

Monclova Township Board of Zoning Appeals

Summary for July 22, 2025

This meeting commenced with the Pledge of Allegiance to the Flag at 5:30 PM led by Vice Chair Stanton.

Roll Call:

Present: Board Member Stanton, Board Member Stewart, Board Member Ballmer, Board Member Limes

Staff Members Present: Eric Wagner, Zoning Administrator; Recording Secretary/Support Staff Kathleen Stewart Kuns

Record of Proceedings:

Stanton moved, Limes seconded, to approve June 9, 2025 minutes as submitted by the Recording Secretary.

Yes: Board Member Stanton, Board Member Stewart, Board Member Ballmer, Board Member Limes

Public Hearing:

Chair noted that the hearing is to consider a Conditional Use to Section 4.2C of the Zoning Resolution. The applicant, Monclova Road Baptist Church, is requesting:

- 1) Approval for the existing home to be used for church offices; and
- 2) Approval for two outbuildings on the property to be used for storage for church belongings. Subject property is known as 7759 Monclova Road; parcel #38-04261.

Vice Chair Doug Stanton asked Zoning Administrator Eric Wagner to review the request.

Wagner noted meeting package has interior pictures. Church is currently using the house as office space. He gave notice to Monclova Road Baptist Church that they must obtain a Conditional Use or cease operating offices out of the residence.

Attorney Jim Irmen, Marshall & Melhourn, Four Seagate, Toledo, agent for Monclova Road Baptist Church, came forward and stated the following:

Irmen complimented Zoning Administrator Wagner on his approach and working with the Church. Irmen stated his appreciation for a Special Meeting arrangement. Further, he noted that when the real estate transaction occurred in 2023 the intention was for a parsonage. As the use morphed into office use it did not occur to members or himself to seek zoning advice. Irmen apologized for the err. Irmen noted that several church members and pastors are present tonight in support of the use and to offer any testimony if needed.

Limes received confirmation that no rooms will be let and there will be no boarding or overnight guests on property. Irmen stated that no residential activity will occur. If that were to change, he would contact the township and county.

Limes received confirmation that there is pond, no pool. Limes noted that the Lucas County Auditor's real estate information is incorrect, as it notes a pool.

Stanton received confirmation that there are currently seven to eight parking spaces in front, more in back, though they are not visible from the streetscape.

Ballmer commented on the situation where a couple of offices can only be accessed by going through other offices. Ballmer asked if interior work was planned in future to alter this. Irmen stated that the staff finds no issues with that setup. If that were to change, engineer Kent Buehrer, who is a member of the church, would apply his expertise with plans and the process for changes.

Irmen informed the Board that very little has been done to the home. The structure suits their purposes well.

Vice Chair called for additional testimony in favor or opposition to this request. No one came forward.

1 As there were no other questions from the Board. Hearing none; Stanton called for Finding of Facts.

2 Ballmer stated the following regarding 4.2 A/R Agricultural/Residential:

3 Existing house is a permitted use.

4 Existing barn and shed previously approved under accessory uses.

5 Conditional Uses allowed include church or place of worship; and a typical church would require office

6 space for employees and storage for props, equipment, and supplies for church usage.

7 Conditional usage should meet standards of Section 8.2.

8 8.2 A-The existing house and barn fit into the A/R zoning and does not conflict with a general objectives

9 of the Contemporary Land Use Plan.

10 8.2 B-The existing building and barn are harmonious with the existing character of the general vicinity

11 and blends in with adjacent properties.

12 8.2 C-The proposed usage of the existing building and barn will not be hazardous or disturbing to the

13 existing or future neighbors.

14 8.2D-The proposed usage of the existing building and barn will be adequately served by the public

15 facilities and services.

16 8.2 E-The proposed usage of the existing building and barn will not involve uses, activities, processes,

17 materials, equipment, etc. that will be detrimental to any persons, property, or the general welfare, by

18 reason of excessive production of traffic, noise, smoke, fumes, glare, vibration, or odors.

19 Section 8.5 Conditions of Approval:

20 8.5 A and B-Property as well landscaped and has adequate screening and should be maintained.

21 8.5 D-Typical hours and days for the operation by the church staff should be maintained.

22 Ballmer move to approve a Conditional Use to Section 4.2C for the existing house at 7759 Monclova

23 Road to be used for church offices and that the existing barn and shed on the property to be used for

24 storage of church equipment and belongings subject to:

25 Any future parking areas required for the building be hard surfaced and screened from the street;

26 and any lighting will not flood neighboring properties.

27 Seconded by Stanton.

28 Yes: Board Member Stanton, Board Member Stewart, Board Member Ballmer, Board Member Limes

29 Adjournment:

30 As there was no other business posted for this meeting, Stanton moved, Ballmer seconded, to adjourn.

31 Yes: Board Member Stanton, Board Member Stewart, Board Member Ballmer, Board Member Limes

32 Respectfully Submitted:

33 Kathleen Stewart Kuns, Recording Secretary

34 Accepted by:

35 _____

36 Michelle Hudson Ross Doug Stanton

37

38 _____

39 Keith Stewart Jeff Ballmer

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1 _____
2 Darrel Limes
3
4
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Roll calls taken in random order. Official minutes will display signatures. This meeting was electronically recorded. Audio is available at monclovatwp.org during that same calendar year. Also on file in the Office of the Fiscal Officer in accordance with the township’s Records Retention Schedule.