

Whitehouse

Whitehouse Planning Commission Meeting Notice

Notice is hereby given that the Planning Commission of the Village of Whitehouse will meet on Monday, March 2, 2026, at 6:00 p.m. in the Council Chambers, Whitehouse Village Hall, 6925 Providence Street, Whitehouse, Ohio.

AGENDA

1. Call the Regular Meeting to Order
2. Approve Minutes of the January 5, 2026, Planning Commission Meeting.
3. Review and provide feedback on draft Country Meadows South Plat. This review is only for feedback purposes with no action taken by the Commission.
4. Other business as appropriate under the Charter.
5. Adjourn.

Jordan D. Daugherty
Municipal Administrator

**MINUTES OF THE PLANNING COMMISSION
VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO
January 5, 2026**

At 6:05 pm, Tom Lytle called the Public Hearing before the Planning Commission to order. The Public Hearing was to hear testimony on a requested zoning map amendment to a R-2 for 11320 Archbold Whitehouse Road.

A resident asked what constitutes a site plan? Tom Lytle said they would be drawings. The resident says the application is supposed to be submitted with site plans. Jordan Daugherty said this is a generic application, that typically site plans are required for developers that already have the zoning in place. They all use the same form. Another resident asked if Charlie Grass owns the property. That answer is yes. A resident asked why were site plans and drawings provided previously when Mr. Grass was asking for a zoning change? Mr. Daugherty asked to comment. He said the developer provided it as a courtesy. It is not a requirement until after the zoning is determined. A question was asked about what the difference is between a sketch and a site plan. A site plan is much more detailed after the zoning is decided. What is a legal plat of survey and why isn't it included in the application? Rob Casaletta commented that once the zoning is determined then all the other items come later, as far as site plans, surveys, plats, etc. This meeting is solely to change zoning from S-1 to R-2. What does R-2 include? It determines the square footage of the lots, which is 15,000 for a R-2. Lots of input from residents on what the development will look like and how many houses there will be. Jordan stated that the public will still have input on the site plan portion of the process when it comes time for that, but this is strictly for a zoning change. The Public Hearing was closed at 6:50 pm.

At 6:50 pm, Tom Lytle called the Planning Commission meeting to order.

Roll Call: Dennis Kennedy, Tom Lytle, Allen Kuck, Rob Casaletta and Mayor Bingham. Also in attendance were Charlie Grass, Administrator Jordan Daugherty, Jeff Heaney, Craig Whitman, Andrew Ulrich, James and Lisa Forwerck, Jean and Randy Ringle, Steve Fine, Larry and Brenda Druschel, David Prueter, Merrill Rainey, Kristine Urenovitch and Jim Thomas.

The first agenda item is to elect officers for the 2026 Planning Commission. Dennis Kennedy made a motion to nominate himself as the chairman. He nominated Rob Casaletta to be the vice-chairman and Allan Kuck as secretary, seconded by Mayor Bingham. Motion passes all ayes.

The next agenda item is to approve the minutes of the March 3, 2025, meeting. Mayor Bingham made a motion to approve the updated minutes, seconded by Rob Casaletta. Motion passed all ayes.

The last agenda item was to review and make a recommendation to Village Council concerning a request for a zoning map amendment at 11320 Archbold Whitehouse Road. Rob made a motion to approve the recommendation to Council for the R-2, seconded by Tom Lytle. Split vote 4-1, with Allen Kuck being the only no vote. Motion passed with majority consensus.

In other business, Jordan said the process is for this to go before Council, with another public hearing to take place before the Council meeting. We must allow 30 days for notices to go out to the public, so this will appear before Council at the March 3, 2026, meeting.

A motion to adjourn was made at 7:01 by Dennis Kennedy and seconded by Mayor Bingham. Motion passed all ayes.

Respectfully submitted,

Jordan Daugherty
Village Administrator

PRELIMINARY DISCUSSION ONLY
PRELIMINARY DRAWING FOR PLAT OF COUNTRY MEADOWS SOUTH PLAT I
March 2, 2026

Review of this Preliminary Drawing is at the request of the Developer with the understanding that the request for change in zoning from S-1 to R-2 has not been decided and is, therefore, incomplete as of the date of this meeting. Accordingly, the request is for **initial feedback on the plat**. No formal action will be taken by the Planning Commission at this time.

- Village Council has a public hearing on the zoning change request on March 3, 2026. While Council is considering that matter, the developer asks for feedback on Plat I that assumes the zoning change to R-2 will be granted. The developer is aware that there are no guarantees of how the request for zoning change will be decided.
- Only one plat is proposed. That plat includes 21 parcels.

Preliminary Discussion of Country Meadows South Plat I (Assumes R-2 zoning, 21 lots, 20.4+/- acres)

1. Portions in the Village are currently zoned S-1, applicant is proposing R-2. Zoning map amendment will be required for those parcels.
2. 20.4 acres with 21 lots varying in size from 15,000 to 22,519 square feet. Frontages are on both West Street and Cemetery Street.
3. All lots meet the 15,000 square feet area minimum for R-2.
4. All lots appear to meet the a) 35' minimum rear yard setback, b) 35' minimum front building line setback, and c) 10' minimum side yard setback.
5. Lots 3 through 12 have property frontage widths below the 90' minimum. Those parcel width range from 80' to 83.5+/- . Therefore, variances will be necessary.
6. *Subdivision Regulations Chapter 1127.03 (A) ... The street patterns shall include some extensions to the boundaries of the development to provide circulation between adjoining neighborhoods.* It appears this requirement is met.
7. *Chapter 1127.05 (B) "It is recommended that when available, sites be joined by walking trails and/or multi-use paths ... to provide convenient pedestrian access to all portions of the subdivision and other areas in the municipality, such as shopping, parks and schools."* Are interior sidewalks being proposed?
8. The surrounding area is known to flood. Advised to discuss the stormwater detention plan and capacity.
9. A Street Tree Plan will be required.

10. A street lighting plan will be required.

ADDITIONAL CONSIDERATIONS

11. The United States Postal Service requires Cluster Box Units (CBU's) as opposed to individual mail boxes.
12. Entrance signs?
13. Maintenance of the large pond and the storm water detention areas.
14. Homeowners Association.

DRAFT: This meeting is only for feedback purposes. No Commission action will take place.



REQUEST FOR COMMERCIAL / RESIDENTIAL
SITE PLAN REVIEW
Village of Whitehouse, Ohio

Date: 2/16/26

Staff Report No. _____

SECTION I

A. Name of Development Country Meadows

B. Type of Development:
(Please check one)

☐ R-1 Single Family

☐ R-4 Two Family

☒ R-2 Single Family

☐ R-5 Multi-Family

☐ R-3 Single Family

☐ PUD

☐ Commercial

☐ Industrial Site

C. Name of Developer(s): Artisan Craftbuilt Homes

Address: PO Box 2755, Whitehouse, OH Ph: 419-277-7777 Fax: _____

D. Name of Owner: Same

Address: _____ Ph: _____ Fax: _____

E. Name of Engineering Firm: Feller, Finch & Assoc.

Address: 1683 Woodlands Dr., Maumee, OH Ph: 419-893-3680 Fax: _____

F. Location of Development: The site is located on the north side of Waterville St. approximately 600' west of Oakbrook Dr.
(Attach map)

SECTION II

A. Developers are requesting: (Check appropriate box)

☒ Preliminary Plat Approval

☐ Commercial / Industrial Site Plan Approval

☐ Final Plat Approval

If requesting Final Plat Approval, complete B and C below

B. Date on which Preliminary Plat Approval was granted: _____

C. Financial Guarantees:

Developer has filed a(n): (check one)
(To assure improvements will
be constructed and completed
in a satisfactory manner)

☐ Escrow Agreement
☐ Performance Bond with Surety
☐ Installed and Village has
accepted improvements

DESIGN STANDARDS

MEETS OR EXCEEDS
STANDARDS

VARIANCE
REQUESTED*
(Mark in Red)

* If variance is requested, on an additional sheet describe in detail the reason for the variance request.

A. Lot Requirements vary with the zoning classification:

1. Minimum <u>90</u> ft. frontage	<u> </u>	<u>X</u>
2. Minimum square footage <u>15,000 sf</u>	<u>X</u>	<u> </u>
3. Minimum rear yard of 35 ft. Single Fam. 25 ft. Multi Fam.	<u>X</u>	<u> </u>
4. Minimum Front Bldg. Line <u>35</u> ft.	<u>X</u>	<u> </u>
5. Minimum Side Yard of <u>10</u> ft.	<u>X</u>	<u> </u>
6. Maximum height of 2 1/2 stories	<u>X</u>	<u> </u>
7. Corner lots min. width 100 ft.	<u>X</u>	<u> </u>
8. All lots abut a public street	<u>X</u>	<u> </u>

B. Streets:

1. Street width (right of way) minimum in feet - 66	<u>X</u>	<u> </u>
2. Streets intersection at right angles nearly as possible	<u>X</u>	<u> </u>
3. New streets shall continue from existing streets or jog at a minimum of 140 feet from existing	<u>X</u>	<u> </u>
4. Cul-de-sac streets shall not be over 600 ft in length and termi- nus shall be circular area with minimum of 100 ft diameter	<u>NA</u>	<u> </u>
5. Streets in sub-division shall be improved with hard surface pave- ment with adequate drainage and shall be a minimum width of 29 ft. with curb along each side of such surfacing.	<u>X</u>	<u> </u>

C. Blocks:

1. Maximum length shall generally be one fourth of a mile or 1,320 ft.	<u>X</u>	<u> </u>
---	----------	-------------------

2. Width of block to accomodate two tiers of lots, except single tier lots which have greater depth than the minimum requirement of 120 ft.

X

D. Public Spaces:

1. Set aside reasonable amount of land for play areas, park or other public space as provided in Ohio R.C. 711.09.

X

E. Easements:

1. Utility easements @ least 5 ft in width shall be provided in rear of each lot and/or along side lot lines continuous to streets or alleys where necessary.

X

2. Open ditch easements equal to width of the required cross-section plus twenty feet on one side shall be provided.

X

3. Easements for enclosed drainage systems shall be minimum of fifteen feet in width.

X

F. Storm Sewer (Extension of Public Storm Sewer Main)

1. Drainage lateral, including an adequate outlet, shall be designed & constructed to provide for disposal of all surface water.

X

2. Drainage ditch shall be enclosed when the enclosure is equivalent in capacity to forty-eight inches in diameter or less. Such enclosures shall be constructed, installed & paid for by developer.

NA

3. Storm hydraulic grade lines shall be based on estimated run-off conditions in watershed, ten years from the time the improvement is made.

X

G. Water Main (Extension of Public Water Line)

1. When adequate public water line is within 1,000 feet of subdivision, such line shall be extended so that each lot has access to the public water supply and total cost borne by developer.

X

2. When public water supply system is used and lots are less than 12,000 sq ft, sanitary sewers shall be provided and connected to a public system or an approved treatment plant.

X

H. Sewer Main (Extension of Sewer Line)

1. When the proposed subdivision is located within 500 feet of an adequate sanitary sewer line, a connection to the line shall be provided for each lot by the developer.

X _____

I. Street Lights

1. 'Acorn street lighting plan approved by the Village with developer paying total cost of installation.

X _____

J. Sidewalks

1. Concrete sidewalks covering all developable frontage with a minimum of five (5) ft. and conforming to all Village specs.

X _____

K. Utilities (Other)

1. All utilities (electric, gas, phone, cable etc.) must be located in public easement and installed underground.

X _____

L. Monuments

1. All subdivision boundary corners and others must be marked with cement and iron pipe monuments.

X _____

ZONING INSPECTOR COMMENTS

VILLAGE ADMINISTRATOR COMMENTS

PLANNING COMMISSION

VARIANCE REQUESTED (Section #)	DENIED	APPROVED	CONDITION. APPROVAL*
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____

*Specify Conditions Below:

* * * * *

PLANNING COMMISSION COMMENTS

I, _____ (Owner, Developer, Engineer) of the
 {circle one}

proposed development known as _____ certify
that all the information provided herewith is true and accurate to
the best of my knowledge.

Signed: _____

Date: _____



SITE PLAN REVIEW CHECK LIST
Village of Whitehouse, Ohio

SHOWN ON NOT SHOWN
PLAN ON PLAN
(MK IN RED)

(1) IDENTIFICATION SHALL BE NOTED AS FOLLOWS:

- | | | |
|--|---|--|
| A. The title "Preliminary Drawing" | X | |
| B. The proposed name of the subdivision | X | |
| C. The location by township, section, town and range or by other legal description; | X | |
| D. Names and addresses of the developer and his or her agent who designed the subdivision; | X | |
| E. The scale of the drawing (one inch equals 100 ft. preferred); | X | |
| F. The date and north point; | X | |
| G. The approximate acreage; and | X | |
| H. The key location. | X | |

(2) DELINEATION SHALL INCLUDE, BUT NOT BE LIMITED TO, THE FOLLOWING:

- | | | |
|---|---|--|
| A. Boundary lines of the proposed subdivision indicated by dashed heavy lines; | X | |
| B. Locations, widths and names of all existing or prior platted streets or other public ways; railroad and utility rights of way and easements; parks and other public open spaces; permanent buildings and structures; and section and corporation lines, within or adjacent to the tract; | X | |
| C. Existing sewers, water mains, culverts, other underground facilities and open drainage ditches in and within close proximity to the tract, indicating the size, depth, direction of flow and location; | X | |
| D. Boundary lines of all tracts of unsubdivided and subdivided land abutting the proposed plat, showing owners of tracts greater than one acre; | X | |
| E. Indication of ground forms, preferably contours at two-foot intervals as measured in the field; | X | |
| F. The existing zoning of the proposed subdivision and abutting tracts in zoned areas; | X | |
| G. The layout of proposed streets, their proposed names and widths and the widths of proposed alleys, crosswalkways and easements. Proposed street names shall be checked with the Real Estate Transfer Department of the County Auditor's office to avoid duplication. | X | |
| H. Layout numbers and dimensions of lots or parcels with appropriate designations; | X | |
| I. Suggested locations of proposed water lines, sanitary sewer lines, storm sewer lines and sidewalks; | X | |

PAGE 2
PRELIMINARY PLAT CHECK LIST

J. Sanitary treatment plant, well and septic tank locations;	<u>NA</u>	<u> </u>
K. Where septic tanks are proposed, the submission of the results of soil percolation tests. The location of soil percolation tests shall be indicated and keyed to the result submitted.	<u>NA</u>	<u> </u>
L. A diagram of proposed drainage development, including streets and lots, with indication of their outlet into existing facilities, and proposed elevation of drains at critical points;	<u>X</u>	<u> </u>
M. In critical areas, high water levels and areas subject to flooding;	<u>X</u>	<u> </u>
N. A screen planting plan, if any; and	<u>NA</u>	<u> </u>
O. Proposed building set-back lines, showing dimensions.	<u>X</u>	<u> </u>

APPROVED:

BY: _____

DATE: _____

LOCATION MAP



Variance Request

A variance on minimum lot frontage is necessary in order to make the entire project even viable.



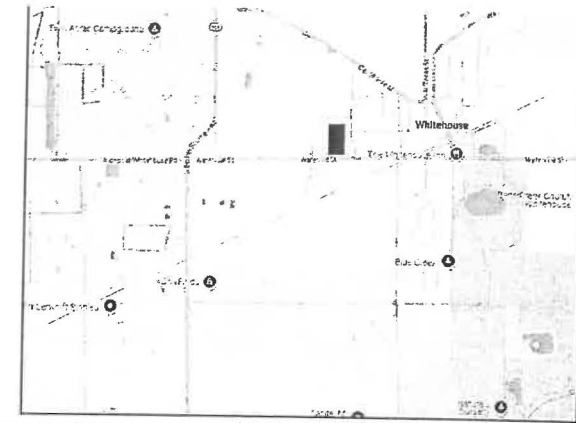
NORTH

1" = 60' (24x36)
1" = 120' (12x18)

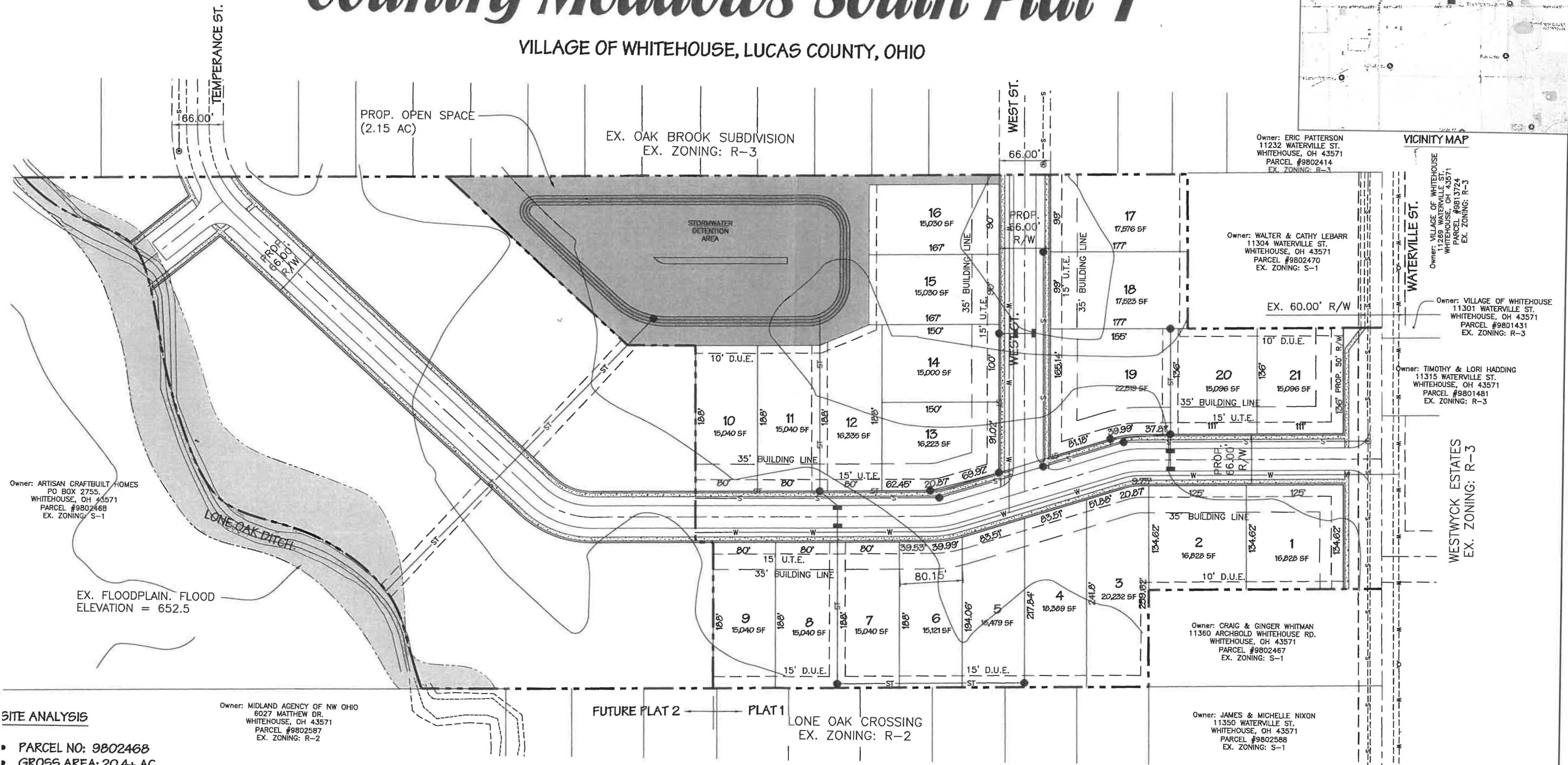
U.T.E. UTILITY & TOLEDO EDISON
EASEMENT

COUNTRY MEADOWS SOUTH PLAT 1

VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO



VICINITY MAP



SITE ANALYSIS

- PARCEL NO: 9802468
- GROSS AREA: 20.4± AC.
- EX. ZONING: S-1
- PROP. ZONING: R-2
- NUMBER OF LOTS: 37
- 66' PROPOSED ROW WITH 29' ROAD (B/B)
- FRONT SETBACK: 35'
- SIDE SETBACK: 10'
- REAR SETBACK: 35'

LEGAL DESCRIPTION

THAT PART OF THE FOLLOWING DESCRIBED PROPERTY LYING WEST OF THE WEST LINE OF THE PLAT OF OAK BROOK AND SAID WEST LINE EXTENDED NORTHERLY: THE WEST ONE-HALF (½) OF THE WEST ONE-HALF (½) OF THE SOUTHEAST QUARTER (¼) OF SECTION THIRTY-FOUR (34), TOWN SEVEN (7) NORTH, RANGE NINE (9) EAST IN THE VILLAGE OF WHITEHOUSE, LUCAS COUNTY, OHIO, EXCEPTING THEREFROM THE EAST TWO HUNDRED (200) FEET OF THE SOUTH TWO HUNDRED FIFTY (250) FEET, AND ALSO EXCEPTING THEREFROM THE WEST ONE HUNDRED TWENTY-FIVE (125) FEET OF THE SOUTH THREE HUNDRED (300) FEET.

DEVELOPED BY:

ARTISAN CRAFTBUILT
HOMES LLC
PO BOX 2755
WHITEHOUSE, OHIO 43571

PREPARED BY:

FellerFinch
& ASSOCIATES, INC.
Engineers • Surveyors

1683 Woodlands Drive, Maumee, Ohio 43537
Phone: (419) 893-3680
Fax: (419) 893-2982
www.fellerfinch.com

