

Development Department

Chad Henry – City Planner
201 West Water Street Piqua, Ohio 45356
chenry@piquaoh.gov
(937) 778-2049

December 2, 2024

*** MEETING NOTICE ***

Please be advised that the Planning Commission meeting will be conducted on **Wednesday, December 11, 2024 at 6:00 PM** at 201 W. Water St. in the Commission Chambers.

Residents and others with interest in the agenda topics may attend the meeting or submit public comment on an item until noon on the day of the meeting by emailing piquapermits@piquaoh.gov. Public comments submitted by the date/time noted will be presented to the Planning Commission at the public hearing proceedings.

The agenda may be accessed by visiting the City's website using this link <https://piquaoh.gov/1614/Agendas-Minutes>.

Please contact this office if you have any questions pertaining to this notice.

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

Chad Henry
City Planner

**PLANNING COMMISSION AGENDA
CITY OF PIQUA, OHIO
6:00 PM – WEDNESDAY, DECEMBER 11, 2024
MUNICIPAL GOVERNMENT COMPLEX
COMMISSION CHAMBERS – 201 W. WATER STREET**

CALL TO ORDER

Chair Comments – Opening Remarks

ROLL CALL – Clerk Calls the Roll

Meeting Minutes – November 18, 2024

OLD BUSINESS

NEW BUSINESS

1. RESOLUTION PC 28-24
A resolution to approve a special use authorization for 423 N. Wayne Street (#N44-001640).

OTHER BUSINESS/ADJOURNMENT

**PLANNING COMMISSION MINUTES
CITY OF PIQUA, OHIO
6:00 P.M. – MONDAY, NOVEMBER 18, 2024
COMMISSION CHAMBERS – 201 W. WATER STREET**

CALL TO ORDER

At 6:00 pm Chairman Bubp called the meeting to order and welcomed all in attendance. Mr. Bubp outlined the order of business and procedures that will be followed by the Planning Commission.

ROLL CALL

Members Present: Brad Bubp, Eddie Harvey, Terry Wright

Members Absent: Adam Seas, Micah Underwood

APPROVAL OF MINUTES

The minutes of October 8, 2024 were approved by a voice vote.

OLD BUSINESS

NEW BUSINESS

Resolution PC 25-24

Mr. Henry was present and gave the staff report which included a recommendation of approval. With carefully consideration of the relatively small apartment sizes. The applicant provide additional information on design.

Applicant Michael Routson 2980 Shawnee Trail was present to speak on the item.

Mr. Bubp asked if was willing to provide the additional information staff is recommending. Mr. Routson stated he didn't have a problem with that and would be happy to supply it.

Mr. Harvey made a motion to approve the resolution with the applicant providing additional information requested by the city. Mr. Wright seconded the motion. It was approved with a 3-0 vote.

Mr. Henry let the applicant know that he will be heard December 3rd at City Commission.

Resolution PC 26-24

Mr. Henry was present and gave the staff report which included a recommendation of approval. Mr. Henry explained that when the new zoning district took affect this lot of land was not zoned. After discovering this, it was brought to the city to be zoned.

Mr. Henry has asked for the area to be zoned as CX Corridor Mixed Use.

Mr. Harvey made a motion to approve the resolution. Mr. Wright seconded the motion. The resolution was approved with a 3-0 vote.

Resolution PC 27-24

Mr. Henry was present and gave the staff report which included a recommendation of approval.

The applicant Brian Stone applicant from Columbus, Ohio was here to speak on the item. He states that their goal is to create an area in Piqua to create high paying jobs. After looking at the entire state of Ohio they picked Piqua as the most likeable for developing an economic development.

Mr. Wright asked how many jobs he would bring. Mr. Stone states that a decision isn't known at this time. This step is to rezone the land. The applicant stated they sometimes bring

Keith Shower 57 concerns about what this will look like. He also is concerned about how it told to him. He states the letter he got in the mail this week and it was the first time they heard anything.

Mr. Hinkleman stated tonight is a zoning designation request and that it deals with land that is annexed into the city. An annexation is done by the landowners. They are requesting the land be taken into the city and when that happens the city must zone it when it becomes part of the city. Mr. Bubp reminded him that the end goal for this is a long way away.

Mr. Shower has concerns of property values and tax values.

If/When development would come to the la

1820 Eagles Lake Rd asked if any city employee has signed a non-disclosure agreement in regard to this annexation and agenda item. He feels the city knows more than they are letting on. The applicant states they are looking at options for the area but right now there is no specific plan in place.

4474 West Brown Road asked if property owners in the area would have to take city water and sewer. Mr. Hinkleman said there would be no obligation, but it could be an option if the property owners would want it.

Dottie 5748 She states there is IH land that isn't developed and she wants to know why people are coming in and taking agricultural land instead of land that is already zoned IH. The applicant states that he can't speak to other properties. But when they were looking into the Greater Dayton area and Piqua he states it jumps off the page for tech manufacturers that they specialize.

Mike Kiser 5615 Drake Rd He thinks this is a good move for Piqua but the land comes 50 feet from his back door. He states that people have bought several properties. He would like to know who he can talk to about possibly buying more land around him or selling more of his land. The applicant stated he was happy to talk to him a

Becky 5900 Drake Road states there are deer in her yard everyday. She says there is a lot of water that comes into her yard when it rains hard. She would like to know what happens when they start digging or building will the water affect her property worse. Mr. Bubp stated developers aren't allowed to do

something to worsen the property. She stated that she feels the city knows what is going there and feels the city isn't telling. She recommends not approving and she does not support.

5811 N Washington Rd. almost at the corner of Drake and Washington. She states the road is busy and she would like to know how much traffic is going to be there. Mr. Bubp stated they don't know what it is going to be yet so it's hard to determine what the traffic would be. She would like to know how much more traffic is going to be there. She states she bought her house in the country for a reason and doesn't want to feel like she's living in the city again. She states that she is against this asks that it not be approved.

Mr. Bubp states that he doesn't feel the zoning affects things without development plans. Becky came back and asked why we would rezone property if we didn't know what is going there. Mr. Bubp states if a developer can't get property zoned as they need, they would go elsewhere. Once the developer knows they have land that can be developed, then they can move forward with development. She states there are no workers in Piqua. Mr. Bubp states he hopes with the development of Piqua that people will want to move and work here. Mr. Wright seconded the motion. The resolution was passed with a 3-0 vote. Mr. Hinkleman stated that it will be recommended to the City Commission meeting on December 3.

Mr. Henry states that all the road studies happen that include water running.

Mr. Hinkleman also stated there will likely be changes to the code coming in the new year. He states with the code being new, when we use it we see there are items that might need adjusted.

OTHER BUSINESS

ADJOURNMENT

With no other questions, comments, or business before the Planning Commission, a motion was made by Mr. Harvey to adjourn the meeting. With all those present in support of the motion, the meeting was adjourned at approximately 6:44 P.M.

The meeting minutes provided herein were prepared by Emily McCulla, City of Piqua. Comments requesting corrections, additions, or deletions to the content of this record should be directed to Ms. McCulla at emcculla@piquaoh.gov

STAFF REPORT

Planning Commission

Date: December 11, 2024

Re: PC 28-24 – Group/Assisted Living Special Use – N44-001640

Applicant: Nichole Norvell

Owner: Nichole Norvell

Address: 423 N. Wayne Street

Parcel #: N44-001640

Zoning: D-GX – Downtown General Mixed Use

Request: Special Use approval for Group/Assisted Living in the D-GX district.

Staff Comments and Recommendations:

Overview

The applicant requests approval of a Special Use Permit to establish a group/assisted living facility at 423 N. Wayne Street. The facility aims to provide a supportive, safe, and compassionate living environment for veterans and adults in Piqua requiring long-term residential care.

The applicant's proposal outlines their mission to offer a structured, community-oriented setting designed to address residents' physical, mental, and social well-being. Services include mental health support, vocational assistance, life skills development, and tailored care plans delivered by trained professionals.

Group/assisted living is classified as a "Special Use" in the D-GX zoning district, as outlined in §3.3.2 of the Zoning Code. This use includes residential occupancy by more than six unrelated individuals, typically with shared living quarters and support services. Assisted living is explicitly defined as part of this category.

Analysis

Compliance with Zoning Standards:

Per §3.3.2, the proposed group living facility meets the definition of "Assisted Living," as it will provide shared living quarters and support services for residents.

1. Use Standards:

- **Design Quality and Integration:**

STAFF REPORT

- The applicant's narrative demonstrates a commitment to creating a respectful and dignified environment while integrating the facility into the community through partnerships and outreach efforts.
 - The operational scale, number of occupants, and level of assistance align with the expectations for group/assisted living facilities.
 - **Impact on Surroundings:** The applicant has committed to collaborating with local organizations and engaging with nearby residents to foster communication and a sense of community. No adverse impacts from noise, traffic, or unaccompanied individuals are anticipated.
2. **Community Need:**
The proposal directly addresses the unmet needs of veterans and adults requiring specialized care in Piqua. The facility's focus on providing stability and support aligns with broader city goals to promote inclusivity and social well-being.
3. **Location and Zoning Compliance:**
The proposed site at 423 N. Wayne Street meets all zoning and building code requirements for residential care facilities. The applicant has pledged to work with city officials to ensure full compliance.

Findings of Fact

Based on the information provided and the standards outlined in the Zoning Code, staff makes the following findings:

1. The proposed use aligns with the definition and standards for group/assisted living in §3.3.2 of the Zoning Code.
2. The facility's operations plan, mission, and design considerations are consistent with the intent of the D-GX district.
3. The applicant has demonstrated a commitment to community engagement and integration, with minimal anticipated impact on surrounding residents or businesses.
4. The project addresses a significant community need, offering essential services to veterans and adults requiring long-term care.

Staff Recommendation

Approval with Conditions

Staff recommends approval of the Special Use Permit for a group/assisted living facility at 423 N. Wayne Street with the following conditions:

1. The applicant must submit a detailed operations plan to ensure alignment with the proposed use and community expectations.

STAFF REPORT

2. The applicant should implement a community outreach plan to foster communication with nearby residents and address any concerns.
3. The facility must comply with all zoning, building, and safety requirements as determined by city officials.

HOW TO APPLY FOR A SPECIAL USE AUTHORIZATION

1. To have an item placed on the agenda, site plans and application materials may be submitted to piquapermits@piquaoh.gov no later than 5:00 P.M. four weeks prior to the scheduled meeting date. Please include following:
 - Completed application form with the name of person or persons requesting the Special Use, stating their legal interest in the property and names of all interested persons;
 - Site plan of the lot showing proposed use, drawn to accurate scale, showing all pertinent information pertaining to the Special Use Permit (including proposed date construction will be Completed);
 - \$150.00 Application Fee to be paid at time of submittal.
2. Piqua Planning Commission will conduct a public hearing; and take final action at its regularly scheduled meeting, the second Tuesday of each month.
3. All items must be received in the Planning & Zoning office no later than 5:00 P.M. four weeks prior to the scheduled meeting date.

SUBMITTAL REQUIREMENT CHECKLIST

☐ Application	☐ Site Plan	☐ Construction Drawings (If applicable)	☐ \$150 Fee (Cash or Check)
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APPLICANT INFORMATION	☒ Primary Contact	☐ Billing Contact
First Last Name: Nichole Norvell		
Contact Person First Last Name: Nichole Norvell		
Mailing Address: 7829 Wetzel Farm Rd, Clayton, OH 45315		
Phone Number: (937) 416-4186	Email: nichole.norvell.2022@gmail.com	
Type of legal interest held by applicant: owner		
OWNER INFORMATION		
First Last Name: Nichole Norvell		
Mailing Address: 7829 Wetzel Farm Rd, Clayton, OH 45315		
Phone Number: (937) 416-4186	Email: nicholenorvell2022@gmail.com	

LOCATION DETAILS	
Street Address: 423 N. Wayne St.	Parcel ID Number: N44-001640
Existing Zoning District: D-GX	Existing Use: Home Health Agency
Proposed Special Use: Group Home	

PROJECT INFORMATION - Attach additional page(s) if necessary.
Briefly describe the reason for the requested special use: See attached letter

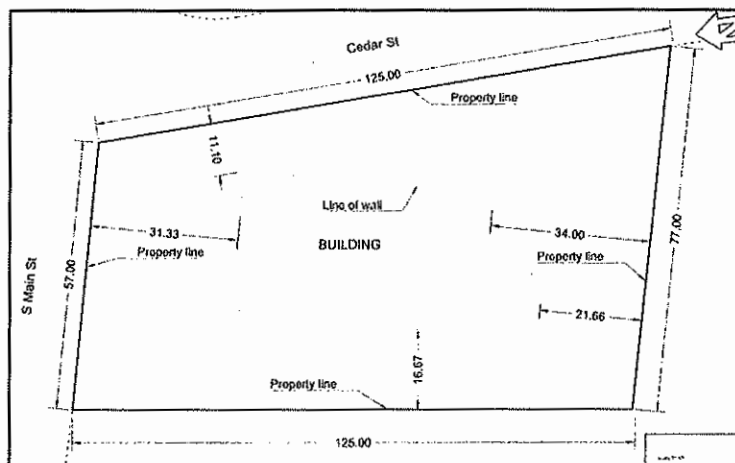
ACKNOWLEDGMENT AND AUTHORIZATION	
The undersigned acknowledges that the information provided herein is accurate to the fullest extent of their knowledge.	
Nichole Norvell	10/30/2024
Applicant Name	Date
Nichole Norvell	Owner / Nurse Practitioner
Applicant Signature	Title

SITE PLAN REQUIREMENTS

Many activities that require a permit require drawings to be submitted by professional architects, engineers, landscape architects, or surveyors, as necessary.

Some activities are minor in nature and will not require professional drawings. The Development Department will provide guidance on submittal requirements. The following provides a minimum standard for site plan submittal for commercial construction applications that are determined by staff to be minor in nature.

- 8 ½" x 11" Site Plan drawn to identifiable engineer or architect scale
- North arrow
- All property lines
- Adjacent streets, alley and sidewalks
- Exact location of all existing buildings, including attached garages, detached garages, decks, sunrooms, pools and sheds.
- All parking areas and driveways. Indicate surface material.
- The proposed structure (including signs) and the distance the structure will be from all property lines and other structures. "Existing" and "Proposed" structures should be marked as such.



Nichole Norvell
Nurse Practitioner
7829 Wetzel Farm Road
Clayton, Ohio 45315
nicholenorvell2022@gmail.com
(937) 416-4186
October 30, 2024

Chad Henry
Piqua City Planner
201 W. Water Street
Piqua, Ohio 45356

Dear Mr. Henry,

I am writing to formally request approval to establish a group home for veterans and adults in Piqua. Our goal is to provide a supportive, safe, and compassionate living environment that addresses the unique needs of veterans and other adults in our community who require long-term residential care.

The proposed group home aims to offer a comfortable, respectful, and community-oriented setting that fosters well-being, stability, and social connection among its residents. This facility will be staffed by a team of trained professionals dedicated to providing comprehensive support services, including mental health support, physical care, and vocational assistance, in addition to life skills development.

Objectives of the Group Home

The mission of the group home is to:

- Provide a structured, supportive environment for veterans and adults facing various challenges.
- Offer a safe, secure, and nurturing residential setting that promotes dignity and independence.
- Address and support both physical and mental health needs with tailored care plans.
- Encourage active community engagement, participation, and reintegration through various in-house programs and local partnerships.

Proposed Location and Zoning Compliance

The proposed location for the group home is 423 N Wayne Street, which will meet all zoning and building code requirements for residential care facilities. We are committed to working closely with city planners, zoning officials, and other relevant agencies to ensure full compliance with municipal codes and to address any community concerns.

Community Impact and Engagement

We believe that the group home will positively impact Piqua by addressing the unmet needs of veterans and adults requiring specialized support and stability. We are dedicated to collaborating with local organizations, mental health providers, and veteran services to foster a well-integrated and enriching experience for all residents. Our commitment includes outreach to nearby residents to foster open communication and build a strong sense of community.

We respectfully request the city's support in advancing this initiative, which we believe will contribute significantly to the well-being of our community's veterans and adults. We are prepared to meet with city representatives at your convenience to discuss this proposal in more detail and address any questions or concerns.

Thank you for your consideration of our request. We look forward to the opportunity to bring this valuable service to Piqua and to work closely with the city in making this group home a place of healing, dignity, and hope.

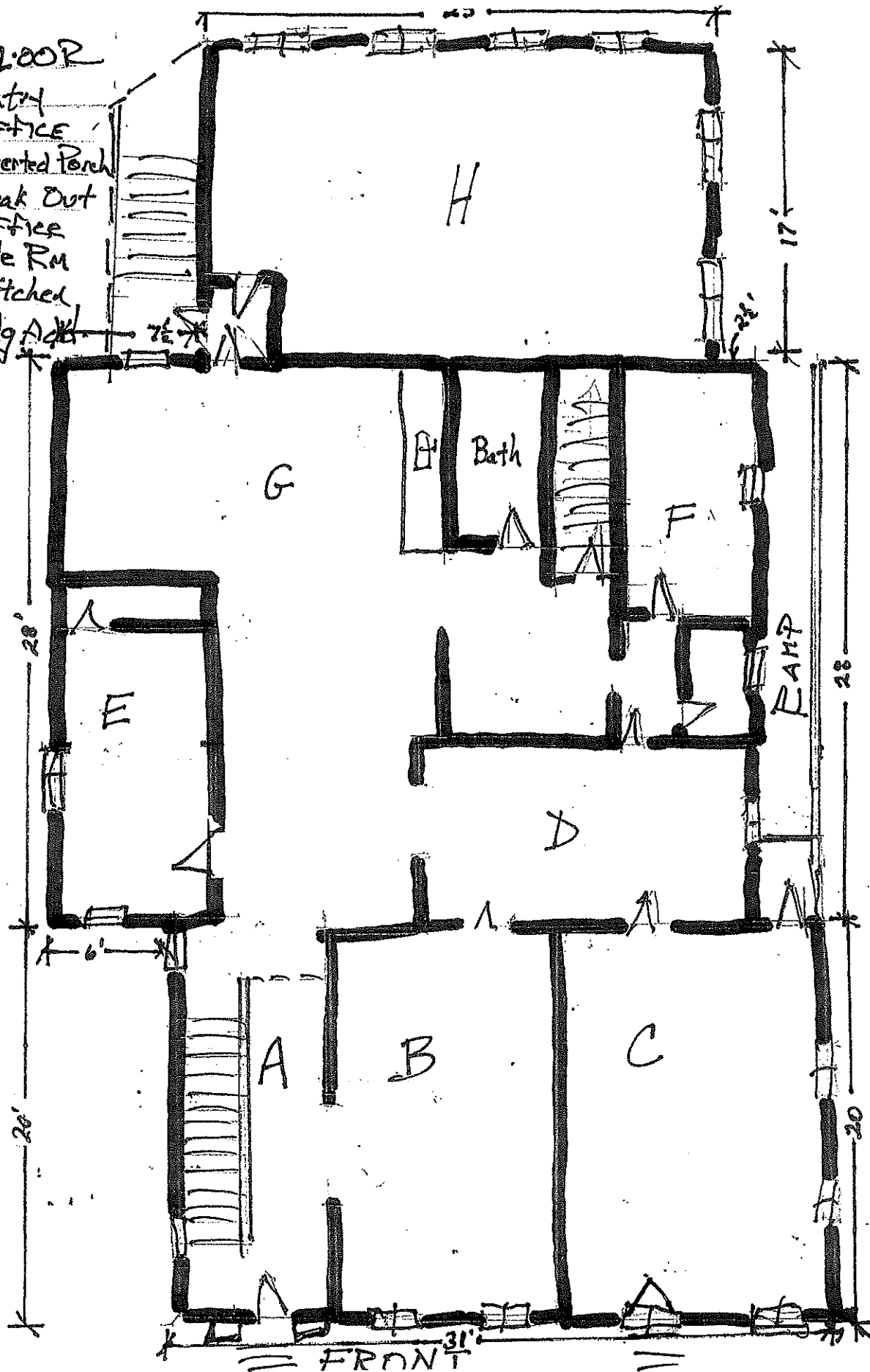
Sincerely,

A handwritten signature in black ink that reads "Nichole Norvell". The script is cursive and fluid, with the first name "Nichole" and last name "Norvell" clearly distinguishable.

Nichole Norvell
Owner/Nurse Practitioner

1st Floor

- A: Entry
- B: Office
- C: Converted Porch
- D: Break Out
- E: Office
- F: File Rm
- G: Kitchen
- H: Bldg Adm.



2nd FLOOR

2A: OFFICE (small)

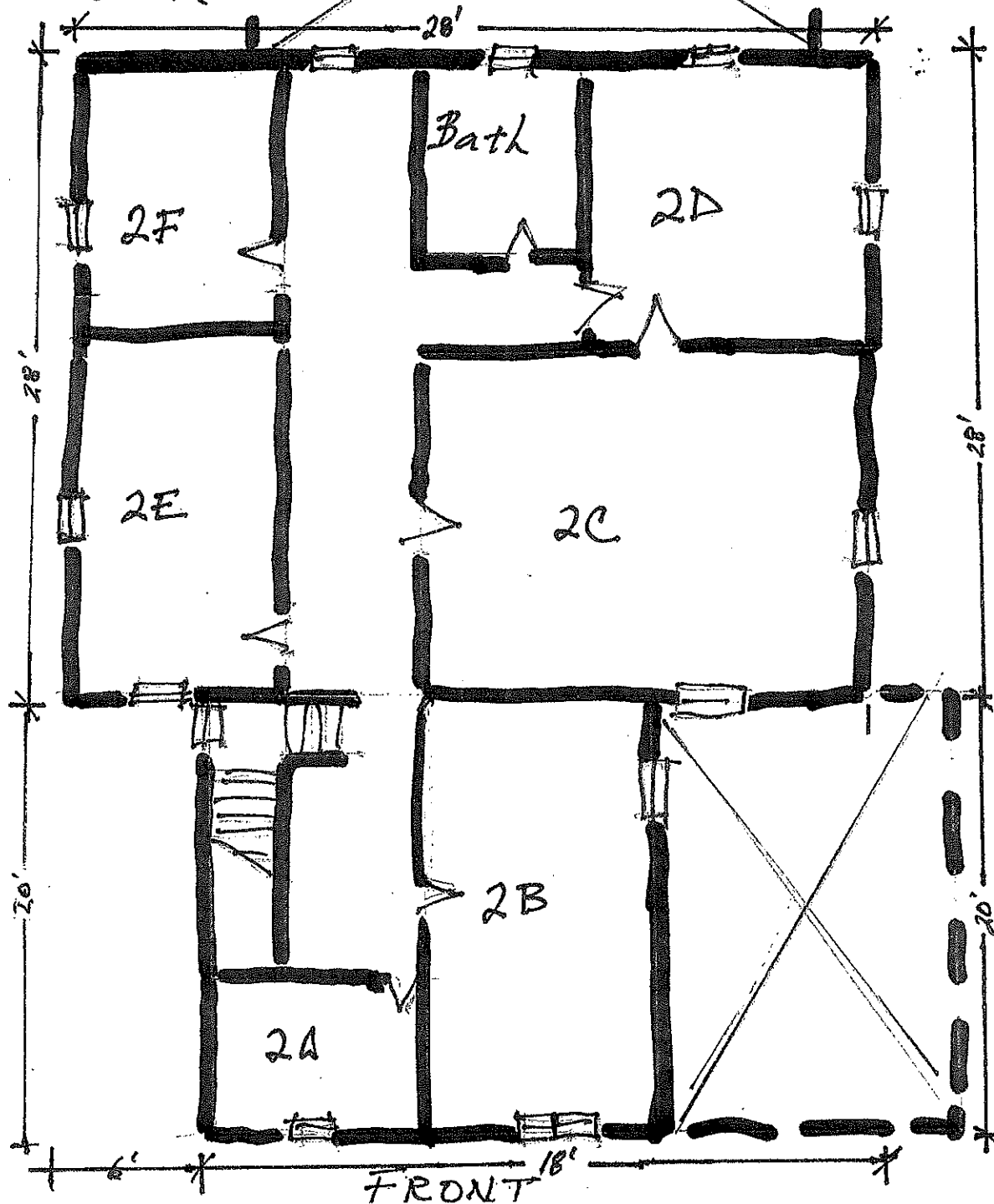
2B: Office

2C: CEO OFFICE

2D: CEO CONF RM

2E: OFFICE

2F: Sm. CONF RM



423 N. Wayne St.
Parcel N44-001640

35'

10'

7'

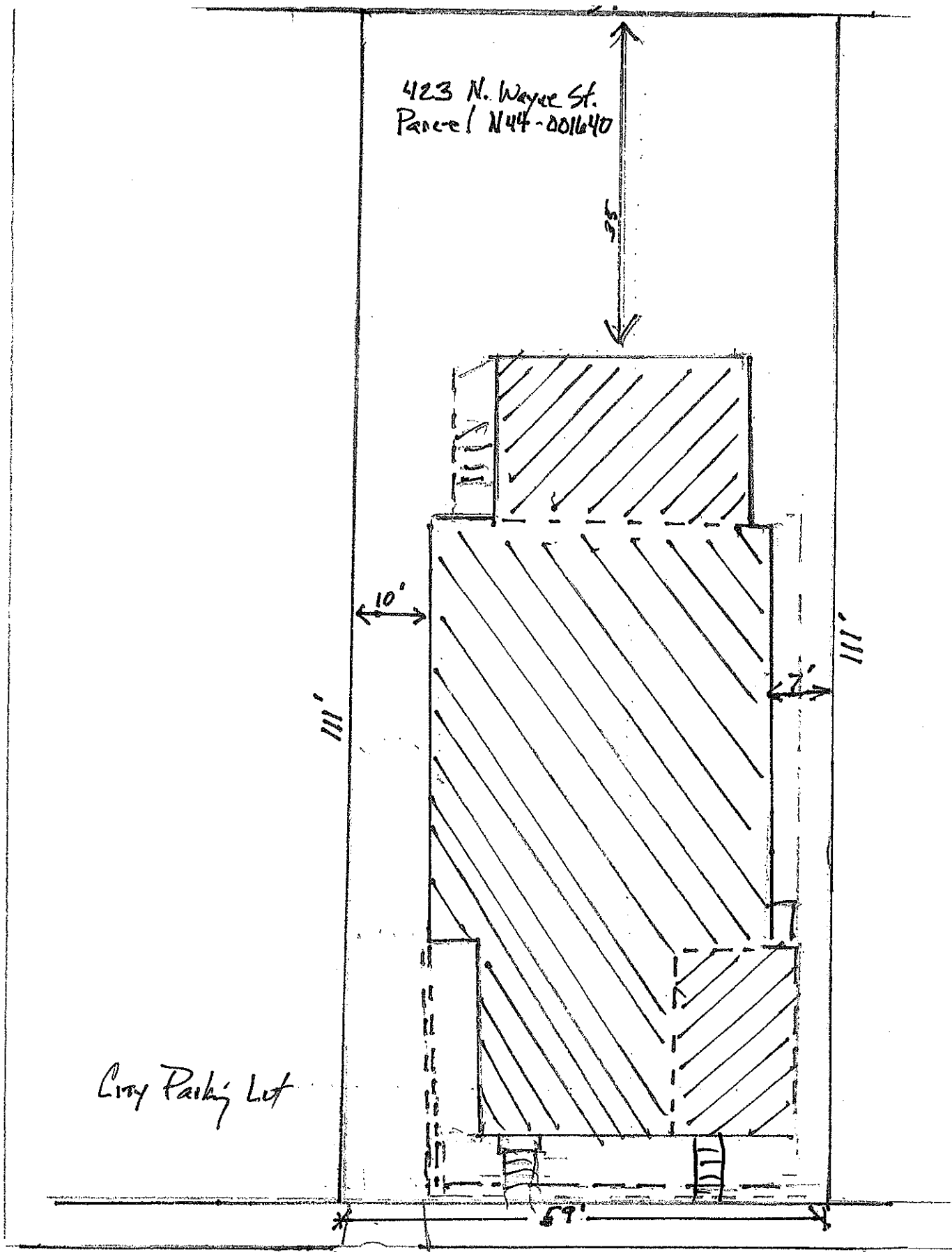
111'

111'

City Parking Lot

69'

N WAYNE ST



RESOLUTION No. PC 28-24

WHEREAS, Nichole Norvell has submitted an application for a Special Use Permit to establish a group/assisted living facility at 423 N. Wayne Street; and

WHEREAS, the proposed group living facility is classified as a "Special Use" in the D-GX District under §3.3.2 of the Zoning Code and is defined as a residential occupancy for more than six unrelated individuals receiving care and support services; and

WHEREAS, the Planning Commission has reviewed the application, including the applicant's narrative, operational plan, and community engagement strategy, and finds the proposed use to be consistent with the standards and intent of the D-GX District; and

WHEREAS, the Planning Commission has determined that the proposed use is compatible with the surrounding neighborhood, meets all zoning and building requirements, and addresses a critical community need for veterans and adults requiring long-term care; and

WHEREAS, the Planning Commission has considered the criteria for approval of Special Uses, including design quality, integration with surroundings, and the impact on nearby residents and businesses, and finds that the proposed use satisfies these criteria;

NOW THEREFORE BE IT RESOLVED, board member _____ hereby moves to recommend _____ of the request made, as described by this resolution, the testimony provided, and the documents attached hereto, the motion is seconded by board member _____ and the voting record on this motion is hereby recorded as follows.

	AYE	NAY	ABSTAIN	ABSENT
Mr. Bradley Bubp	☐	☐	☐	☐
Mr. Eddie Harvey	☐	☐	☐	☐
Mr. Terry Wright	☐	☐	☐	☐
Mr. Adam Seas	☐	☐	☐	☐
Mr. Micah Underwood	☐	☐	☐	☐

ATTEST: _____

_____ Chairperson

RESOLUTION No. PC 28-24

Clerk of Commission

Date:_____

PC 28-24	N44-001720	EJB INVESTMENTS LLC	P O BOX 402	PIQUA	OH	45356
PC 28-24	N44-002230	408 NORTH WAYNE LLC	P.O.BOX 333	MARION	OH	43301
PC 28-24	N44-003270	LANGE FRANK N	MAIN ST N	PIQUA	OH	45356
PC 28-24	N44-003265	THE PIQUA IMPROVEMENT CORPORATION	W GREENE ST	PIQUA	OH	45356
PC 28-24	N44-250042	CITY OF PIQUA	WAYNE R	PIQUA	OH	45356
PC 28-24	N44-250405	Y W C A	WAYNE ST	PIQUA	OH	45356
PC 28-24	N44-001550	JODA PROPERTIES LLC	110 112 ASH ST W	PIQUA	OH	45356
PC 28-24	N44-009840	R&T RENTALS LLC	1106 W MAIN ST	TROY	OH	45373
PC 28-24	N44-001700	PFS LEASING LLC	114-116 ASH ST W	PIQUA	OH	45356
PC 28-24	N44-001590	ESDY PROPERTIES INC	1215 WALKER ST	PIQUA	OH	45356
PC 28-24	N44-003255	THE PIQUA IMPROVEMENT CORPORATION	124 W GREENE ST	PIQUA	OH	45356
PC 28-24	N44-001720	EJB INVESTMENTS LLC	128 ASH ST W	PIQUA	OH	45356
PC 28-24	N44-001550	JODA PROPERTIES LLC	15707 KIRKWOOD RD	SIDNEY	OH	45365
PC 28-24	N44-251098	PIQUA BUILDING ASSOCIATION INC	204 W ASH ST	PIQUA	OH	45356
PC 28-24	N44-002290	JTL PROPERTIES OF MIAMI COUNTY LLC	205 GREENE ST W	PIQUA	OH	45356
PC 28-24	N44-002300	WILSON JOSEPH H & BRENDA F	211 W GREENE ST	PIQUA	OH	45356
PC 28-24	N44-002280	UNDERWOOD MICHAEL L & DIANNE	215 W GREENE ST	PIQUA	OH	45356
PC 28-24	N44-001620	FOUR B S REAL ESTATE	217 FLANDERS AVE	LIMA	OH	45801
PC 28-24	N44-001670	BENKERT JULIA M	2219 WILSHIRE DR	PIQUA	OH	45356
PC 28-24	N44-001580	ARP DOUGLAS G & TERESA C (TOD)	315 BIRD SONG DR	VANDALIA	OH	45377
PC 28-24	N44-001530	NEW WAYS LLC	400 N MAIN ST	PIQUA	OH	45356
PC 28-24	N44-002200	OPEN SPACE LEASING LLC	400 WAYNE ST N	PIQUA	OH	45356
PC 28-24	N44-002205	COUGHLIN RENTALS LLC	404 N WAYNE ST	PIQUA	OH	45356
PC 28-24	N44-001560	GOOD LUCK LEASING LLC	406 N MAIN ST	PIQUA	OH	45356
PC 28-24	N44-001540	GOOD LUCK LEASING LLC	408 N MAIN ST	PIQUA	OH	45356
PC 28-24	N44-002230	408 NORTH WAYNE LLC	408 WAYNE ST N	PIQUA	OH	45356
PC 28-24	N44-001640	VESTCO LTD	410 CORPORATE CENTER DR	VANDALIA	OH	45377
PC 28-24	N44-001570	GOOD LUCK LEASING LLC	410 N MAIN ST	PIQUA	OH	45356
PC 28-24	N44-250401	YWCA	410 WAYNE N	PIQUA	OH	45356
PC 28-24	N44-001580	ARP DOUGLAS G & TERESA C (TOD)	414 MAIN ST N	PIQUA	OH	45356
PC 28-24	N44-001690	RUFFNER MATTHEW FOREST	417 N WAYNE ST	PIQUA	OH	45356
PC 28-24	N44-001590	ESDY PROPERTIES INC	418 MAIN ST N	PIQUA	OH	45356
PC 28-24	N44-250405	Y W C A	418 N WAYNE	PIQUA	OH	45356

PC 28-24	N44-001670	BENKERT JULIA M	419 WAYNE ST N	PIQUA	OH	45356
PC 28-24	N44-001600	LATHAM SCOTT D & CHRISTINE L	420 N MAIN ST	PIQUA	OH	45356
PC 28-24	N44-001640	VESTCO LTD	423 WAYNE ST N	PIQUA	OH	45356
PC 28-24	N44-002270	DOTTILLIS SHELLEY	424 N WAYNE ST	PIQUA	OH	45356
PC 28-24	N44-001620	FOUR B S REAL ESTATE	430 N MAIN ST	PIQUA	OH	45356
PC 28-24	N44-001530	NEW WAYS LLC	4752 FISHBURG RD	HUBER HEIGHTS	OH	45424
PC 28-24	N44-003260	LANGE FRANK N	500 MAIN ST N	PIQUA	OH	45356
PC 28-24	N44-009840	R&T RENTALS LLC	500 WAYNE ST N	PIQUA	OH	45356
PC 28-24	N44-003270	LANGE FRANK N	509 N WAYNE ST	PIQUA	OH	45356
PC 28-24	N44-001700	PFS LEASING LLC	719 E ASH ST	PIQUA	OH	45356
PC 28-24	N44-002290	JTL PROPERTIES OF MIAMI COUNTY LLC	7966 W MIAMI SHELBY RD	COVINGTON	OH	45318
PC 28-24	N44-002200	OPEN SPACE LEASING LLC	8355 MCMAKEN RD	COVINGTON	OH	45318