace a fire-damaged building (PC approved 6/1/1989; Council approved 6/20/1989, Ord. 616-89).

**GENERAL INFORMATION (cont'd)**Applicable Plans and Regulations

- Toledo Municipal Code Part Eleven: Planning and Zoning
- Forward Toledo Comprehensive Land Use Plan

**STAFF ANALYSIS**

The applicant is requesting an Amendment to a Special Use Permit to expand an existing gasoline service station, originally approved by Ord. 535-80. The site is approximately 0.28 acres and currently zoned CR Regional Commercial. That applicant is proposing a minor expansion to their facility for additional storage of food/beverage items for retail sale. An expansion of the gasoline service station use requires an amendment to the existing Special Use Permit.

Surrounding land uses include The Maples subdivision to the north, a restaurant, jeweler, and regional shopping center across Monroe Street to the south, a commercial structure to the east, and a diner to the west across Rohr Drive.

Gasoline and Fuel Sales Regulations

TMC§1104.0900 *Gasoline and Fuel Sales* outlines use-specific criteria for gas stations in terms of site layout, location and general requirements. The proposed expansion will not result in a change effected by any of the requirements of this section; however, the section requires free air, water, and restrooms be provided and maintained during operating hours of the station. This was also listed as a condition of approval of Ordinance 616-89. An inspection on December 10, 2025 noted that free air was not being provided. This has been listed as a condition of this approval.

Dimensional Standards

TMC§1106.0102 requires a minimum fifteen foot (15') rear yard setback when abutting a residential district. The property abuts a residential district across a sixteen foot (16') wide alley to the north east. Per TMC§1106.0205(E)(7), one half of the alley may be considered as a portion of the rear yard setback. Including half of the alley the current structure is set back nineteen feet (19') along this abutting property line. The proposed expansion would reduce this setback to ten feet (10'). The applicant has requested a waiver of this setback requirement. Staff is supportive of a waiver of this setback requirement so long as the applicant provides additional landscaping beyond those required by the latest approved landscape plan (SUP-74-89). This is discussed further in the Landscaping section.

Parking and Circulation

The proposed expansion would not affect or change the site's current parking and circulation pattern; however, a comparison between this pattern and the most recently approved site plan (SUP-74-89) reveals concerns that must be addressed. These concerns were noted by a Zoning Compliance Specialist, who inspected the site on December 10, 225. The SUP-74-89 site plan marked with concerns and violations has been attached as Exhibit "A". The inspection report is attached as Exhibit "B".

**STAFF ANALYSIS (cont'd)****Parking and Circulation (cont'd)**

Parking spaces on the site are currently not striped. This has led to an irregular parking pattern, including vehicles parking parallel to the structure on its south side instead of perpendicular as approved in the 1989 site plan. The Division of Traffic Management has concerns that this parking pattern could lead to a blockage of the Monroe Street entrance. Considering the proposed site plan does not show parking, a condition of approval has been added ensuring the applicant provide a site plan depicting all drive approaches, parking spaces, drive aisles, and vehicle stacking spaces with dimensions. This revised site plan shall be approved by the Plan Director and Division of Traffic Management.

The Division of Traffic Management has also requested that the applicant close the existing driveway closest to Monroe Street on Rohr Drive. The existing approach and curb would need to be removed with new grass and curb installed to match adjacent areas. The applicant has agreed to close this driveway. It has been listed as a condition of approval.

Two (2) bicycle parking spaces shall be provided pursuant to TMC§1107.0900. This has been listed as a condition of approval.

**Landscaping**

Exhibit "A" depicts the site's latest approved landscape plan (SUP-74-89). As discussed, a Zoning Compliance Specialist conducted an inspection on December 10, 2025. This inspection revealed several landscaping deficiencies, which have been listed in Exhibit "B". A condition of approval has been added requiring the applicant to comply with all deficiencies identified in the inspection report.

As a condition of the rear yard setback waiver, the applicant shall install additional landscaping beyond that required by the latest approved landscape plan (SUP-74-89). Staff is requesting that the applicant install landscaping meeting the requirements of frontage greenbelts along both Rohr Street and Monroe Street to the greatest extent practicable. Much of these plantings would need to be placed within the right-of-way. The applicant will therefore be required to obtain encroachment permits for these plantings. Plantings shall be depicted on a revised landscaping plan. This has been included as a condition of approval.

**Building Design and Materials**

The proposed building expansion will be visible from Monroe Street. A drawing of the southern elevation – the elevation visible from the right-of-way – shall be submitted to the plan director for review and approval for compliance with TMC§1109.0500. No more than 20% of the building's total elevation shall be comprised of an accent material as defined in TMC§1109.0502. This has been added as a condition of approval.

**STAFF ANALYSIS (cont'd)**Forward Toledo Comprehensive Land Use Plan

The Forward Toledo Future Land Use Map targets this site for Neighborhood Mixed-Use (NM). The Neighborhood Mixed-Use land use designation preserves and promotes pedestrian-oriented commercial and mixed-use areas. These are a core component of neighborhoods and provide the highest density of commercial and housing opportunities. Auto-oriented uses such as car-washes and gas stations are not compatible with this land use designation; however, the proposed expansion would keep an existing business in an existing building. This is in line with the building preservation goal, which seeks to maintain Toledo's existing housing stock and commercial buildings. As stated in the goal; finding ways to reduce blighted structures and demolitions is important to maintaining Toledo's neighborhoods. The proposed minor expansion to a gas station is consistent with the Forward Toledo Plan.

**STAFF RECOMMENDATION**

The staff recommends that the Toledo City Plan Commission recommend approval of SUP25-0048, a request for an amendment to a Special Use Permit for a gas station expansion, to 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 uses in terms of scale, site design, and operating characteristics (**TMC§1111.0706(C)**).

The staff further recommends that the Toledo City Plan Commission recommend approval of the following waiver:

**Chapter 1106 – Intensity and Dimensional Standards****1106.0100 – Intensity and dimensional standards tables****1106.0102 Commercial Districts**

[4] Minimum side and rear setbacks from Residential zoning districts:

Setback Abutting Rear Lot Line of R- Zoned Lot (feet)
15

Approve a waiver to allow for a ten foot (10') rear lot line setback abutting a residentially zoned lot because the applicant is providing additional site improvements including additional landscaping and closing a dangerous drive aisle.

The staff further recommends that the Toledo City Plan Commission recommend approval of SUP25-0048, a request for an amendment to a Special Use Permit for a gas station expansion, to the Toledo City Council, subject to the following **twenty (20) conditions**:

**STAFF RECOMMENDATION (cont'd)**

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

Fire Prevention Bureau

1. The proposed building (cooler) will require compliance with all applicable Building, Fire, Electrical, Mechanical and Plumbing code requirements. (OBC105.1 & 101.4).
2. New and existing buildings shall be provided with approved address identification that meets Building & Fire Code requirements. (OBC 501.2 & OFC 505.1). Please confirm address and assure it is posted.

Division of Traffic Management

3. Vehicle stacking at gas pumps must be clearly shown on drawings per TMC 1107.1601.
4. One van accessible parking spot must be clearly shown on drawings per TMC 1107.1701 & 1107.1702.
5. Accessible signage must be posted directly in front of the parking space at a height of no less than 60 inches and no more than 72 inches above pavement level per TMC 1107.1704.
6. All drive approaches, driveways, parking spaces and drive aisles must be clearly dimensioned per TMC 1107.1911. All parking spots must be clearly shown on drawings. **The applicant shall submit a revised site plan to the Plan Director and Division of Traffic Management for review and approval.**
7. The existing driveway closest to Monroe Street on Rohr Drive shall be closed. Existing approach and curb cut shall be removed with new grass and curb installed to match adjacent areas.

Plan Commission

8. Free air, water, and restrooms shall be provided and maintained during operating hours of the station per TMC§1104.0903(D).
9. All parking spaces shall be stripped according to a 'final' site plan approved by the Plan Director and Division of Building Inspection.
10. Two (2) bicycle parking spaces shall be provided pursuant to TMC§1107.0900. **A revised site plan shall be submitted to the Plan Director depicting a minimum of two (2) bicycle parking spaces compliant with TMC§1107.0900.**
11. All deficiencies identified by the inspection report dated December 10, 2025 shall be resolved. **A revised site and landscape plan shall be submitted to the Plan Director with all deficiencies resolved.**

**STAFF RECOMMENDATION (cont'd)**

Plan Commission (cont'd)

12. Frontage greenbelts meeting the requirements of TMC§1108.0202 shall be installed along Rohr Drive and Monroe Street to the greatest extent practicable. **The applicant shall submit a revised landscape plan to the Plan Director depicting plantings meeting TMC§1108.0202 *Frontage Greenbelt* along both Rohr Drive and Monroe Street to the greatest extent practicable. Applicant shall obtain an encroachment permit for plantings within the right-of-way.**
13. The proposed building expansion shall ensure compliance with TMC§1109.0500. **The applicant shall submit elevation drawings to the Plan Director showing compliance with TMC§1109.0500.**
14. All site lighting shall be fully directed downward, recessed, or adequately shielded to direct light away from adjacent properties, rights of way, or the sky above the fixtures per TMC§1107.1908.
15. Signage shall meet the standards of TMC§1113 *Signs*.
16. All conditions and provisions previously set forth in Ordinance No. 535-80 & 616-89, as amended, except as they may be modified herein, shall remain in full force and effect.
17. 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.
18. Approval of the Special Use Permit will lapse after one (1) year if the criteria listed in TMC§1111.0707 have not been met.
19. 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.
20. 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.

REF: SUP25-0048. . . January 15, 2026

SPECIAL USE PERMIT  
TOLEDO CITY PLAN COMMISSION  
REF: SUP25-0048  
DATE: January 15, 2026  
TIME: 2:00 P.M.

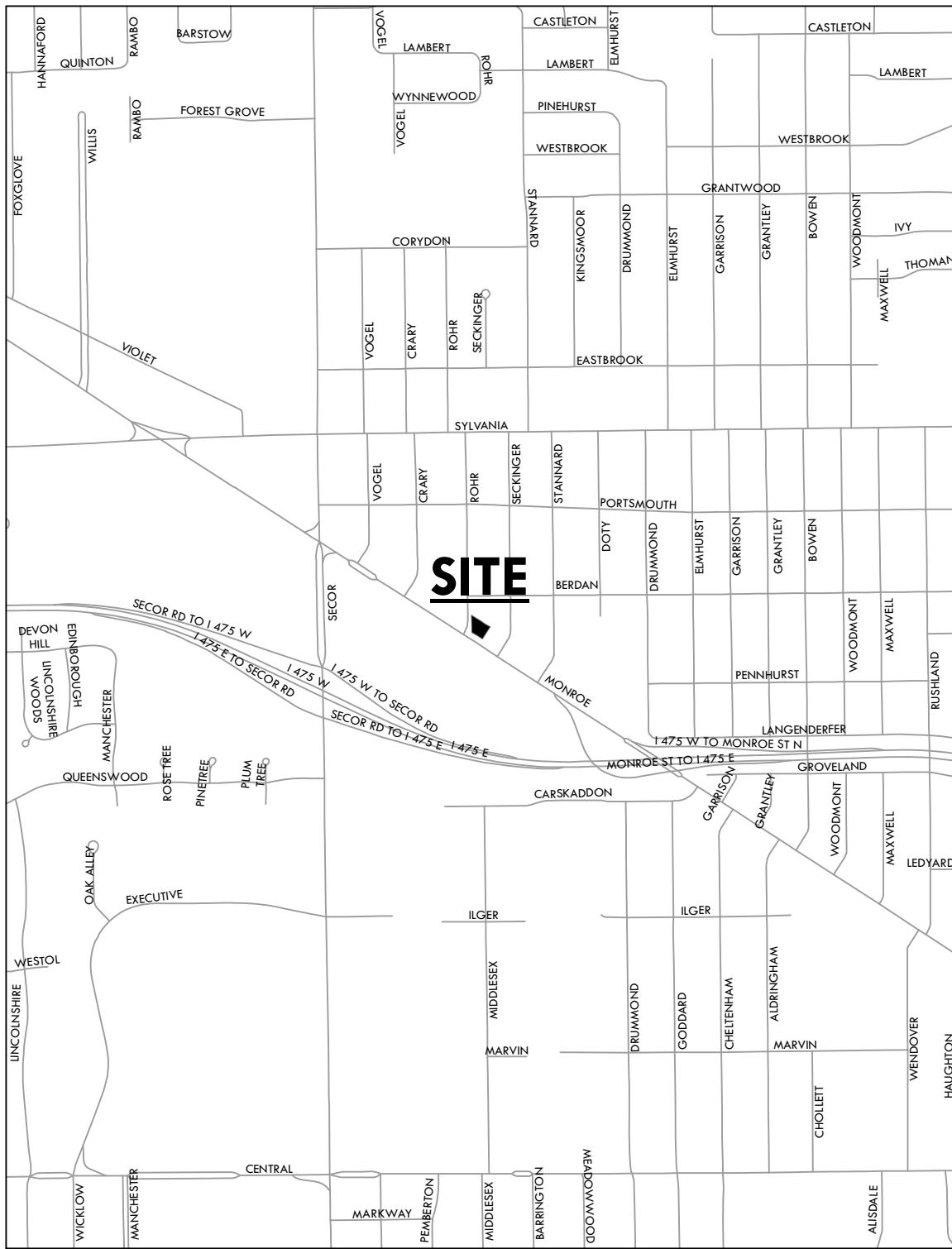
CITY COUNCIL  
ZONING AND PLANNING COMMITTEE  
DATE: February 18, 2026  
TIME: 4:00 P.M.

AS

Two (2) Exhibits & Four (4) sketches follow

## GENERAL LOCATION

**SUP25-0048**  
**ID 46**



# ZONING & LAND USE

SUP25-0048  
ID 46

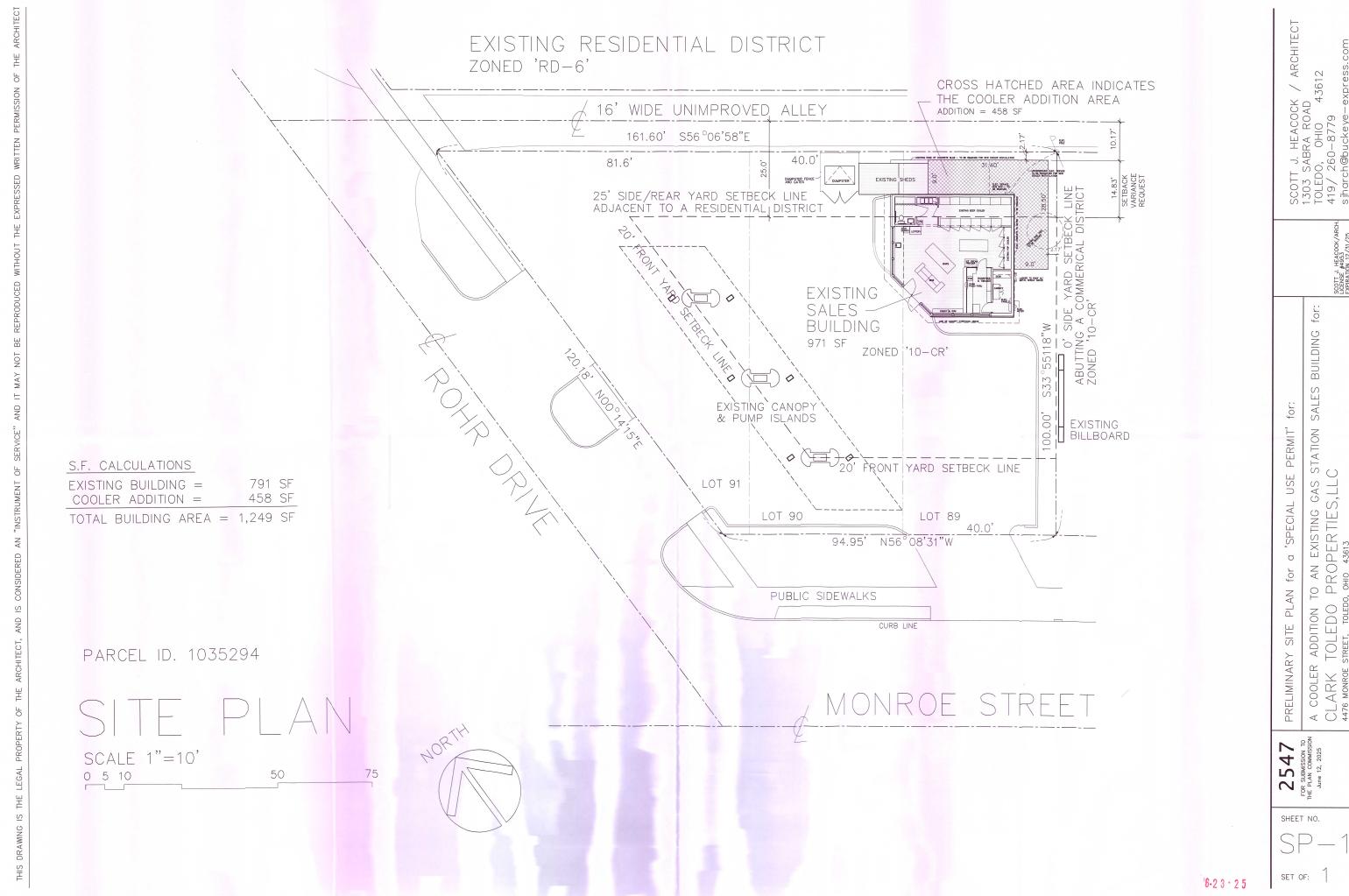
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# SITE PLAN

**SUP25-0048**  
ID 46

↗ N

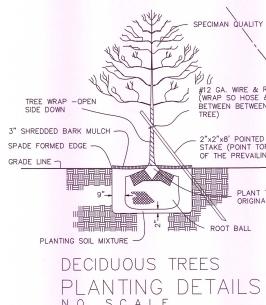


# PRELIMINARY LANDSCAPE PLAN

**SUP25-0048**  
**ID 46**

N  
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THIS DRAWING IS THE LEGAL PROPERTY OF THE ARCHITECT, AND IS CONSIDERED AN "INSTRUMENT OF SERVICE" AND IT MAY NOT BE REPRODUCED WITHOUT THE EXPRESSED WRITTEN PERMISSION OF THE ARCHITECT



NOTES:

1. TREES SHALL CONFORM TO USA STANDARD FOR NURSERY STOCK.
2. TREES SHALL HAVE A STRAIGHT TRUNK W/ CENTRAL LEADER.
3. BALL DIAMETER SHALL BE 13 TIMES THE TREE CALIPER.
4. BALL DEPTH SHALL BE 75% OF BALL DIAMETER.
5. NO UNHEALED SCARS WILL BE ALLOWED/ACCEPTED.
6. TREES SHALL BE BRANCHED NO CLOSER THAN 18" TO THE GROUND

PLANT MATERIAL LIST				
ON	QUANTITY	BOTANICAL NAME	COMMON NAME	SIZE
	3	ACLE ACRE SAC 'LEGACY'	LEGACY SUGAR MAPLE	2 1/2" B&B

NOTES:  
~ SEED ALL DISTRIBUTED AREAS WITH ODOT ITEM 659 (URBAN MIX) GRASS SEED.  
~ THE PLANT LIST IS ONLY A GUIDE. PROVIDE ALL PLANTS SHOWN ON THE PLAN.  
LANDSCAPE NOTES:

TREES  
SPECIES AND SIZE MUST BE IDENTIFIED WITH THE APPROPRIATE TAGGING SYSTEM WHICH SHOWS THE GEOGRAPHICAL LOCATION OF A NURSERY WHICH HAS SIMILAR CLIMATIC CONDITIONS TO THOSE OF THE PROJECT SITE.

SOIL MATERIALS  
THERE SHALL BE ADDED TO THE TOPSOIL USED IN BACKFILLING OF PLANT PITS, AS THE PROGRESS OF THE WORK PERMITS, PEAT MOSS AT THE RATE OF ONE PART TO THREE PARTS TOPSOIL AND COMMERCIAL FERTILIZER AT THE RATE OF ONE POUND OF COMPLETE FERTILIZER FOR SMALL TREES, OR ONE POUND PER ONE ("10") INCH FOR LARGERS TREES. THE PEAT MOSS AND FERTILIZER SHALL BE THROUGHLY INCORPORATED WITH THE TOPSOIL IN THE PLANTING OPERATION.

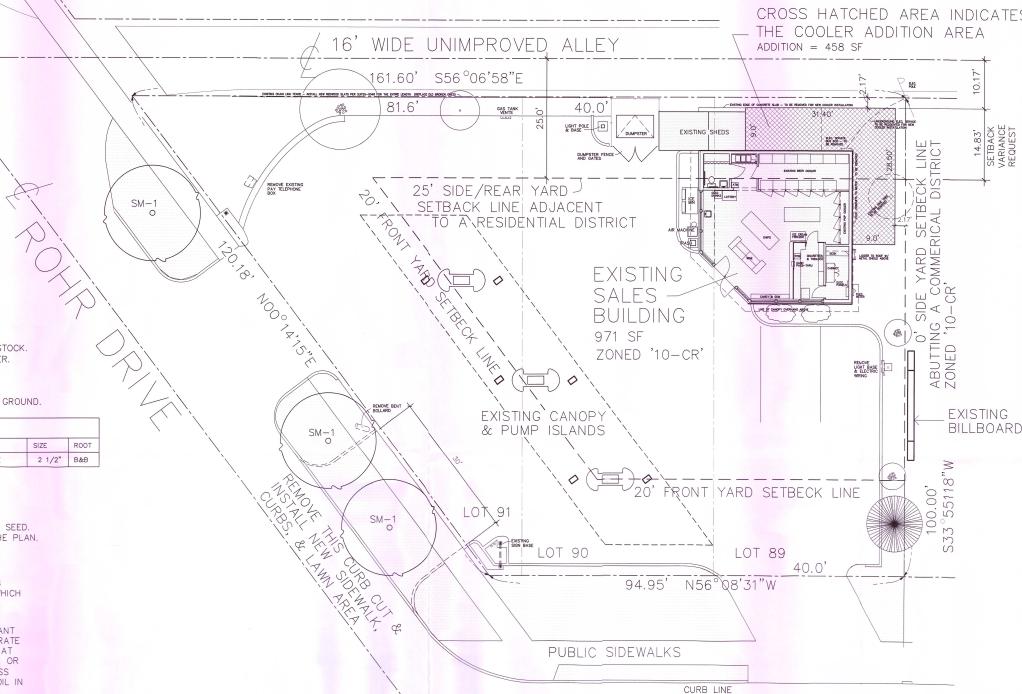
SOIL AMENDMENT MATERIALS  
FERTILIZER: TYPE RECOMMENDED FOR THE PLANT MATERIAL, WITH FIFTY (50%) PERCENT OF THE ELEMENTS DERIVED FROM ORGANIC SOURCES; OF PROPORTIONS NECESSARY TO ELIMINATE ANY DEFICIENCIES OF TOPSOIL TO THE FOLLOWING PROPORTIONS: NITROGEN TWELVE (12%) PERCENT, PHOSPHORIC ACID SIX (6%) PERCENT, SOLUBLE POTASH FOUR (4%) PERCENT. (5)

PEAT MOSS: SHREDDED, LOOSE, SPAGHUM MOSS, FREE OF LUMPS, ROOTS, INORGANIC MATERIAL OR ACIDIC MATERIALS; MINIMUM OF EIGHTY-FIVE (85%) PERCENT ORGANIC MATERIAL MEASURED BY OVEN DRY WEIGHT; FOUR TO FIVE P.F. RANGE; MOISTURE OF THIRTY (30%) WATER; CLEAN, FRESH, AND FREE OF SUBSTANCE OR MATERIAL THAT COULD INHIBIT, MIGROSIS GROWTH OF PLANTS.

MULCH MATERIALS  
SHREDDED HARDWOOD BARK MULCH FREE OF GROWTH OR GERMINATION INHIBITING INGREDIENTS.  
ACCESSORIES:  
GUY WIRE FOR STAKING TREES SHALL BE TWELVE (12) GAUGR GALVANIZED STEEL STRAP. STRAP LENGTHS SHALL BE SOILED HARDWOOD WITH A MINIMUM

PLANT PROTECTION RUBBER SLEEVES OVER GUT WIRE SHALL BE A MINIMUM OF ONE-HALF (1/2") INCH DIAMETER, SOUND RUBBER, TWO PLY HOSE.

## EXISTING RESIDENTIAL DISTRICT ZONED 'RD-6'



## LANDSCAPE PLAN

SCALE 1"=10'  
0 5 10  
PARCEL ID 1035294

S.F. CALCULATIONS

EXISTING BUILDING =	791 SF
COOLER ADDITION =	458 SF
TOTAL BUILDING AREA =	1,249 SF

2547  
FOR SUBMISSION TO  
THE PLAN COMMISSION  
January 12, 2005  
Ref'd/Exp. Dec. 23, 2005  
SHEET NO.  
SP-1  
Y SET OF: 1

SCOTT J. HEACOCK / ARCHITECT  
303 SABRA ROAD  
TOLEDO, OHIO 43612  
419 / 260-8779  
[sharch@buckeye-express.com](mailto:sharch@buckeye-express.com)

SCOTT J. HEACOCK/ARCH  
LICENSE #4953  
EXPIRATION 12/31/25

PRELIMINARY SITE PLAN for a "SPECIAL USE PERMIT" for:  
A COOLER ADDITION TO AN EXISTING GAS STATION SALES BUILDING for:  
CLARK CLARK TOLEDO PROPERTIES, LLC  
4419 MONROE STREET, TOLEDO, OHIO 43613



## EXHIBIT "B" – INSPECTION REPORT

INSPECTION DATE: 12/10/2025

INSPECTOR: Christy Cordell

CONTACT INFO: 419-425-1200 or  
[christy.cordell@toledo.oh.gov](mailto:christy.cordell@toledo.oh.gov)

**BUSINESS: Value America**

**ADDRESS: 4484 Monroe St., (4486 Lucas County AREIS) Toledo, OH 43613**

**CASE(S): SUP-74-89, SUP-149-80**

**ORDINANCE(S): 616-89, 535-80**

**Site Plan/Approval Conditions**

The following deficiencies shall be **corrected by 6/1/2026:**

1. Northwest corner landscape area is missing 3 Taxus Densiformis (low evergreen Yew shrub), 3 Winged Burning Bushes (Euonymus Alatus), and 1 Pink Flowering Crabapple tree. The Burning Bush is now considered invasive and shall be replaced with a suitable alternative such as the Red Twig Dogwood or Holly shrubs. In addition, there are 2 weed shrubs in the fence line near here that need removed.
2. The landscape plan shows a landscape area along the west side of the building with 3 Taxus Densiformis/Evergreen Yew shrubs. This area has been concreted over. In lieu of the missing landscaping in this location, 3 Evergreen Yew shrubs shall be added to the existing planting bed along Monroe Street.
3. The landscape area along the southern side of building is missing 1 Taxus Densiformis/Evergreen Yew shrub.
4. The landscape area along the eastern property line is missing 3 Winged Burning Bushes (Euonymus Alatus). The Burning Bush is now considered invasive and shall be replaced with a suitable alternative such as the Red Twig Dogwood or Holly shrubs.
5. The landscape bed in the grass area along Monroe Street includes artificial flowers which are not permitted and shall be removed to accommodate 3 Evergreen Yew shrubs (see item #2). **TMC 1087.0401(C)**. Live flowering plants may be added to the landscape bed in place of the artificial flowers. All plantings in this landscape bed shall not exceed 42 inches in height. **TMC 1107.2000**
6. The chain link fence along the northern property line is missing redwood fence slats called for in Ordinance 616-89, Condition #6(a) and as also noted on the landscape plan.
7. Air Station located on west side of the building is not free per Ordinance 616-89, Condition #4.
8. The four parking spaces shown on the site plan are not striped on the pavement. All vehicles must be parked in the designated, striped spaces unless a revised plan for parking is submitted to our office. **TMC 1107.1902** In addition, the closest striped parking space to the building entrance shall be designated and marked as an accessible parking space. **TMC 1107.1701**

**General Property Conditions/Maintenance**

The following deficiencies shall be **corrected by 2/1/2026:**

9. Window signage and similar obstructions must not cover more than 25% of the total cumulative window area along a building face. **TMC 1113.0308(D)**
10. The temporary signage affixed to the dumpster enclosure doors/gates is prohibited and shall be removed. **TMC 1113.0602(F)**
11. Flood type lights located on the west side and south side of the building shall be fully directed downward or appropriately shielded to block glare onto adjacent properties and the public right-of-way. **TMC 1107.1908**

**General Property Conditions/Maintenance**

The following deficiencies shall be **corrected by 6/1/2026:**

12. The bollard in the island dividing the drive approaches on Rohr St. has been damaged and is hanging over the sidewalk. The bollard shall be straightened and repainted, or removed. **TMC 1107.1905**
13. The concrete block/light pole base on the eastern property line has wires hanging out and shall be removed.
14. Remove abandoned pay phone and pole that it is attached to in the northwest corner of the site.

**Site Inspection and Compliance Review Notes**

The following are general notes based on review for compliance with applicable ordinances, site and landscape plans, and/or the Zoning and Planning Code. No action is required.

- Site shall be maintained free of weeds and overgrowth, including the weeds and scrub trees behind the building. **TMC 1108.0405**

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**PLEASE BE ADVISED of the following Plant Material Size Requirements per TMC 1108.0401:**

- Deciduous Canopy Trees must be a minimum of 12 feet overall height or a minimum caliper of 2 inches when installed.
- Evergreen Trees must be a minimum of 5 feet in height when installed.
- Understory Trees (ornamental) must be a minimum of 5 feet in height in clump form or 1½ inches caliper in single stem form when installed.
- Shrubs must be at least 18 inches in height or 24 inch spread when installed.