



TOLEDO - LUCAS COUNTY PLAN COMMISSIONS

One Government Center, Suite 1620, Toledo, OH 43604 P: 419 245-1200 F: 419 936-3730

July 10, 2026

TO: President Vanice S. Williams and Members of Council, City of Toledo

FROM: Toledo City Plan Commission, Lisa Cottrell, Secretary

SUBJECT: Amendment to Planned Unit Development, originally granted by Ord. 150-25 & Ord. 439-25, for new library at 3027 W. Alexis Road.

REF: PUD26-0007

The Toledo City Plan Commission considered the above-referenced request at its meeting on July 9, 2026 at 2:00 P.M. The Plan Commission **recommends approval** to City Council subject to twenty (20) conditions.

The Plan Commission also **recommends approval** of two (2) waivers. The first waiver is a waiver from the required thirty-foot (30') frontage greenbelt along Alexis Road to allow for the existing parking and loading area to be reconstructed. The second waiver is a waiver to allow for two (2) dumpsters and dumpster screening to be located within the required setback and landscape buffer.

Attached is the staff report for the request. Please contact our office with any questions or concerns.

Respectfully Submitted,

Lisa Cottrell
Secretary

CC: Mike Graybeal, Toledo Lucas County Public Library
Stephanie Peters, Bostwick Design Partnership

APPLICATION FOR AMENDMENT TO A PLANNED UNIT DEVELOPMENT

APPLICATION #: **PUD26-0007**
APPLICANT: Board of Trustees of the Toledo Lucas County Public Library
OWNER: Board of Trustees of the Toledo Lucas County Public Library
LOCATION: 3027 Alexis Road
ZONING: Regional Commercial (CR)
NEIGHBORHOOD: Whitmer-Trilby
REPORT DATE: July 7, 2026
HEARING DATE: July 9, 2026
STAFF REVIEWER: Karcher

Details of Amendment to a Planned Unit Development:

The applicant is requesting review of an Amendment to Planned Unit Development (PUD), originally granted by Ord. 150-25 & Ord. 439-25, for a new library at 3027 W. Alexis Road. The proposed amendment is for Phase III of the Washington Branch Library development and includes the existing building in the northwest corner of the subject property.

Library facilities are a permitted use in the CR – Regional Commercial zoning district for which the subject property is zoned. However, a PUD was required for this project to allow for multiple buildings on a lot in a commercial zoning district per TMC§1106.0300.

Parcel History:

The original PUD for the development was reviewed and approved in April of 2025 for the ± 8.5 acre site. Development of the site is being completed in phases. Phase I includes the construction of a new building along Alexis Road that will serve as the Washington Branch Library as well as associated parking and open space. Phase II of the project involves redevelopment of the south part of the site with a library operations center building along Tremainsville Road. Phase III will involve the renovation of the existing multi-tenant commercial building in the northwest corner of the subject property.

Existing Conditions:

The vacant strip style shopping center that was once occupied by Food Town grocery store, and a warehouse storage building along Tremainsville Road have been demolished. Construction of the library and operations buildings are currently underway. Surrounding land uses include commercial uses and single-family homes north across Alexis Road; apartments and single-family homes south across Tremainsville Road; single-family homes, a church and a school to the east; and commercial uses, apartments and a single-family home to the west.

Proposed Project:

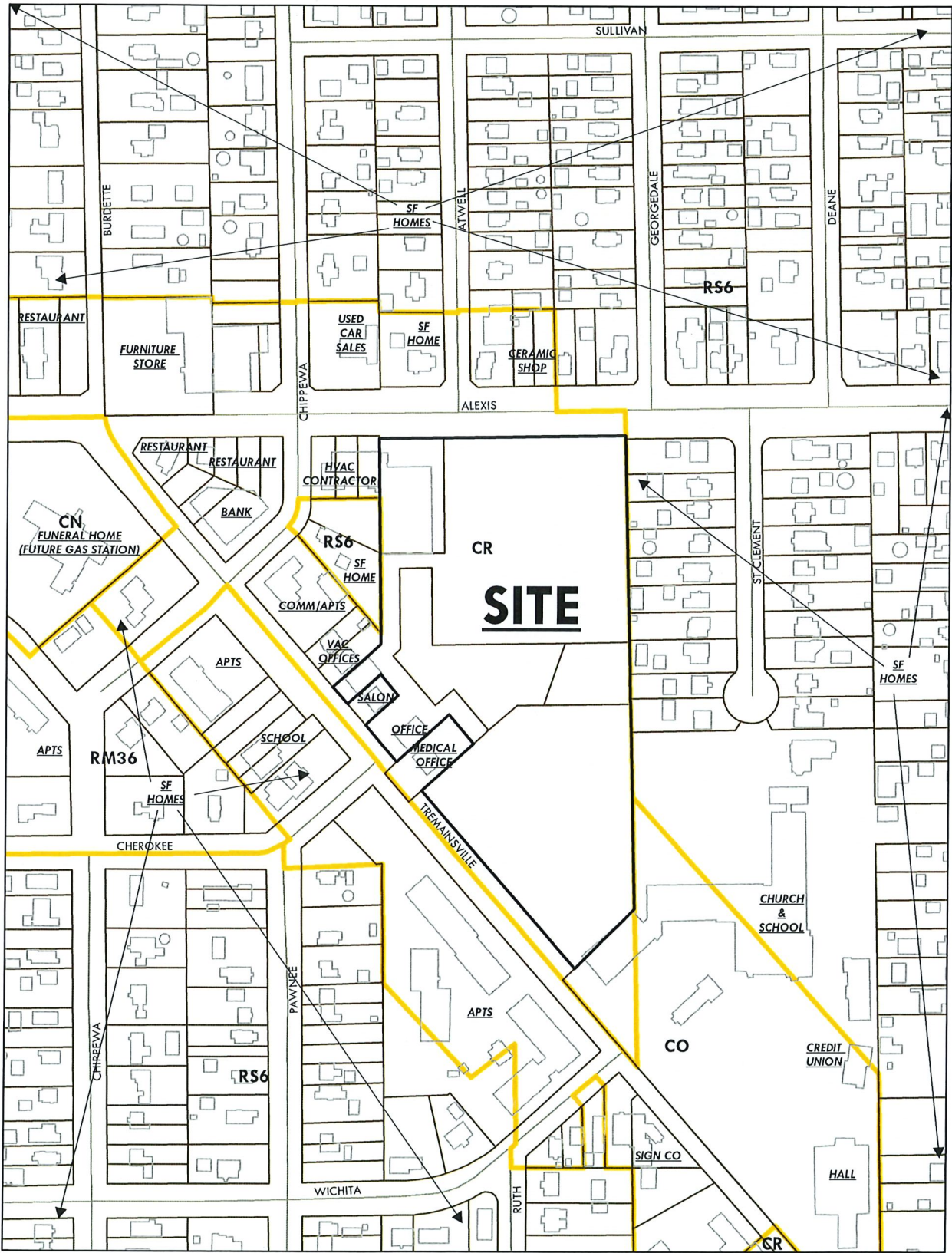
The Star Diner is the only remaining tenant in the existing commercial building on the site. Originally, the applicant was proposing to redevelop the entire building for the Friends of the Library operations with building renovation occurring after the expiration of Star Diner's lease. The applicant is instead now requesting review of Phase III of the library development with the Star Diner remaining as an occupant of the building. Since the Star Diner will continue to occupy the northern portion of the building, the applicant is requesting that the existing parking lot to the north of the building remain. The existing $\pm 5,800$ square foot parking lot provides ten (10) parking spaces, an area for dumpsters, and for loading and unloading the Diner's catering vehicle. Improvements will include new paving and pavement striping, screening for the dumpsters, and a landscape buffer. Two waivers are being requested. The remaining portion of the building will be renovated for use by the Friends of the Library. Staff is recommending **approval** of the amendment to the planned unit development.



Google Street View (Sept. 2025) image of the subject property from Alexis Road.

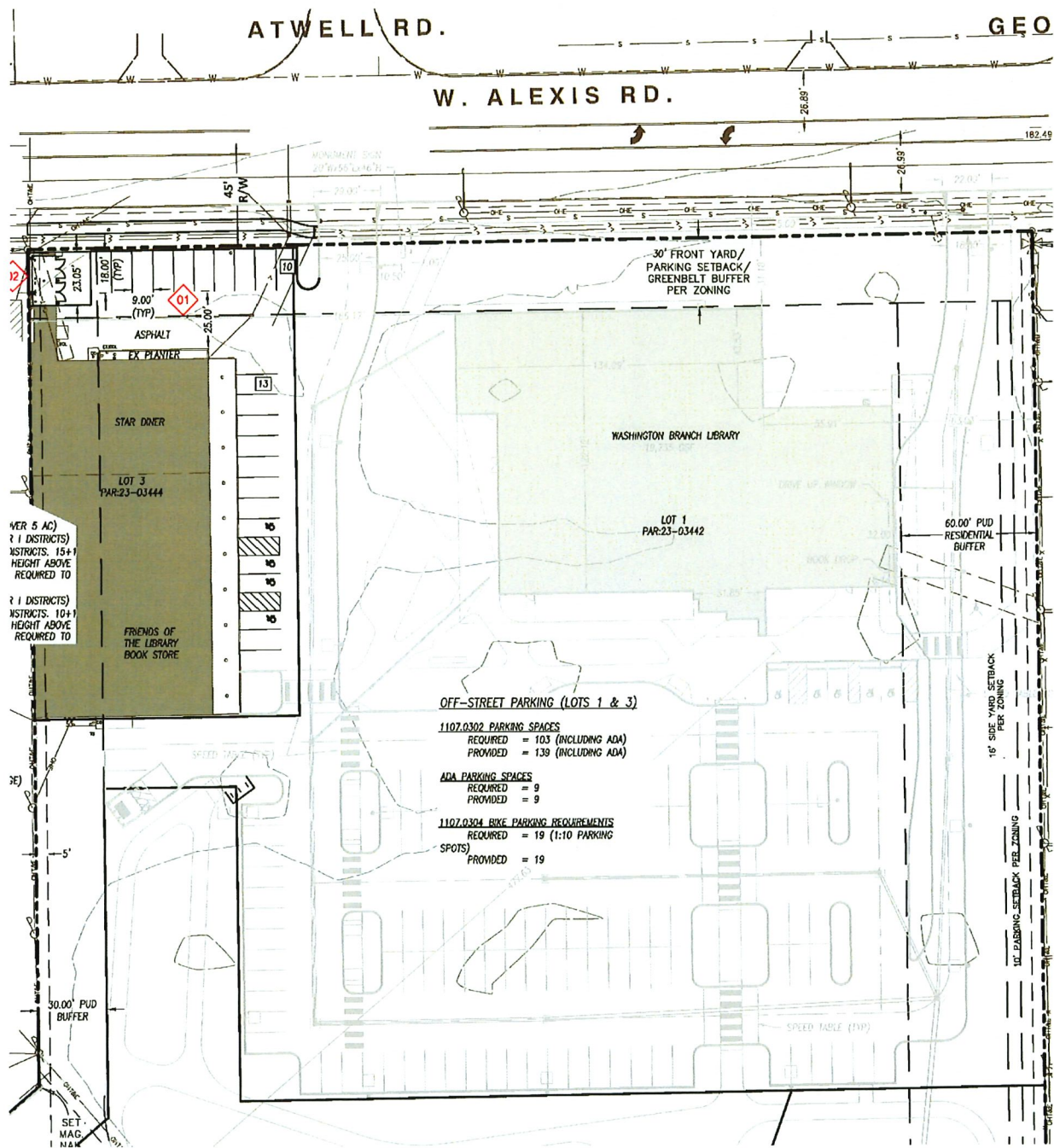


Aerial image of the subject property from Plan Commission GIS.

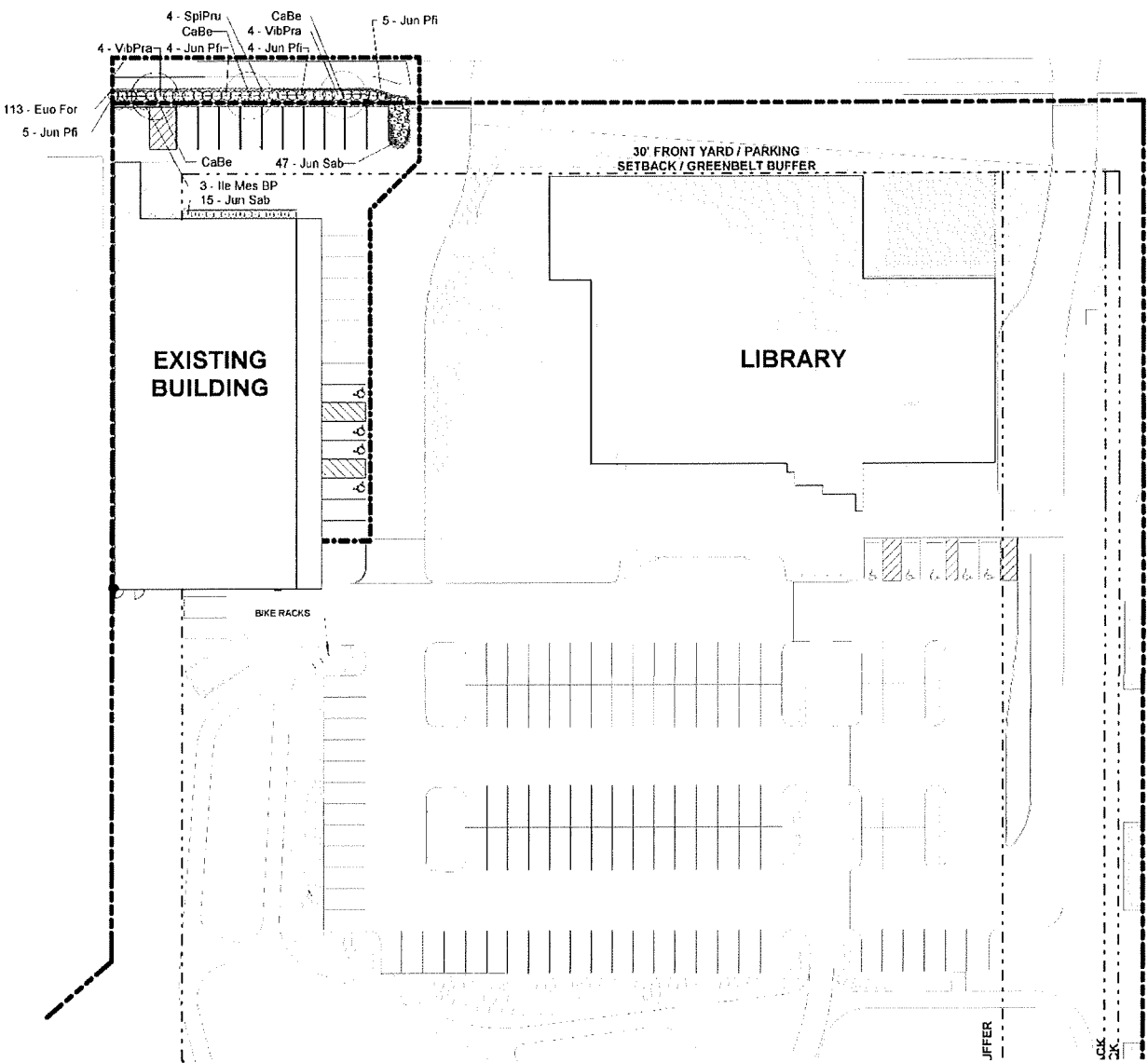


Zoning and Land Use Map of surrounding area.

Proposed Site Plan:



Proposed Landscape Plan:



Analysis:

1103.1000 – Planned Unit Development Overlay District

- (a) *Commercial (TMC§1103.1008(B))*. Open space areas along all perimeter property lines (except frontages) are required to be maintained. These open space areas shall maintain a minimum depth of thirty feet (30') on all perimeter property lines and a minimum depth of sixty feet (60') when abutting a Residential District. This open space area must be void of buildings, structures, parking areas and other above ground improvements. Since the existing building has been constructed on or near the property line, this standard is not achievable.

1106 – Intensity and Dimensional Standards

The Commercial Standards for PUD's in TMC§1103.1008(E) state that there is no minimum lot size, lot width, or building or structure setback requirements for a PUD, that are typically applicable to developments as outlined in the Intensity and Dimensional Standards Tables of TMC§1106. The proposed modifications comply with the other applicable Intensity and Dimensional Standards including: building height, maximum floor area ratio, and maximum building coverage.

1107 – Parking, Loading and Access

- (a) *Bicycle Parking (TMC§1107.0900)*. Seventeen (17) bicycle parking slots are required. Bicycle parking spaces have been provided throughout the site as previously reviewed. To ensure that the required bicycle parking slots are provided and are located within close proximity to all of the different uses, the overall site plan shall be revised to show the required bicycle parking slots and locations to ensure compliance with this requirement. – Not acceptable
- (b) *Wheel Stops (TMC§1107.1907)*. Wheel stops are required for all parking spaces along the perimeter of the parking lot as the lot extends to a property line, sidewalk, and/or planting strip. Wheel stops are required for the parking spaces along Alexis Road; however, none are depicted on the site plan. – Not acceptable

1108 – Landscaping and Screening

For the purpose of this section, a review is not included for the overall PUD, as reviews were completed for Phase I and Phase II with the previous PUD approvals and no changes are proposed.

- (a) *Frontage Greenbelt (TMC§1108.0202)*. A minimum thirty-foot (30') wide frontage greenbelt along Alexis Road is required. The frontage greenbelt must contain four (4) trees and a solid evergreen hedge. The existing parking is situated along the property line; therefore, the required buffer can't be provided if the parking remains. A ±8.0 foot landscape buffer with three (3) trees and a variety of shrubs is depicted on the landscape plan in the right-of-way immediately north of the parking spaces. – Not acceptable. A waiver is required for the greenbelt requirement. In addition, one (1) additional tree shall be provided and the proposed spirea shrub replaced with an evergreen shrub.
- (b) *Buffer and Screening Requirements (TMC§1108.0203)*. A Type A buffer would typically be required along the east property line as the adjacent property is residentially zoned. This however can't be achieved as the existing building has been constructed on or near the property line.
- (c) *Dumpster/Trash Receptacle Screening (TMC§1108.0203(D))*. Dumpsters are not permitted in the required setback or landscape buffers and shall be located as far away from residential areas as possible. There are two (2) existing dumpsters located in the northwest corner of the property that are not screened. The required screening is proposed; however, the dumpsters are situated within the required thirty-foot (30') wide frontage greenbelt. – Not acceptable. A waiver is required.

1109 – Design Standards

- (a) *Connecting Walkways (TMC§1109.0204(A))*. At least one (1) main entrance shall face and open directly onto a five-foot (5') wide connecting sidewalk to the street sidewalk and must be distinguished from driving surfaces. Even though the building is existing and the main entrance does not face Alexis Road, a connecting walkway from the entrance to the sidewalk along the street shall be provided. – Not acceptable

1113 – Signage

- (a) *Legal Nonconforming Signs (TMC§1113.0702(B))*. If a site undergoes Plan Commission review, any nonconforming signage on the premises shall be brought fully into compliance with the Sign Code as a part of the review and approval process. The existing Star Diner pole sign is a legal nonconforming sign; therefore, the sign must be brought into compliance. Staff has proposed a text amendment, that if passed, would permit the existing sign to remain as is. Should the text amendment pass, the Star Diner sign may remain as it currently stands; however, should the text amendment fail, the sign shall be brought into full compliance with TMC§1113 Signs.

Proposed Waivers

- (a) Section 1108.0202 Frontage Greenbelt - The applicant is requesting a waiver from the required minimum thirty-foot (30') wide frontage greenbelt along Alexis Road. Currently the area is used by the Star Diner for parking and loading and unloading of their catering vehicle. In addition, their dumpsters are located in this area. The applicant is proposing a ± 8.0 foot landscape buffer consisting of trees and shrubs in the right-of-way. While this is not optimal, staff is in support of the requested waiver since this is an existing situation and the area provides important access to the Diner's kitchen and back of house support spaces. If the waiver is granted, the applicant shall be responsible for maintaining the landscape buffer and ensuring that it does not encroach in the site distance setback in TMC§1107.2000.
- (b) Section 1108.0203(G) Dumpster/Trash Receptacle Screening - The applicant is requesting a waiver from the standard that a dumpster may not be in any required setback or landscape buffer. The Star Diner currently has two (2) dumpsters located in the northwest corner of the subject property. The dumpsters are not screened; however, the applicant is proposing to screen the dumpsters with a six-foot (6') high fence per the requirements of this section. Staff is not in support of this waiver as the dumpsters will be in a highly visible location from both surrounding properties and Alexis Road. In addition, a dumpster area to the south of the building is depicted on the site plan for the overall PUD development. Since this area is in close proximity, staff recommends using this area instead.

Forward Toledo Comprehensive Land Use Plan

The Forward Toledo Comprehensive Land Use Plan designates this site as Public Space (PS). The Public Space land use designation provides spaces for civic, and quasi-public uses. Public Space uses are community-focused uses such as police and fire stations, libraries, community centers, and other government owned civic buildings. Physical characteristics of this district include modern architecture and design for new buildings that should complement existing structures and pedestrian connectivity to neighboring residential, commercial and public areas. The Forward Toledo Comprehensive Land Use Plan also depicts the site within a potential walkable neighborhood and targets the area for Walkable Oriented Development (WOD). The restaurant use that will remain is not consistent with the PS land use designation; however, the proposed use of the remaining portion of the building for the Friends of the Library is consistent. In addition, the overall PUD development is consistent with the Forward Toledo Comprehensive Land Use Plan and provides a sidewalk network with important pedestrian connections from Tremainsville Road and Alexis Road in the neighborhood, as well as connections to pedestrian enhancements such as open space and a plaza with seating.

Development Approval Criteria:

- (1) The Planned Unit Development is consistent with the Forward Toledo Comprehensive Land Use Plan and the stated purpose of the Zoning Code (TMC§1111.0606(A)); and
- (2) The proposed use is consistent with the existing land uses in the general vicinity of the property (TMC1111.0606(C)).

Recommendation:

1111.0600 Zoning Map Amendments – APPROVE – Amendment to Planned Unit Development, originally granted by Ord. 150-25 & Ord. 439-25, for a new library at 3027 W. Alexis Road and subject to twenty (20) conditions.

Findings:

- (1) The Planned Unit Development will provide public facilities, public open space and important pedestrian connections for the surrounding neighborhood.
- (2) The Planned Unit Development is consistent with the Forward Toledo Comprehensive Land Use Plan.

Conditions of Approval:

The **twenty (20)** conditions of approval are as follows and are listed by agency of origin. Applicants are encouraged to contact each of the agencies to address compliance with their conditions.

Division of Engineering and Construction Management

1. All **proposed** sidewalk, drive approaches, curb, and pedestrian curb ramps within the public right-of-way shall be constructed in accordance with the City of Toledo Construction Standards, Specifications, Toledo Municipal Code, and Americans with Disabilities Act guidelines.
2. All **proposed** commercial drive approaches, (along with the sidewalk through the drive) shall be constructed with 8" thick concrete per City of Toledo Construction Standards and Specifications. No curb shall be permitted in the right-of-way along either side of a drive approach. No horizontal curb cutting will be permitted to create a curb drop/opening. Existing drive approaches, including the curb drop, that will no longer be utilized shall be removed and restored with curb to match the adjacent curb.
3. Required permits for all approved work in the public right-of-way shall be obtained, before work begins, from Steve Kessinger at (419) 245-1347 or steve.kessinger@toledo.oh.gov. The application can be obtained online at Toledo.oh.gov search: Right of Way opening permit.

Division of Engineering and Construction Management (cont'd)

4. Contact Dusty May at (419) 936-2697 or dusty.may@toledo.oh.gov for inspection of the above-mentioned items. Do not contact John Williams like the Right of Way Permit says.

Division of Water Distribution

No comments or concerns.

Division of Sewer & Drainage Services

5. S&DS requires that all existing private sewer lines that are not being removed or properly abandoned (both storm & sanitary) be cleaned and inspected.
6. S&DS requires that the existing private sanitary lines (after they have been cleaned) that are not being removed or properly abandoned be televised from the building (or private cleanout) to where they connect with the public sewer system if this has not been done in the past two (2) years. An electronic copy (DVD/memory stock) shall be provided to S&DS demonstrating the lines cleaning and integrity.

Division of Environmental Services

No comments or concerns.

Fire Prevention Bureau

No comments or concerns.

Division of Traffic Management

No comments or concerns.

Plan Commission

7. Per TMC§1103.1010(D) PUD developments are required to provide sidewalks, built to city specifications along both sides of all streets, public or private. A sidewalk is required in Phase III along Alexis Road. The required sidewalk is depicted on the site plan. **Acceptable as depicted.**
8. Off-street parking shall be provided per TMC§1107.0304 Schedule A for the proposed PUD. The maximum number of parking spaces permitted for the overall site based on anticipated uses is ± 200 . There are 167 parking spaces proposed for the overall site, which is below the maximum permitted. **Acceptable as depicted.**

Plan Commission (cont'd)

9. Bicycle Parking is required per TMC§1107.0900. Seventeen (17) bicycle parking slots are required. Bicycle parking spaces have been provided throughout the site as previously reviewed. To ensure that the required bicycle parking slots are provided and are located within close proximity to all of the different uses, the overall site plan shall be revised to show the required bicycle parking slots and locations to ensure compliance with this requirement. **Not acceptable as submitted.**
10. All spaces reserved for the use by persons with physical disabilities shall adhere to the standards outlined in TMC§1107.1700. A minimum of five (5) auto-accessible spaces and one (1) van-accessible space are required. The site plan depicts nine (9) van-accessible spaces and two (2) auto-accessible spaces. **Acceptable as depicted.**
11. Wheel stops are required for all parking spaces along the perimeter of the parking lot as the lot extends to a property line, sidewalk, and/or planting strip per TMC§1107.1907. Wheel stops are required for the parking spaces along Alexis Road; however, none are depicted on the site plan. **Not acceptable as submitted.**
12. Dumpsters are not permitted in the required setback or landscape buffers and shall be located as far away from residential areas as possible per TMC§1108.0203(D). Two (2) dumpsters are proposed to be situated within the required thirty-foot (30') wide frontage greenbelt in the northwest corner of the property **Not acceptable as depicted. A waiver shall be secured or the dumpsters relocated to meet this requirement.**
13. A detailed landscape plan including site lighting and fencing (separate from building & site plans) shall be submitted to the Plan Director for review and approval. Such plan shall include:
 - a. Per TMC§1108.0202, a minimum thirty-foot (30') wide frontage greenbelt along Alexis Road is required. The frontage greenbelt must contain four (4) trees and a solid evergreen hedge. The existing parking is situated along the property line; therefore, the required buffer can't be provided if the parking remains. A ± 8.0 foot planting bed with three (3) trees and a variety of shrubs is depicted in the right-of-way immediately north of the parking spaces on the landscape plan. **Not acceptable as submitted. A waiver is required or the site plan revised to meet the frontage greenbelt requirement. In addition, one (1) additional tree shall be provided and the proposed spirea shrub replaced with an evergreen shrub.** If the waiver is granted, the applicant shall be responsible for maintaining the landscape buffer and ensuring that it does not encroach in the site distance setback in TMC§1107.2000.
 - b. In addition to other landscape requirements, interior site landscaping is required per TMC§1108.0205. Twelve (12) 2-inch caliper trees and landscaping at all major building entrances and along building foundations where the building is visible from public rights-of-way is required. **Acceptable as depicted.**

Plan Commission (cont'd)

- c. Dumpsters are required to be screened on all four (4) sides with a combination of evergreen plantings, fence or wall structure, with a minimum height of six feet (6') per TMC§1108.0203(D). A six-foot (6') high cedar plank dumpster enclosure with gates is depicted on the site plan. **Acceptable as depicted.**
- d. Per TMC§1103.1007(H), all telephone, electrical, cable, and other utility appurtenances shall be buried and dumpsters shall be sufficiently screened.
- e. Per TMC§1103.1209(A.3), grade level mechanical equipment shall be screened from adjoining residential parcels and from the right of way(s).
- f. Per TMC§1108.0204(B.6), 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. The proposed rock mulch is not permitted.
- g. Topsoil must be back filled to provide positive drainage of the landscape area.
- h. 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.
- i. Landscaped areas must be irrigated as necessary to maintain required plant materials in good and healthy condition per TMC§1108.0406.
- j. 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 Plan Director for review or approval.
- k. 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.
- l. The location, height and materials for any fencing to be installed and maintained.
- m. The location, lighting, and size of any signs.

Plan Commission (cont'd)

14. Connecting walkways and pedestrian connections are required per TMC§1109.0204(A). At least one (1) main entrance shall face and open directly onto a five-foot (5') wide connecting walkway to the street sidewalk. **Not acceptable as depicted.** A five-foot (5') wide connecting walkway shall be provided from the main entrance to the existing sidewalk on Alexis Road. The walkways shall be distinguished from driving surfaces where it crosses parking aisles or driveways.
15. The existing legal nonconforming Star Diner pole sign shall be brought fully into compliance with the Sign Code as a part of this PUD review and approval process per TMC§1113.0702(B). Staff has proposed a text amendment that if passed, would permit the existing sign to remain as is. Should the text amendment pass, the Star Diner sign may remain as it currently stands; however, should the text amendment fail, the sign shall be brought into full compliance with TMC§1113 Signs.
16. Any proposed signage shall meet the standards of TMC§1113 - Signs, and all applicable permits shall be secured.
17. All the conditions of the previous approved PUDs originally granted by Ord. 150-25 and Ord. 439-25 shall remain in effect.
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. Per TMC§1111.0814, if a building permit is not issued within two (2) years of this approval date then the Planned Unit Development approval shall become null and void.
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.