

MONCLOVA TOWNSHIP

INTER-OFFICE

MEMO

To: Board of Zoning Appeals
Cc: Kathleen Kuns
From: Eric Wagner
Date: 9/25/26
Re: Request for a variance at 4395 Albon Rd.

Matt Homik Fire Chief for Monclova Township acting as agent for the Monclova Township Board of Trustees is requesting a variance. The proposal that is being requested is to allow for a new addition for offices. The addition will require a variance of 18.65' feet from the required 100' feet setback from the centerline of the road. If granted a variance the office addition would be 81.35' feet from the centerline of Albon Rd. I have provided plans and a site plan showing the addition.

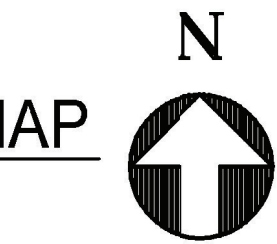


BOARD OF ZONING APPEALS
VARIANCE REQUEST

MONCLOVA TOWNSHIP
4395 ALBION ROAD
MONCLOVA, OH 43542

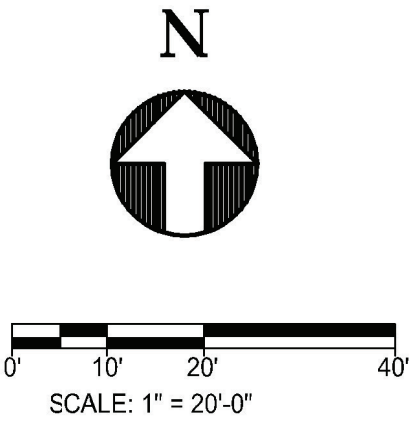


SITE LOCATION MAP
SCALE: N.T.S.
4395 ALBION ROAD
MONCLOVA, OH 43542



ZONING CLASSIFICATION
C-2 AND A/R

VARIANCE REQUEST
SECTION 52.H OF MONCLOVA TOWNSHIP ZONING CODE:
BUILDING SETBACK 100' FROM CENTERLINE
FRONT YARD SETBACK REQUIREMENT IN THE MONCLOVA
ROAD OVERLAY CENTRAL DISTRICT.
REQUEST A VARIANCE FOR LESS THAN 100' BUILDING
SETBACK.



UNDERGROUND UTILITIES

Contact Two Working Days
Before You Dig

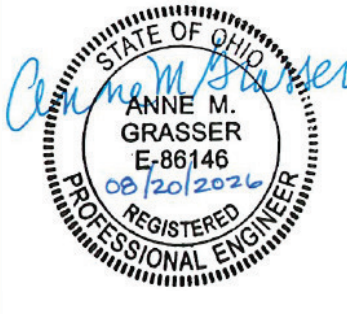


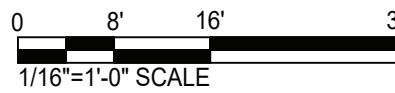
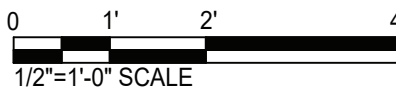
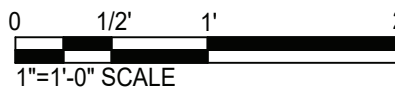
Before You Dig

OHIO811, 8-1-1, or 1-800-362-2764

(Non-members must be called directly)

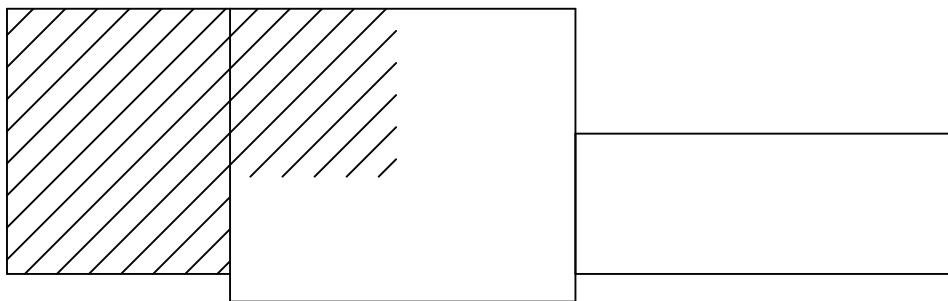
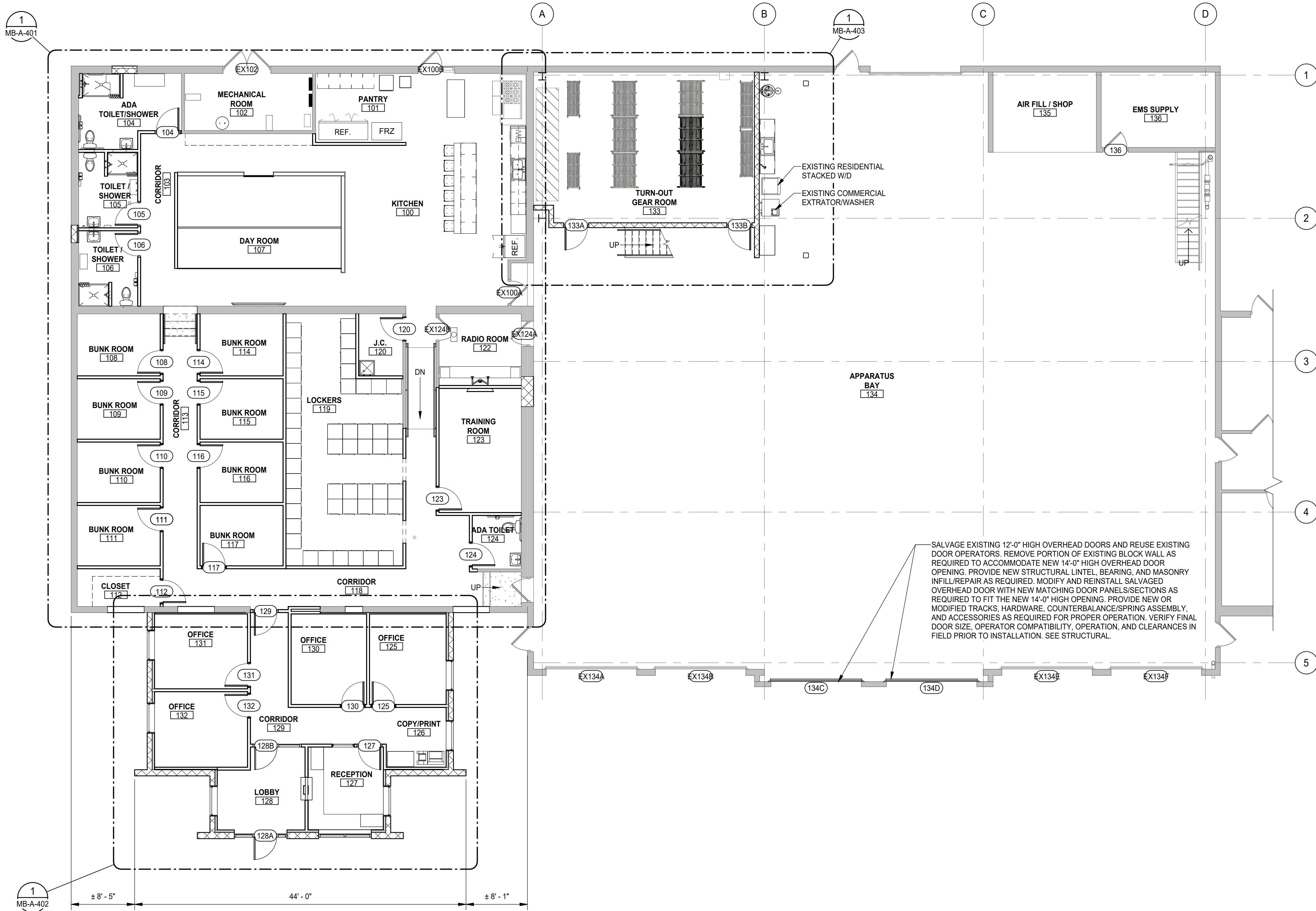
PRELIMINARY
NOT FOR CONSTRUCTION
08/19/2026

A	08/20/2026	ZONING APPEAL	JDI
REV	DATE	DESCRIPTION	APPROVAL
thejdi group		SEAL	
architects & engineers			
360 W. Dussel Dr. Maumee, OH 43537 [P] 419.725.7161 [F] 419.725.7160			
PROJECT TITLE MONCLOVA TOWNSHIP MONCLOVA TWP FD RENOVATION 4395 ALBION ROAD MONCLOVA, OHIO 43542			
DRAWING TITLE BOARD OF ZONING APPEALS VARIANCE REQUEST			
DESIGNED BY	TCG	03/23/2026	PROJECT NO.
CHECKED BY	AMW	08/17/2026	RSS25-049
DRAWN BY	TCG	03/23/2026	
PROJ. MGR.	SP	03/23/2026	DRAWING NO.
SCALE	AS NOTED		C-105
			REV
			A



GENERAL NOTES

1. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS PRIOR TO BEGINNING WORK.
2. DO NOT SCALE DRAWINGS. WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE.
3. CONTRACTOR SHALL PROTECT ALL EXISTING STRUCTURES, FINISHES, AND UTILITIES TO REMAIN FROM DAMAGE DURING CONSTRUCTION.
4. ALL DIMENSIONS ARE TO FINISHED FACE OF DRYWALL, MASONRY, OR STRUCTURAL GRID, UNLESS OTHERWISE NOTED.
5. ANY SUBSTITUTIONS OF MATERIALS OR PRODUCTS SHALL BE APPROVED BY THE ARCHITECT PRIOR TO INSTALLATION.
6. CONTRACTOR SHALL PROVIDE AS-BUILT DRAWINGS OF ALL CHANGES AND FIELD CONDITIONS UPON COMPLETION OF WORK.
7. COORDINATE WITH OWNER ON ACCESS, STAGING, AND HOURS OF OPERATION TO MINIMIZE DISRUPTION.
8. REFER TO MECHANICAL AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION AND COORDINATION REQUIREMENTS.
9. INSTALL ALL EQUIPMENT IN STRICT ACCORDANCE WITH THE MANUFACTURER'S WRITTEN INSTRUCTIONS AND RECOMMENDATIONS.
10. ROUGH FRAMING CONTRACTOR SHALL PROVIDE ALL REQUIRED BACKING FOR PLUMBING FIXTURES, TOILET ACCESSORIES, CASEWORK, WALL-MOUNTED SHELVING, EQUIPMENT AND CORNER GUARDS.
11. CONTRACTOR SHALL FURNISH AND MAINTAIN ALL NECESSARY SHORING, BRACING, AND UNDERPINNING TO ENSURE THE PROTECTION, SAFETY, AND STRUCTURAL INTEGRITY OF ALL NEW CONSTRUCTION.



KEY PLAN

A	08/20/2026	ZONING APPEAL	JD
REV	DATE	DESCRIPTION	APPROVAL

thejdi group
architects & engineers
360 W. Dussel Dr.
Maumee, OH 43537
[P] 419.725.7161 [F] 419.725.7160

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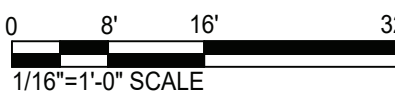
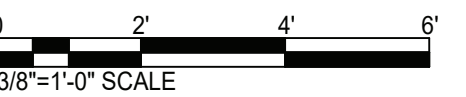
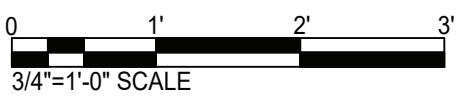
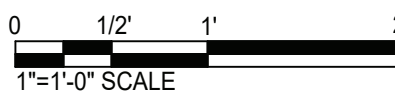
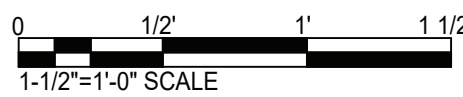
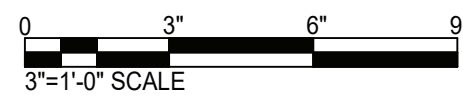
PROJECT TITLE
MONCLOVA TOWNSHIP
MONCLOVA TWP FD RENOVATION
4395 ALBON RD
MONCLOVA TOWNSHIP, OH 43542

DRAWING TITLE
OVERALL FLOOR PLAN

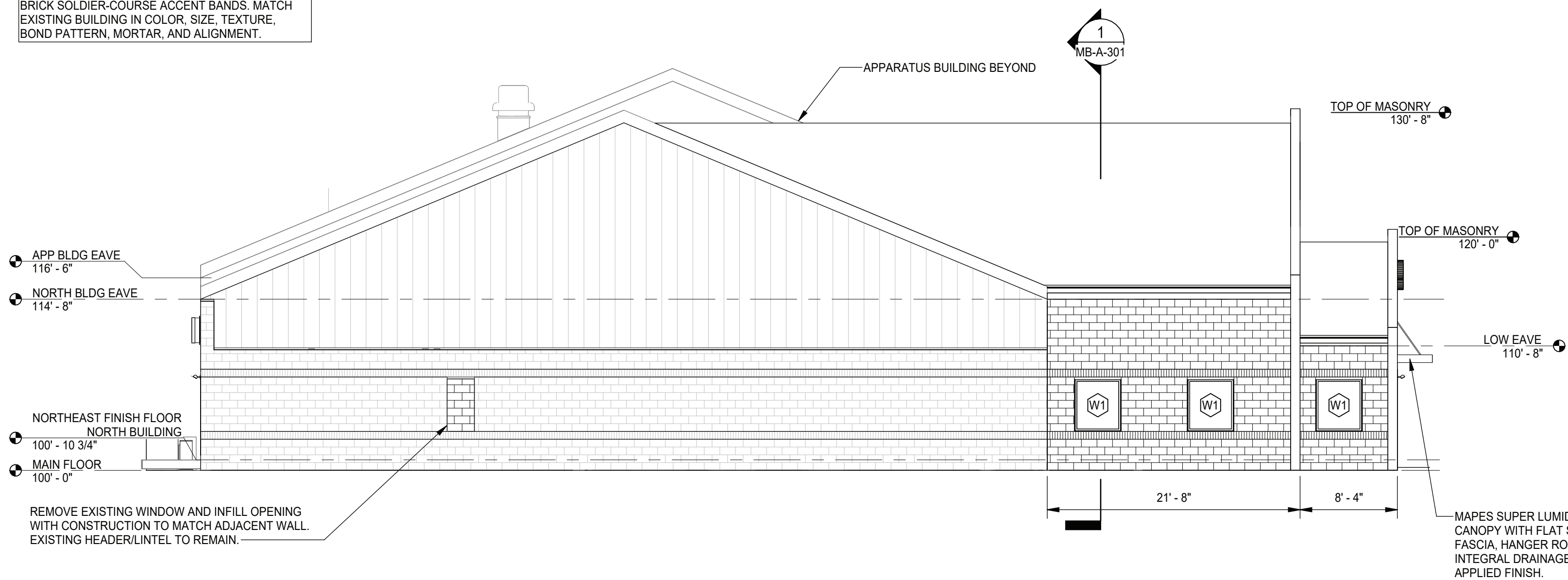
DESIGNED BY	BGH	03/06/2026	PROJECT NO.	RSS25-049	
CHECKED BY					
DRAWN BY	KED	03/06/2026	DRAWING NO.	MB-A-101	REV
PROJ. MGR.	SP	03/06/2026			A
SCALE	As indicated				

OVERALL FLOOR PLAN

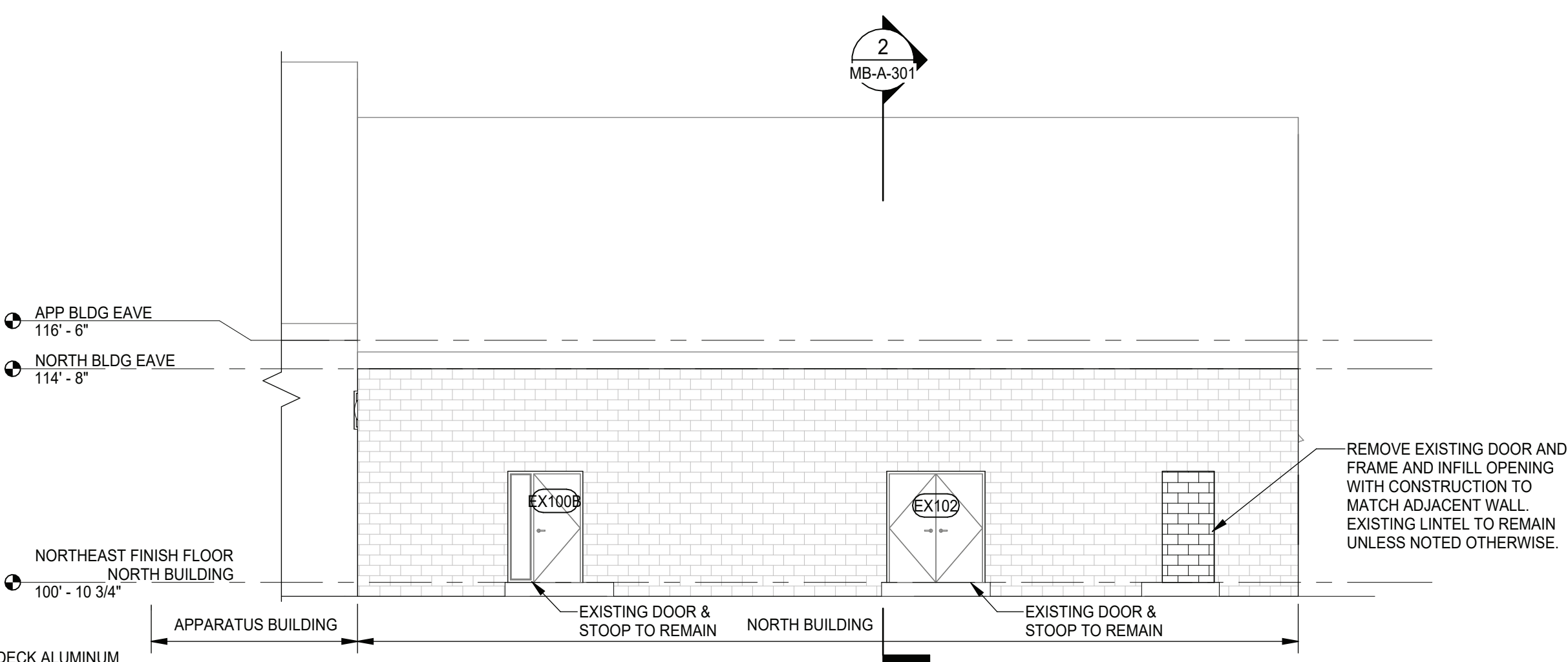
1/8" = 1'-0"



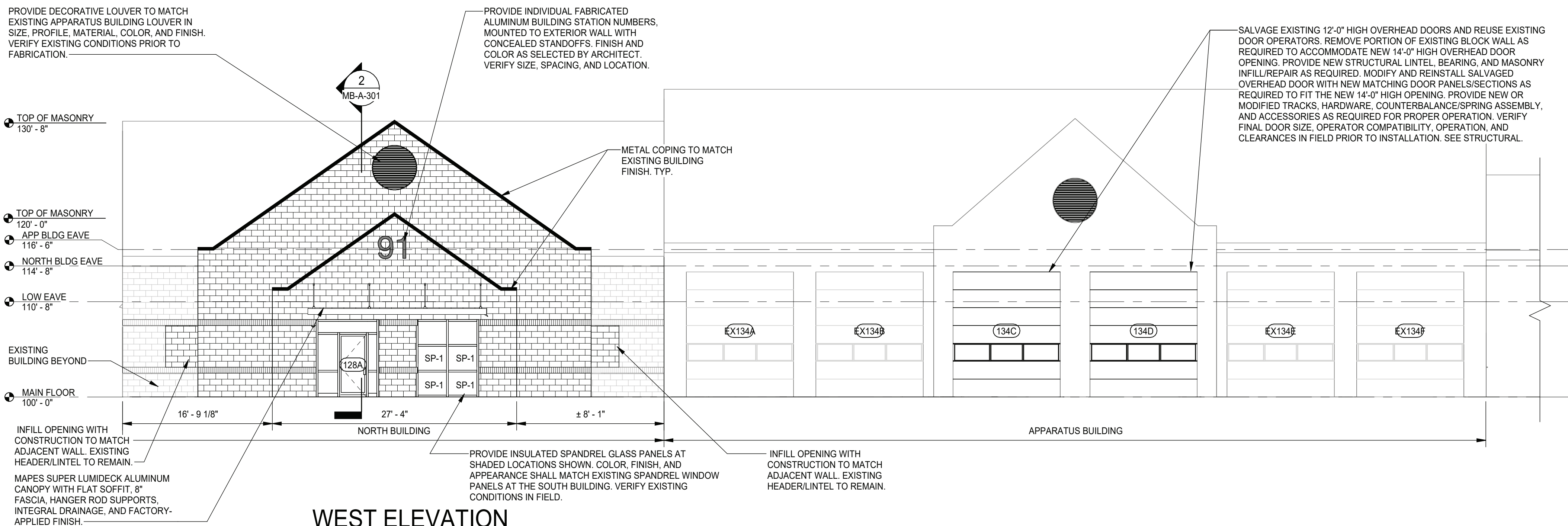
NOTE: PROVIDE 8" NOMINAL SPLIT-FACE CMU WITH BRICK SOLDIER-COURSE ACCENT BANDS. MATCH EXISTING BUILDING IN COLOR, SIZE, TEXTURE, BOND PATTERN, MORTAR, AND ALIGNMENT.



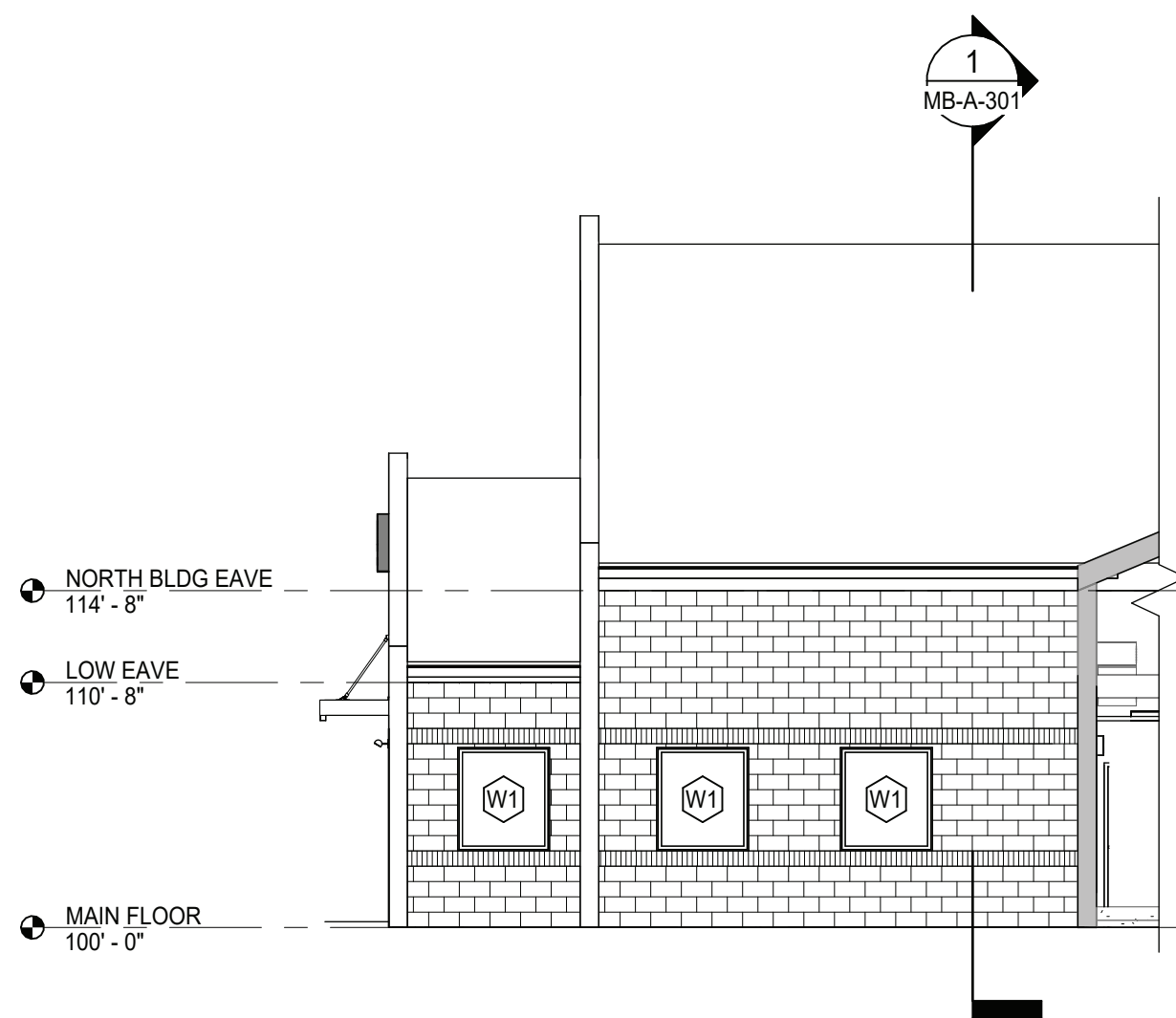
NORTH ELEVATION



EAST ELEVATION
1/8" = 1'-0"

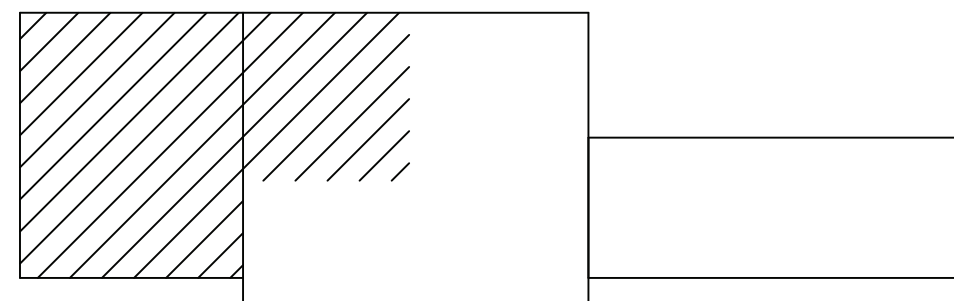


WEST ELEVATION



SOUTH ELEVATION

1/8" = 1'-0"



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REV	DATE	DESCRIPTION	APPROVAL

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PROJECT TITLE	MONCLOVA TOWNSHIP MONCLOVA TWP FD RENOVATION 4395 ALBON RD MONCLOVA TOWNSHIP, OH 43542
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DRAWING TITLE

EXTERIOR ELEVATIONS

DESIGNED BY	BGH	03/06/2026	PROJECT NO.	
CHECKED BY			RSS25-049	
DRAWN BY	KED	03/06/2026	DRAWING NO.	REV
PROJ MGR.	SP	03/06/2026	MB-A-201	A
SCALE	As indicated			