

**PLANNING COMMISSION AGENDA  
CITY OF PIQUA, OHIO  
6:00 PM – TUESDAY, JULY 14, 2026  
MUNICIPAL GOVERNMENT COMPLEX  
COMMISSION CHAMBERS – 201 W. WATER STREET**

**CALL TO ORDER**

Chair Comments – Opening Remarks

ROLL CALL – Clerk Calls the Roll

Meeting Minutes – June 30, 2026

**OLD BUSINESS**

**NEW BUSINESS**

1. RESOLUTION PC 10-26  
A resolution to recommended approval of a lot split, with easements, of Inlot #8935.
2. RESOLUTION PC 11-26  
A resolution to authorize a special use permit for a drive-thru at 538 McKinley Avenue.

**OTHER BUSINESS**

**ADJOURNMENT**

**RESOLUTION No. PC 10-26**

**A RESOLUTION RECOMMENDING APPROVAL OF A PARCEL SPLIT WITH UTILITY EASEMENT FOR PARCEL N44-100820, CITY OF PIQUA, OHIO**

**WHEREAS**, the property identified as Parcel #N44-100820, Piqua, Ohio, is subject to the City of Piqua Development Code; and

**WHEREAS**, the applicant has requested approval of a parcel split for the aforementioned property, which includes the dedication of a utility easement to the City for the provision, maintenance, and future expansion of public utilities serving the site and surrounding properties; and

**WHEREAS**, the proposed parcel split and utility easement comply with the applicable provisions of the City of Piqua Development Code, including the subdivision review procedures in §7.2.4; and

**WHEREAS**, the Piqua Planning Commission has reviewed the application and finds that the proposed parcel split with utility easement is consistent with the City's zoning and subdivision regulations, promotes orderly development and utility access, and serves the public interest; and

**NOW THEREFORE BE IT RESOLVED**, board member \_\_\_\_\_ hereby moves to recommend \_\_\_\_\_ of the parcel split, as described by this resolution, the testimony and documents provided, with the motion seconded by board member \_\_\_\_\_ and the voting record on this motion is hereby recorded as follows.

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|                     | AYE                      | NAY                      | ABSTAIN                  | ABSENT                   |
|---------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Mr. Eddie Harvey    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mr. Terry Wright    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mr. Adam Seas       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mr. Micah Underwood | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mr. Wayne Davey     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2026.

Chairman, Planning Commission

Clerk, Planning Commission

\_\_\_\_\_  
Eddie Harvey

\_\_\_\_\_  
Emily McCulla

# STAFF REPORT

## Planning Commission

**Date:** July 14, 2026  
**Re:** PC 10-26 – Final Plat with Dedication

**Applicant:** Caleb Kaiser, Choice One Engineering  
**Owner:** Daymatt Investment, LLC

**Address:** 1726 W. High Street  
**Parcel #:** N44-100820

**Zoning:** NX – Neighborhood Mixed Use

**Request:** Approval of the Replat of Inlot 8935, dividing the existing parcel into two separate lots.



# STAFF REPORT

on two public streets: High Street and Sunset Drive.

The applicant has submitted a replat prepared by Choice One Engineering (dated 07-08-2026) to divide the inlot along a new division line into two lots:

- One lot approximately 3.515 acres total (0.165 acres in existing R/W).
- One lot approximately 4.942 acres total (0.303 acres in existing R/W).

The replat references multiple prior surveys and adjacent properties. It proposes a new 25-foot access easement for the benefit of the 4.942-acre tract and a new 20-foot storm sewer easement for the benefit of the same tract. Existing easements are noted and respected. The plat has been submitted for review and includes standard consent-to-replat language from the owner, as well as signature blocks for City of Piqua approvals (Planning Commission and City Commission).

This replat is intended to create two separate, buildable parcels for future development or disposition while maintaining compliance with City standards.

## Analysis:

### Compliance w/ Development Code

The proposed replat has been reviewed for consistency with the City of Piqua Development Code (effective May 18, 2023), particularly:

- **Article 6 – Subdivisions & Streets** (Div. 6.3 Subdivision standards, including lot design, access, and easements).
- **§7.2.4 – Subdivision and Replat Review** procedures.

The replat meets or exceeds minimum lot area and dimension requirements. Both resulting lots have adequate frontage and direct access to public rights-of-way (High Street and/or Sunset Drive). A new division line is clearly shown, and no access to adjoining parcels is eliminated.

### Easements and Infrastructure

- A new 25-foot access easement is dedicated to serve the interior 4.942-acre tract.
- A new 20-foot storm sewer easement is dedicated for the benefit of the 4.942-acre tract. These easements support proper utility access, stormwater management, and circulation. Existing easements (including a 25-foot no-build easement and others referenced on the plat) are preserved. The design is consistent with City standards for utility expansion and maintenance.

# STAFF REPORT

## **Zoning and Land Use Compatibility**

The replat itself does not change the underlying zoning of the property. Any future development on the resulting lots will be subject to the standards of the current zoning district (including permitted uses, setbacks, parking, landscaping, stormwater, and site plan review where applicable). The division supports orderly development and is compatible with surrounding land uses and the established pattern in the area. No variances or modifications to subdivision standards are requested.

## **Other Considerations**

- No known zoning violations or code conflicts exist on the property.
- The replat aligns with the City's goals for efficient land division, infrastructure provision, and predictable development outcomes as outlined in the Development Code and Plan It Piqua Comprehensive Plan.
- The plat was prepared in accordance with Ohio Administrative Code Chapter 4733-37 and includes proper survey certification.

## **Recommendation:**

Staff recommends that the Planning Commission **approve** the Replat of Inlot 8935 as submitted (dated 07-08-2026).

## **Conditions of Approval (recommended):**

1. The final plat shall be recorded with the Miami County Recorder's Office in accordance with the timeframes and procedures in the Development Code.
2. All easements shown on the plat shall be properly dedicated via the plat or separate instruments as required.
3. Any future development on the resulting lots shall comply with all applicable provisions of the Piqua Development Code, including but not limited to stormwater management (Article 5), development standards (Article 4), and administration/permitting requirements (Article 7).
4. The applicant shall address any minor technical comments from City staff or the County Engineer prior to recording, if applicable.

This action would allow the replat to proceed to final City Commission approval and recording.

Staff is available to answer questions or provide additional information at the Planning Commission meeting.

# Record Report for PC - Plat & Subdivision Review #PC-PLAT-26-0002

## Record Overview

**Record Number:** PC-PLAT-26-0002  
**Record Type:** PC - Plat & Subdivision Review  
**Record Status:** In Progress  
**Record Submitted At:** Monday January 26, 2026  
**Record Address:** 1726 W High St, Piqua, Ohio, 45356  
**Record Owner:** Chad Henry  
**Record Applicant User:** Caleb Kaiser  
**Record Applicant Company:** Choice One Engineering

## Form Submission

**Applicant Information:**  
Choice One Engineering, Caleb Kaiser  
2633 Campbell Road  
Sidney, OH 45365  
cjk2@choiceoneengineering.com, (937) 569-8620

**Property Owner Information:**  
Moeller Door & Window, Pat Moeller  
5970 State Route 119  
PO Box 402  
St Henry, OH 45883  
patjr@moellerdoorsales.com, (419) 925-4748

**Street Address:**  
1726 W High St, Piqua, Ohio, 45356

**Parcel ID Number - please list all Parcel IDs included:** N44-100820

**Current Use:** Warehouse & distribution

**Zoning District:** NX

**Description of what the owner would like to accomplish with this replat:**  
Parcel Split

**The undersigned acknowledges that the information provided herein is accurate to the fullest extent of their knowledge.:**



Signed in GovWell: Monday January 26, 2026, 2:50pm

## Generated Documents

No documents generated

## Activity History

LOT SURVEY 9, PG. 57      REC. P.B. 9, PG. 66  
LOT SURVEY 22, PG. 65      REC. P.B. 11, PG. 104  
LOT SURVEY 23, PG. 71      REC. P.B. 12, PG. 148  
REC. P.B. 22, PG. 51

|              |              |               |              |
|--------------|--------------|---------------|--------------|
| <u>8935</u>  | <u>PIQUA</u> | <u>MIAMI</u>  | <u>OHIO</u>  |
| <u>INLOT</u> | <u>CITY</u>  | <u>COUNTY</u> | <u>STATE</u> |

**INLOT**  
4.942 ACRES TOTAL  
0.303 ACRES IN EX. R/W

**INLOT**  
3.515 ACRES TOTAL  
0.165 ACRES IN EX. R/W

**NEW 25' INGRESS/EGRESS EASEMENT FOR BENEFIT OF 4.942 ACRE TRACT**

**NEW 20' STORM SEWER EASEMENT FOR BENEFIT OF 4.942 ACRE TRACT**

**CONSENT TO REPLAT**

THE BEARINGS ARE BASED ON  
NAD 83 CORS 2011 ADJUSTMENT, OHIO  
SOUTH ZONE, OHIO REAL TIME  
NETWORK (ORTN)

SCALE: 1"=60'

A horizontal scale bar with a black and white alternating pattern. It is marked with vertical lines at 0, 30, 60, and 120 feet. The text "SCALE: 1"=60'" is centered above the bar.

 *I.P.F.* 5/8" X 30" REBAR  
W/CAP SET  
 *I.P.F.* 5/8" IRON PIN FOUND  
(UNLESS OTHERWISE NOTED)  
 *M.N.S.* MAG NAIL SET  
 *M.S.F.* MAG SPIKE FOUND  
× CUT CROSS IN SIDEWALK  
— — — — — EXISTING SUBDIVISION LINE

BEING A REPLAT IN LOT 8935 AND BEING OWNED BY  
DAYMATT INVESTMENT, LLC IN DEED BOOK 701, PAGE 916.

I, THE UNDERSIGNED, BEING THE OWNER OF THE LAND HEREIN REPLATED, DO HEREBY ACCEPT AND APPROVE THIS REPLAT AND DO HEREBY VOLUNTARILY CONSENT TO THE EXECUTION OF SAID REPLAT.

OWNER: DAYMATT INVESTMENT, LLC

AUTHORIZED SIGNATURE

STATE OF OHIO, \_\_\_\_\_ COUNTY, S.S.  
BEFORE ME, A NOTARY PUBLIC, IN AND FOR THE STATE OF OHIO, PERSONALLY  
APPEARED \_\_\_\_\_ ON BEHALF OF DAYMATT INVESTMENT,  
LLC, WHO EXECUTED THE FOREGOING PLAT, WHO ACKNOWLEDGED THAT HE DID  
SIGN SUCH INSTRUMENT IS HIS FREE ACT AND DEED. IN TESTIMONY WHEREOF,  
I HAVE HEREUNTO SUBSCRIBED MY NAME AND AFFIXED MY OFFICIAL SEAL  
AT \_\_\_\_\_, OHIO, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

NOTARY PUBLIC

MY COMMISSION EXPIRES:

THIS REPLAT WAS REVIEWED AND APPROVED BY ME  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

CHAD HENRY  
CITY OF PIQUA PLANNER

AT A MEETING OF THE PLANNING COMMISSION OF THE CITY OF PIQUA,  
OHIO, HELD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, THIS PLAT  
WAS REVIEWED AND APPROVED.

CHAIR

CLERK

MAYOR

CLERK

I HEREBY CERTIFY THAT THIS REPLAT WAS PREPARED IN  
ACCORDANCE WITH OHIO ADMINISTRATIVE CODE CHAPTER 4733-37.

ALLEN J. BERTKE, P.S. #8629

DATE \_\_\_\_\_

AT A MEETING OF THE CITY COMMISSION OF THE CITY OF PIQUA, OHIO,  
HELD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, THIS PLAT WAS  
APPROVED BY RESOLUTION NO. \_\_\_\_\_.

THIS INSTRUMENT WAS PREPARED BY:

# choiceOne

## Engineering

SIDNEY, OHIO 937.497.0200  
LOVELAND, OHIO 513.239.8554

www.CHOICEONEENGINEERING.com

DATE: \_\_\_\_\_

DRAWN BY:  
CJK2

**JOB NUMBER:**  
MIAPIQ2602

SHEET NUMBER

1 OF 1

## RESOLUTION No. PC 11-26

### **A RESOLUTION APPROVING A SPECIAL USE PERMIT FOR A DRIVE-THRU AT 538 MCKINLEY AVENUE, PARCELS #N44-035540 & N44-035550, CITY OF PIQUA, OHIO**

**WHEREAS**, the property located at 538 McKinley Avenue, Piqua, Ohio (Parcel ID #N44-035540), is zoned NX – Neighborhood Mixed-Use under the City of Piqua Development Code; and

**WHEREAS**, the applicant has requested a Special Use Permit to operate a drive-thru at the aforementioned property; and

**WHEREAS**, the proposed drive-thru use is consistent with the goals of the City's zoning regulations and meets the applicable standards for location, queueing/stacking, landscaping screening, parking, and other requirements for drive-thrus as set forth in the Development Code; and

**WHEREAS**, the Piqua Planning Commission has reviewed the application and finds that the proposed special use will not negatively impact surrounding properties, provides adequate parking and circulation, and is in the public interest; and

**NOW THEREFORE BE IT RESOLVED**, board member \_\_\_\_\_ hereby moves to approve the Special Use Permit, as described by this resolution, the testimony provided, and the documents attached hereto; with the motion seconded by board member \_\_\_\_\_ and the voting record on this motion is hereby recorded as follows.

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|                     | AYE                      | NAY                      | ABSTAIN                  | ABSENT                   |
|---------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Mr. Eddie Harvey    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mr. Terry Wright    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mr. Adam Seas       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mr. Micah Underwood | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mr. Wayne Davey     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2026.

Chairman, Planning Commission

Clerk, Planning Commission

\_\_\_\_\_  
Eddie Harvey

\_\_\_\_\_  
Emily McCulla



# STAFF REPORT

## Planning Commission

**Date:** July 14, 2026

**Re:** PC 11-26 – Special Use Permit – Drive-thru

**Applicant:** Biggby Coffee (via Insomnia Design / agent)

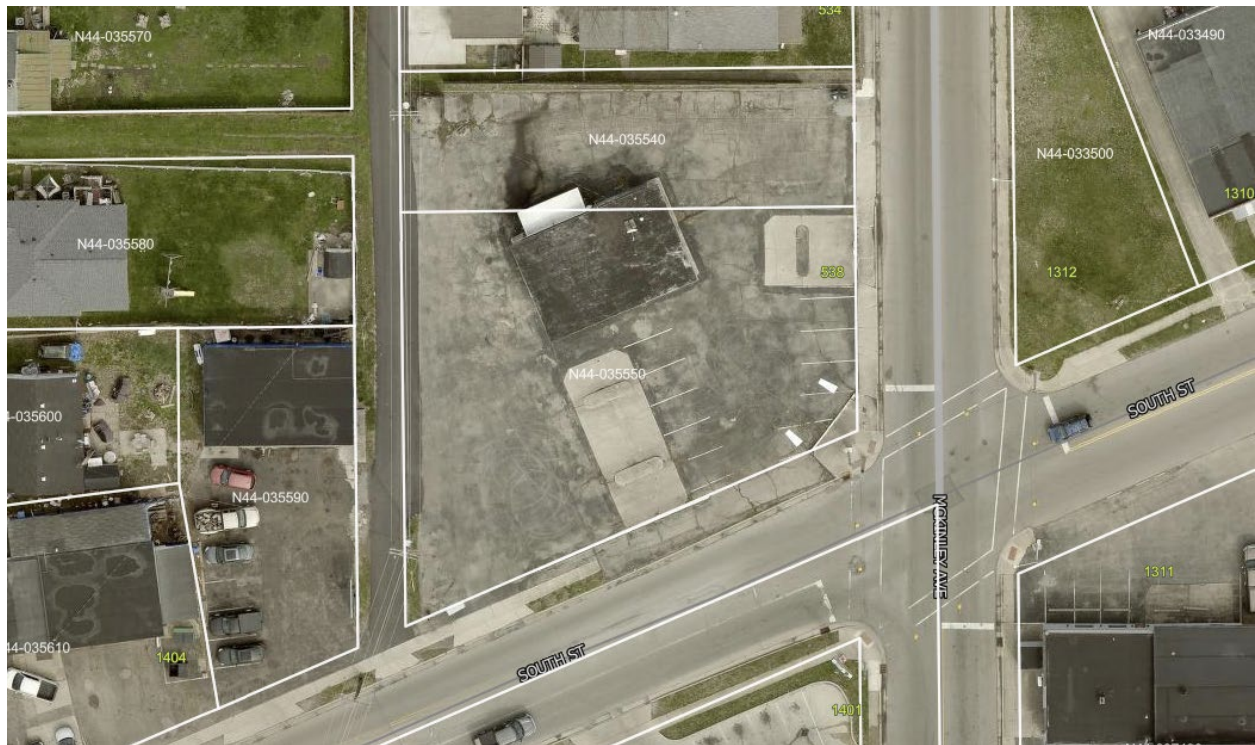
**Owner:** Om Sai 1617, LLC

**Address:** 538 McKinley Avenue

**Parcel #:** N44-035540 & N44-035550

**Zoning:** NX – Neighborhood Mixed Use

**Request:** Special Use Permit for a drive-thru component in conjunction with a permitted Biggby Coffee shop use.



### Background:

The applicant proposes to redevelop/repave the existing site at 538 McKinley Avenue

# STAFF REPORT

for a new Biggby Coffee location (#1305). The coffee shop use itself is a permitted use in the NX – Neighborhood Mixed-Use district. However, the proposed drive-thru requires a Special Use Permit under the City of Piqua Development Code.

A preliminary site plan (dated June 8, 2026, Sheet A1.0) has been submitted showing:

- A single-story building with interior seating for 16 patrons.
- A one-way drive-thru lane with menu board, order window, and pickup window.
- 12 parking spaces plus additional striped areas.
- Loading area, landscaping plan, and circulation layout.
- The site will utilize existing curb cuts and be fully repaved.

The plan includes detailed zoning considerations referencing relevant sections of the Development Code (e.g., drive-thru standards in Section 4.2.8, NX district requirements in 2.4.1, transitions, screening, and parking). This is a preliminary layout and is explicitly noted as “NOT ISSUED FOR CONSTRUCTION.”

## Analysis:

### Compliance with Development Code

The proposal has been reviewed against the Piqua Development Code (effective May 18, 2023), with particular attention to:

- **Section 4.2.8 – Drive-Thru and Loading Areas:** The drive-thru is designed with appropriate stacking (noted as meeting or exceeding minimums), one-way circulation, and separation from pedestrian areas. Menu board and window locations are shown with adequate setbacks.
- **NX – Neighborhood Mixed-Use District (Section 2.4.1):** The primary use (coffee shop) is permitted. The drive-thru is allowed via Special Use Permit. The site plan addresses required transitions, setbacks (including 18 ft from primary/side streets where applicable), and screening.
- **Parking and Circulation (Section 4.2):** Adequate parking is provided (12+ spaces shown). The drive-thru operates as a one-way loop with clear entry/exit points.
- **Landscaping, Screening & Transitions (Sections 4.3 & 4.3.7):** The plan includes perimeter landscaping, screening for the drive-thru (opaque fencing or equivalent as noted), and differentiation between protected and non-protected districts. Low-impact common lot line screening is indicated where required.
- **General Site Standards:** The entire site is to be repaved. All work shown for the drive-thru (including striping and pavement) will be included in scope. Underground utilities will be verified prior to excavation.

# STAFF REPORT

## Key Site Design Features

- Clear one-way drive-thru circulation with menu board on the approach and dual windows for ordering/pickup.
- Pedestrian access and building orientation support the mixed-use character of the NX district.
- Landscaping islands and perimeter plantings are incorporated to enhance the streetscape along McKinley Avenue and South Street.

## Staff Observations & Conditions

Staff is supportive of the drive-thru component, as it aligns with the permitted coffee shop use and modern customer expectations for quick-service establishments. The preliminary layout generally demonstrates compliance with drive-thru design standards.

One area requiring attention is the ingress and egress to McKinley Avenue. While curb cuts exist, the final plans should provide clear delineation through pavement markings, directional signage, and/or physical elements (e.g., bollards or curbing) to ensure safe and intuitive vehicle flow, minimize conflicts with pedestrians or on-street parking, and prevent improper turns. This will be important given the site's location in a neighborhood mixed-use area.

No variances appear necessary based on the preliminary plan. All future construction documents must fully address the zoning considerations listed on the plan sheet.

## Recommendation:

Staff recommends that the Planning Commission **approve** the Special Use Permit for the drive-thru at 538 McKinley Avenue, subject to the following conditions:

1. Final site plans and construction documents shall demonstrate clear delineation of ingress and egress to McKinley Avenue through pavement markings, signage, and/or physical barriers, subject to staff review and approval.
2. The drive-thru shall be constructed and operated in full compliance with Section 4.2.8 and all other applicable Development Code standards (stacking, screening, setbacks, landscaping, and lighting).
3. All landscaping and screening shown on the preliminary plan shall be installed and maintained as required.
4. This approval is for the Special Use Permit only. A separate site plan review and zoning permit will be required prior to construction.
5. Any modifications to the preliminary layout shall be reviewed by staff to ensure continued compliance.

This approval would allow the project to proceed to detailed engineering and permitting

# STAFF REPORT

while addressing the operational and safety aspects of the drive-thru.

Staff is available to answer questions or provide additional information at the Planning Commission meeting.

## Record Report for PC - Special Use #PC-SUP-26-0003

### Record Overview

**Record Number:** PC-SUP-26-0003

**Record Type:** PC - Special Use

**Record Status:** In Progress

**Record Submitted At:** Tuesday June 16, 2026

**Record Address:** 538 McKinley Ave, Piqua, Ohio, 45356

**Record Owner:** Chad Henry

**Record Applicant User:** Ben Novosel

**Record Applicant Company:** insomnia design

### Form Submission

**Applicant Information:**

insomnia design, ben novosel  
24 S. Fort Thomas Ave. #75172  
Fort Thomas, KY 45356  
ben@insomniadesign.co, (513) 255-6338

**Type of legal interest held by applicant:**

architect for business owner

**Owner Information:**

Biggby Coffee 1305, Raj Patel  
538 McKinley Ave  
Piqua, OH 45356  
store1305@biggby.com, (937) 541-9605

**Street Address:**

538 McKinley Ave, Piqua, Ohio, 45356

**Current Use:** Office

**Proposed Special Use:**

Coffee Shop with drive-thru. Note that the current use is actually a convenience store. However, retail is not available on the drop-down menu.

**Zoning District:** NX

**Reason for the requested special use:**

redevelopment on the site from fully paved parking to proposed drive-thru with new landscaping areas.

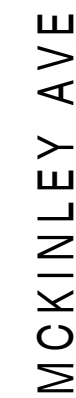
**The undersigned acknowledges that the information provided herein is accurate to the fullest extent of their knowledge.:**



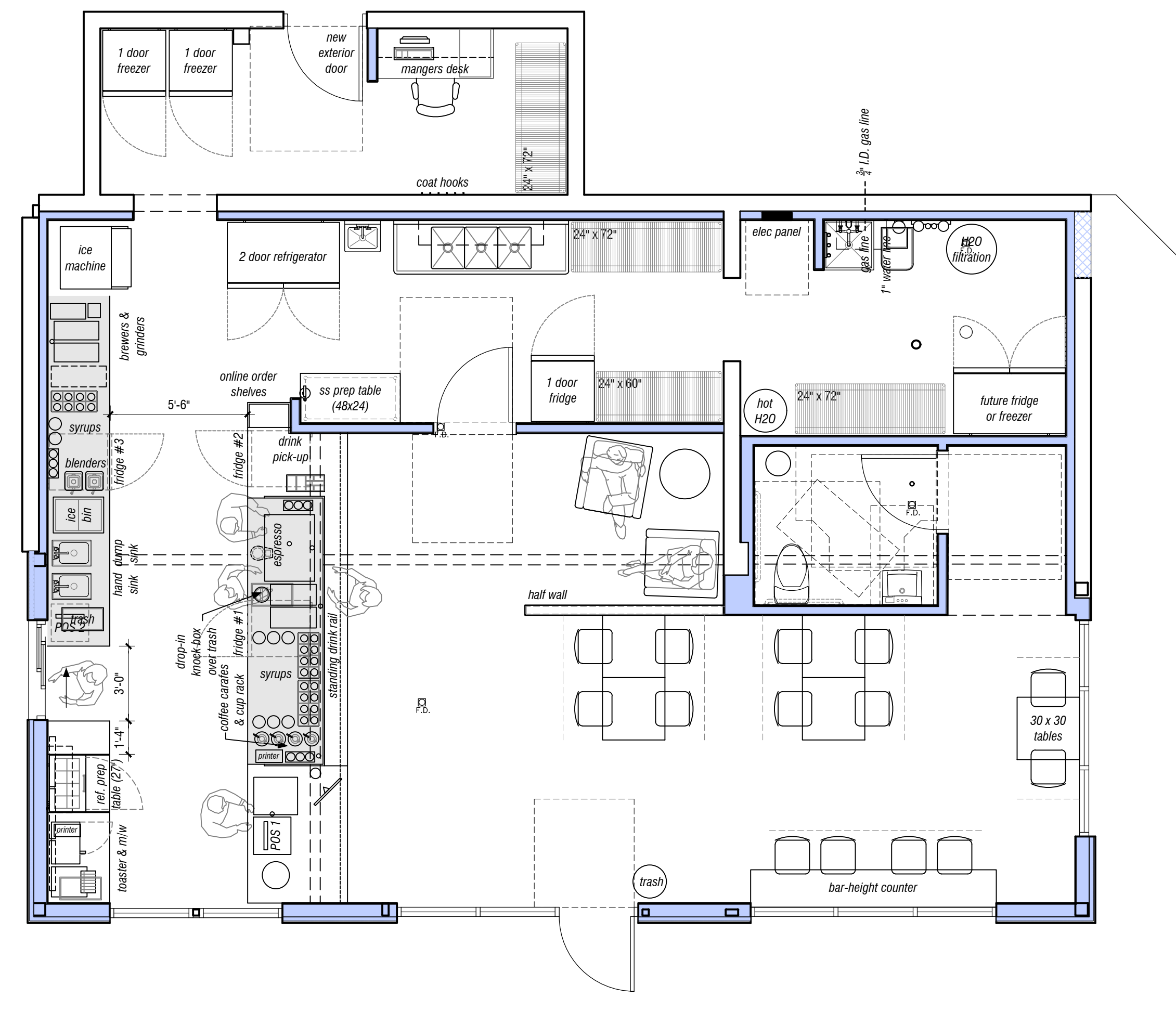
Signed in GovWell: Tuesday June 16, 2026, 7:15am

### Generated Documents



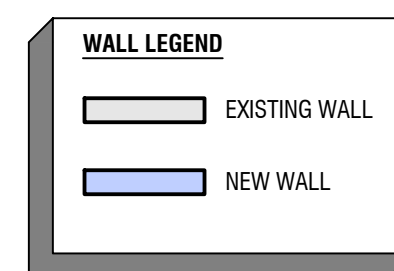
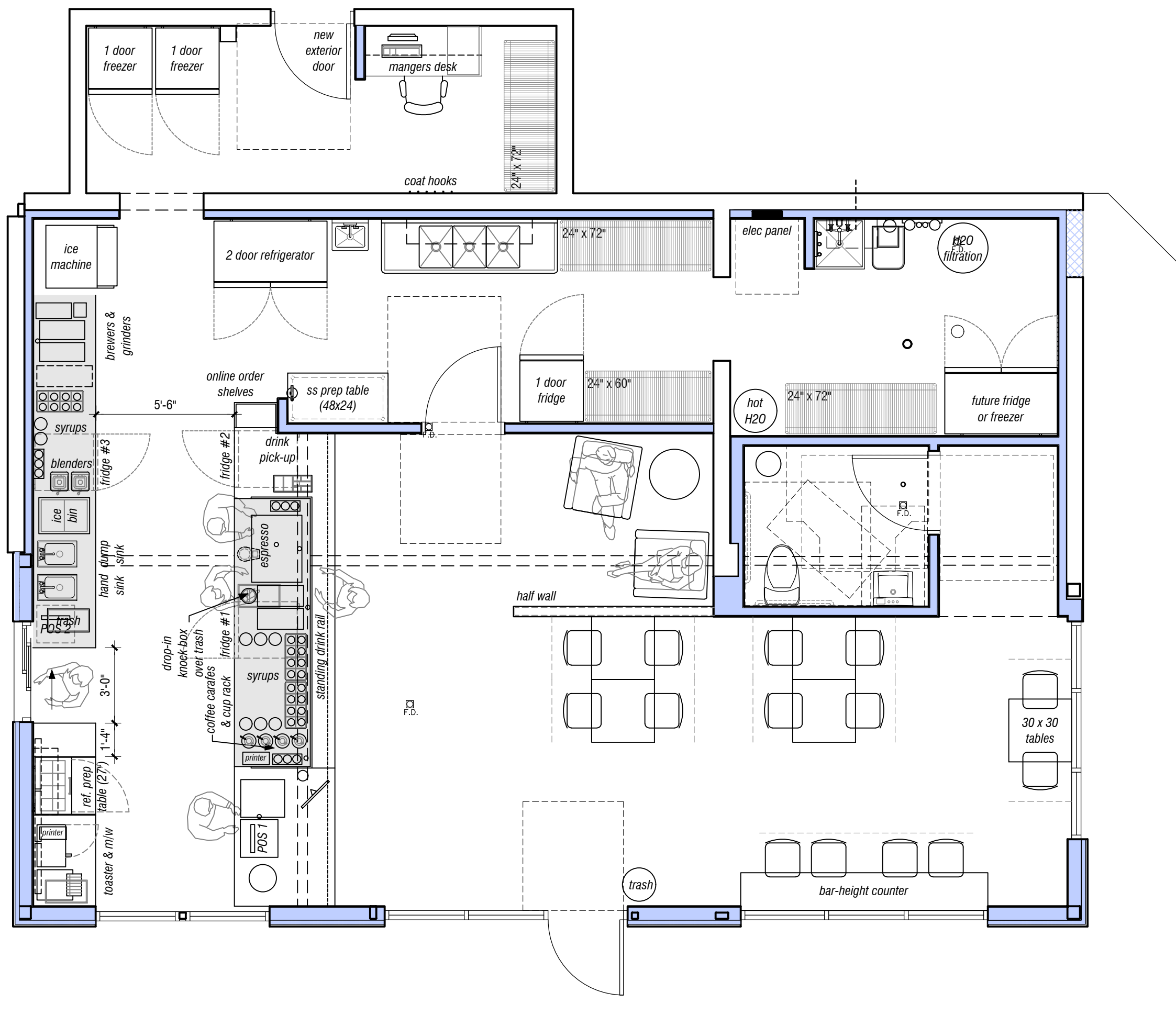


- SECTION 4.3.7 - SCREENING
  - LOW-IMPACT FRONTAGE SCREENING
    - 6FT DEEP
    - 90% OF PERIMETER MIN. SCREENED
    - SHRUBS AND 1/2 TREE PER 40 FT OF LENGTH
  - LOW-IMPACT COMMON LOT LINE SCREENING TYPE
    - SAME AS ABOVE
    - WHAT DIFFERENTIATES BETWEEN TRANSITION IN 4.3.6 AND THIS SECTION?
- DUMPER ENCLOSURE
  - 6' HIGH SIDES AND REAR AND MET SETBACK REQUIREMENTS IN 4.1
  - WALL OR FENCE 6FT TALL
  - ACCESS GATES PROVIDED ON 4TH SIDE. ALSO 6FT TALL
  - SCREEN MUST BE 90% OPAQUE
  - SEE 4.3.8 FOR ENCLOSURE STANDARDS
- ROOFTOP MECHANICAL EQUIPMENT
  - SCREENED WITH VERTICAL BARRIER 6' MIN. TALLER THAN EQUIPMENT
  - REQUIREMENTS FOR ANY GROUND MOUNTED EQUIPMENT AS WELL

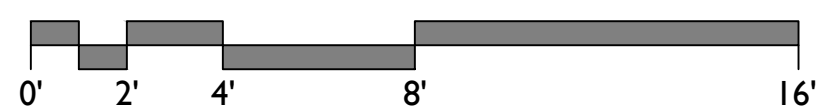


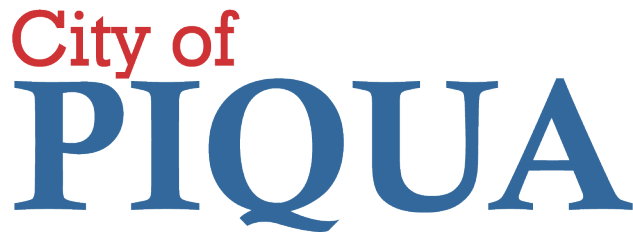
site plan & interior layout





**1**  
**A** **Biggby #1305 Layout - 16 seats**  
scale: 1/4" = 1'-0"





**Community Services Department**

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Chad Henry | City Planner  
201 West Water Street • Piqua, Ohio 45356  
(937) 778-2049

July 1, 2026

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**\*\*\* MEETING NOTICE \*\*\***

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Please be advised that the City of Piqua Planning Commission meeting is scheduled for **Tuesday, July 14, 2026, at 6:00pm**. The meeting will take place in the Commission Chambers (Second Floor) of the Municipal Government Complex, 201 W. Water Street, Piqua, Ohio.

Residents and interested parties may attend the meeting to present comments on agenda items. Alternatively, public comments can be submitted via email at [emcculla@piquaoh.gov](mailto:emcculla@piquaoh.gov) by noon on the day of the meeting.

The meeting notice and agenda, including the address of items under consideration, are available to the public through this notice or by scanning the QR code posted at the location listed in the agenda. The full agenda packet will be available for public review July 8, 2026, at <https://piquaoh.gov/1614/Agendas-Minutes>.

For any questions regarding this notice, please contact the Community Services Department.

A handwritten signature in blue ink that reads "Chad D. Henry".

Chad D. Henry  
City Planner

Enc.