



ZONING COMMISSION  
AGENDA

April 21, 2026 5:00 PM

Mayor Marc Thompson  
Susan Assi, Chad Carter, Heather Phillips, Merideth Wagoner

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- I. Call to Order
- II. Minutes from March 24, 2026
- III. Administration of Oath
- IV. Requests/Action items

**ADDRESS:** 3439 Indian  
**APPLICANT:** Neil & Audrey Tischinae  
**ZONING DISTRICT:** A-2  
**REQUEST:** Fence Variance  
**NOTICES:** 26 (April 3, 2026)

**ADDRESS:** 2331 Underhill  
**APPLICANT:** Zachary & Tia Rost  
**ZONING DISTRICT:** A-12  
**REQUEST:** Fence Variance  
**NOTICES:** 13 (April 6, 2026)

**ADDRESS:** 2506 Evergreen  
**APPLICANT:** Cynthia Bishop  
**ZONING DISTRICT:** A-2  
**REQUEST:** Second Accessory Structure Variance  
**NOTICES:** 22 (April 3, 2026)

- V. Administrator update to past variance request
- VI. Next meeting date: May 19, 2026
- VII. Adjournment

### **NOTE TO VISITORS**

Anyone who provides testimony before the Zoning Commission will be required to take an oath which confirms that they will swear or affirm to tell the truth, the whole truth, and nothing but the truth.

The typical sequence of hearing each variance request is as follows:

- 1) Staff report
- 2) Presentation by applicant
- 3) Visitor comments/questions
- 4) Consideration by Zoning Commission

**OTTAWA HILLS ZONING COMMISSION  
MEETING MINUTES  
March 24, 2026 5:00 PM**

Call to Order – Mayor Thompson

5:00 PM

Village & Zoning Representatives in Attendance

Mayor Marc Thompson  
Zoning Member Merideth Wagoner  
Zoning Member Chad Carter  
Village Administrator April McDonald

Councilwoman Heather Phillips  
Solicitor Kati Tharp

Citizen Attendees

Nasrin Afjeh  
Willis Day  
John Enderlin  
Phil Kozak  
John Thomas

Mady Day  
Mariia Vozniwk  
Dan Wimmers - Councilman  
Audrey Tischinae

Minutes

A motion was made by Ms. Phillips to approve the minutes, from December 9, 2025, meeting, and Mr. Carter seconded the motion. The motion passed unanimously.

Administration of Oath – Mayor Thompson

Mayor Thompson administered the oath to the citizen attendees, Mrs. Tharp and Ms. McDonald.

4357 Brookside

Ms. McDonald stated Mr. & Mrs. Kozak are requesting variance consideration for their property at 4357 Brookside. The applicant would like to locate their future pool equipment in the side yard of the lot, near other mechanical equipment currently in place.

According to the Zoning Code, pool equipment is considered an accessory structure. Accessory structures are required to be located in the rear yard of a lot. The resident would like to place the pool equipment in the side yard, as shown in the attachment.

Accessory Structures shall be located only in a rear yard....  
[Ordinance 2002-08; §8.7(b)(3)]

To date, the Village has not received feedback related to this request.

Mr. Kozak shared that he has spoken with the neighboring residents, and they indicated they were comfortable with the proposed equipment location. He explained that the equipment would consist of a pool filter and heater.

Mr. Carter asked whether any screening would be installed. Mr. Kozak responded that bushes would be planted around the equipment to provide screening. Mayor Thompson noted that, to his

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recollection, there is already equipment in that area, such as an air conditioning unit, which Mr. Kozak confirmed.

Mayor Thompson further stated that the neighboring house is not located particularly close to the equipment. Mr. Carter estimated the distance to be approximately 15–20 feet, and Mayor Thompson clarified that this would likely be to the property line. Mr. Kozak added that the equipment would be placed approximately 15 feet from the fence line.

A motion was made to approve the variance request for 4357 Brookside to allow pool equipment to be placed in the side yard adjacent to the existing mechanical equipment, with the addition of the screening that was discussed.

Motion – Ms. Phillips  
Second – Mrs. Wagoner

Yeas (4) – Mayor Thompson  
Ms. Phillips  
Mrs. Wagoner  
Mr. Carter

Nays (0) –

3720 Brookside

Ms. McDonald stated Mr. Day is requesting a variance for his home at 3720 Brookside Road. First, the applicant is seeking permission to retain a temporary green fence exceeding 48 inches in height that is already installed. Secondly, he is requesting approval to permanently install a wooden privacy decorative fence. The fence would be the same kind and quality to match the neighbors’ existing type fence.

As it relates to fences, the Zoning Code states:

[Fences shall] not exceed 48” in height above established grade...  
[Ordinance 2002-08; 8.7(b)(2)]

[Fences shall] be at least 50% OPEN for the free passage of light and air.  
[Ordinance 2002-08; 8.7(b)(5)]

To date, the Village has received one letter in opposition to the temporary screening.

Mayor Thompson explained that if a variance request is denied, Village code prohibits submitting another request for the same variance for one year. He noted that applicants sometimes withdraw requests when they sense the discussion is not favorable, allowing them to revise and resubmit later.

Mr. Day stated his concern relates specifically to Exhibits A and B. He explained that his new neighbors recently installed several cherry laurel bushes, which he believes are among the top

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toxic plants for dogs. Having recently lost two dogs, he is particularly sensitive to this issue. He said he approached his neighbors, provided information on the plant toxicity, and even offered to pay to have the bushes removed and replaced. After not hearing back for over a month, he installed a temporary green fence to prevent leaves and berries from entering his yard, as his golden retriever puppy tends to eat everything.

Mr. Day explained that he cannot install a permanent fence until the ground thaws and stated that the current temporary fencing uses posts from a previously approved fence that once ran from his garage to the front of the property. He emphasized that his only goal is to protect his dogs and that he would remove the fencing if the bushes were removed or replaced with pet-safe plantings. Ms. Phillips noted that historically, the Village has not approved privacy fences except in cases of hardship, such as properties along busy roads. She said that if the plants are indeed toxic, that could constitute a hardship. She also suggested that a more tightly meshed fence at the permitted 48-inch height might be sufficient to prevent leaves and berries from entering the yard while maintaining visibility.

Mayor Thompson stated that the fence code was originally written to preserve an open, park-like character and discourage residents from enclosing themselves with tall barriers. He acknowledged Mr. Day's concerns but expressed difficulty linking a neighbor's landscaping decision to justification for a six-foot privacy fence. He also raised concern about setting a precedent that could make it difficult to deny similar requests in the future.

Mr. Carter agreed, stating he would be hesitant to approve a six-foot, zero-visibility fence anywhere in the Village, particularly between two interior properties. He suggested that finer mesh attached to the existing fence could mitigate the issue of blowing leaves.

Commission members discussed that the cherry laurels were planted only in October and may grow significantly taller and wider in future seasons, potentially reducing the effectiveness of any fence solution.

When asked if he would be willing to speak with his neighbors again, Mr. Day requested that the request be tabled so he could attempt to reach a mutual solution.

Ms. McDonald asked whether the temporary fencing would be allowed to remain in place. Mayor Thompson stated he was comfortable allowing the temporary screening to remain while a permanent solution is pursued, provided it is understood to be temporary. Mr. Carter agreed, suggesting that a timeline be given, which would be until the next Zoning meeting.

A motion was made to table the two-variance requests at 3720 Brookside.

Motion – Mr. Carter  
Second – Ms. Phillips  
Yeas (4) – Mayor Thompson  
                  Ms. Phillips  
                  Mr. Carter

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Mrs. Wagoner

Nays (0) –

3439 Indian

Ms. McDonald stated Mr. & Mrs. Tischinae are requesting variance consideration for their property at 3439 Indian Road. The applicant is requesting approval to install a 6’ wooden privacy fence, along the rear and side yard, measuring approximately 131 feet. Initially, the property owner installed a temporary screening, which has since been removed.

As it relates to fences, the Zoning Code states:

[Fences shall] not exceed 48” in height above established grade...  
[Ordinance 2002-08; 8.7(b)(2)]

[Fences shall] be at least 50% OPEN for the free passage of light and air.  
[Ordinance 2002-08; 8.7(b)(5)]

To date, the Village has received one response in support of a fence, if it falls within village regulations.

Mrs. Tischinae requested a variance to install a tall, privacy fence in her backyard. She noted that the existing fence is approximately 40 years old, mismatched, partially falling, and that the yard contains various obstacles, including pool equipment, a stump near an electrical box, and multiple fence types. She also mentioned that an invisible fence currently runs along part of the property line but is not sufficient to contain her large dog.

Mayor Thompson and other commissioners noted that Village code allows a four-foot, 50% open fence and explained that approval of a taller, solid fence could set a precedent, as variances for similar requests between single-family homes have generally not been granted. Commissioners discussed alternative options, including the use of landscaping, mesh fencing, or split rail fencing to contain animals. Mrs. Tischinae expressed concern about mesh fencing being damaged by her dog and reiterated her preference for a taller fence for both privacy and safety. Mr. Enderlin, a neighbor, indicated he did not object to the variance and noted potential aesthetic benefits for both properties, although he suggested a height of approximately five and a half feet rather than six.

Commissioners reviewed past variance approvals in the village, noting that exceptions have typically been granted only where the property abuts different land uses, such as a school or railroad. Mayor Thompson emphasized that approval between two single-family homes is uncommon, and Mr. Thomas raised concerns about setting a precedent that could result in additional variance requests from neighboring properties. Discussion also included the partial fencing of the pool area and code requirements for full pool enclosure.

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After discussion, Mrs. Tischinae elected to withdraw her variance request for height and privacy, acknowledging that she could install a fence that complies with Village code without further commission approval. Mayor Thompson and Mrs. Tharp confirmed that withdrawal of the request would leave her options open for future applications.

4503 Brittany

Ms. McDonald stated Mr. and Mrs. Vozniuk are requesting a variance for their home at 4503 Brittany Road. The applicants are requesting approval to install a 6-foot wooden privacy fence, approximately 120 ft in length, at the back of their property. She referred to the attached documentation for their stated reasoning.

As it relates to fences, the Zoning Code states:

[Fences shall] not exceed 48” in height above established grade...  
[Ordinance 2002-08; 8.7(b)(2)]

[Fences shall] be at least 50% OPEN for the free passage of light and air.  
[Ordinance 2002-08; 8.7(b)(5)]

To date, the Village has received one email in support related to this request.

Mrs. Vozniuk stated she was requesting the fence for safety reasons for her family. She explained that her youngest son has special needs and that her backyard borders Bancroft Street, which is a very busy roadway. She noted that her request was being made specifically due to these safety concerns and the proximity of the road.

Mayor Thompson asked for clarification on the proposal, specifically whether the fence would be installed only along the rear property line and not along the sides. Mrs. Vozniuk confirmed that the fence was proposed only along the portion of the yard adjacent to Bancroft Street.

Mayor Thompson asked whether the proposed fence would be a dog-ear style. Mrs. Vozniuk confirmed that it would be a wooden fence and stated she would like to paint it.

Mayor Thompson noted that the email the commission had received in support of the request were from neighbors across the street.

Ms. Phillips commented that the rear of the property consists of a wooded area with a slight dip in elevation. She stated that because of the topography and existing vegetation, the fence would not be highly visible from Bancroft Street. She also mentioned that there is a bike trail in the area where people tend to congregate. Mrs. Vozniuk added that individuals frequently walk through the bushes behind her property.

Ms. Phillips stated that the request appeared consistent with the differing land use along that edge of the property. Mayor Thompson agreed that the property is somewhat unique because it

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does not back up to other residential homes but instead abuts Bancroft Street. He stated it would be important to make those distinctions clear in the record.

Mayor Thompson noted that there is currently a fence in place and asked whether Mrs. Vozniuk believed it was located on the property line. He then asked whether the proposed fence would replace the existing fence. Mrs. Vozniuk stated she was unsure and asked whether there was flexibility in the fence placement. Mayor Thompson explained that fences are permitted to be installed directly on the property line. He stated that he presumed the neighbor's fence was already located on their property line. Mrs. Vozniuk stated she would like to keep her fence aligned with the existing fence line used by her neighbors.

Ms. McDonald explained that the lot lines in that area are somewhat irregular. Mayor Thompson added that the neighbor to the west has their fence set back farther than where the current fence is located. Mr. Carter suggested that the new fence be installed directly on the property line. Mrs. Vozniuk asked who could assist in determining the exact property line for future reference. Mayor Thompson explained that she could hire a professional surveyor. He emphasized that while a fence may be placed on the property line, it cannot be installed on another person's property. Mrs. Vozniuk stated that her husband would be installing the fence himself.

Mayor Thompson reminded her that zoning regulations require the finished side of the fence to face outward toward neighboring properties and public areas.

A motion was made to approve the variance request at 4503 Brittany to allow the installation of a six-foot wooden privacy fence extending along the rear property line parallel to Bancroft Street. The motion included the conditions that existing natural screening be maintained so the fence remains screened from the roadway, and that the finished side of the fence face outward.

Motion – Ms. Phillips  
Second – Mr. Carter  
Yeas (4) – Mayor Thompson  
                  Ms. Phillips  
                  Mr. Carter  
                  Mrs. Wagoner  
Nays (0) –

Discussion

Mayor Thompson stated that the commission would be discussing short-term rentals as part of the broader effort to make multiple updates to the current zoning code. Mrs. Tharp explained that within the draft zoning code she had provided two regulatory options for addressing transient or short-term dwellings. These options were intended to address several issues, including the creation of a registration system, penalties for operating without being registered, the duration of the registration period, and operational requirements for short-term rental properties. She noted that the draft language included a requirement that a local contact person be available to respond

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to issues at the residence within a specified amount of time. Mrs. Tharp reminded the commission that a zoning code work session had already been scheduled and asked whether short-term rentals would be discussed at the next meeting. Mayor Thompson responded that the next meeting would provide the next opportunity to do so and asked Mrs. Tharp to recap the highlights of the regulations the commission had previously reviewed from other communities.

Mayor Thompson stated that from his perspective the village was not attempting to encourage short-term rentals but rather to ensure that if they were permitted, they would be tightly controlled. Mrs. Tharp outlined several of the controls that had been discussed, including requiring annual registration, issuing automatic violations if a property was listed on a hosting site without a valid registration, requiring a local contact person to address complaints, mandating compliance with all nuisance laws, and requiring inspections prior to issuing a license, including inspections of electrical systems and smoke detectors. She noted that one of the sample ordinances the commission had reviewed was approximately fifteen pages in length.

Mrs. Wagoner asked whether the draft provisions included a minimum stay requirement of three nights. Mrs. Tharp responded that a minimum stay requirement had been discussed. Ms. Phillips stated that she believed the draft language they had reviewed required a thirty-day minimum stay. Mrs. Wagoner commented that the City of Toledo has a three-day minimum stay requirement and that this often prevents overnight parties. She added that a short-term rental had recently been established across the street from her residence and that nearby neighbors were currently upset about it. Mrs. Tharp stated that she believed the village's draft language required a thirty-day minimum stay and also included a limit on the total number of short-term rentals permitted within the village.

Mayor Thompson noted that the commission had reviewed two different versions of draft regulations and requested that both versions be distributed to members so they could review them in advance of the next meeting. He stated that the matter would be placed on the agenda for that meeting. Mrs. Tharp stated that she had retained notes from the zoning code work sessions and could compile the commission's prior discussions into a summary document. Mayor Thompson explained that the zoning commission would take action to make a recommendation to Village Council, and that because the zoning code is adopted by ordinance, council would ultimately need to amend the ordinance to implement any changes.

Ms. McDonald asked how the proposed regulations would apply if a short-term rental was already operating prior to the adoption of the new code. Mayor Thompson stated that such uses would not be grandfathered in, and Mrs. Tharp clarified that any existing short-term rental would be required to obtain a license and comply with the new regulations once adopted. Mr. Carter asked whether the provisions would be adopted as an amendment to the existing code and then incorporated into the next full zoning code release, and Mrs. Tharp confirmed that this was the intended approach, noting that the language could be added as an exhibit to the current code and might be nearly as lengthy as the code itself.

Mayor Thompson stated that although council has the authority to waive the three-reading requirement for ordinances, he did not believe that would be appropriate in this case, as

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maintaining the three readings would provide residents with sufficient opportunity to review and comment on the proposed regulations.

Next Meeting Date

April 21, 2026 1:00 pm – Zoning Code Discussion

April 21, 2026 5:00 pm – Variance Requests

Adjournment

6:35pm

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Mayor Marc Thompson



2125 Richards Road  
Ottawa Hills, Ohio 43606

Phone: 419.536.1111

Fax: 419.535.3550

[ottawahills.org](http://ottawahills.org)

TO: Zoning Commission  
FROM: April McDonald  
DATE: April 17, 2026  
RE: April 21, 2026 Meeting

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ADDRESS: **3439 Indian Rd.**  
APPLICANT: Neil & Audrey Tischinae  
ZONING DISTRICT: A-2  
REQUEST(S): Fence Variance Request  
NOTICES SENT: 26 (April 3, 2026)

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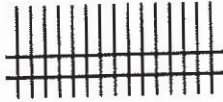
The Zoning Commission of the Village of Ottawa Hills has received a request for a zoning variance for the property located at 3439 Indian Road. The applicant is seeking approval to install a black metal fence measuring five to six feet in height, with 50 percent openness. The proposed fence would extend approximately 131 feet and be located along the west side and rear yard of the property.

At a previous Zoning Commission meeting, the applicant withdrew a request to install a six-foot privacy fence.

As it relates to fences, the Zoning Code states:

[Fences shall] not exceed 48” in height above established grade... [Ordinance 2002-08; 8.7(b)(2)]

To date, the Village has received feedback from two neighbors in support of this request.



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Manufacturer Color/Finish: Black

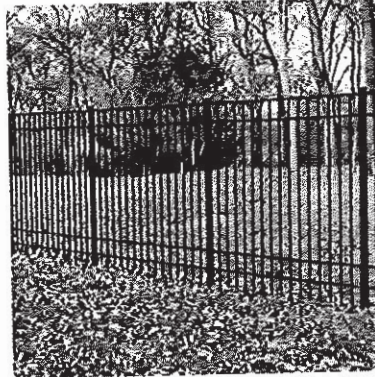
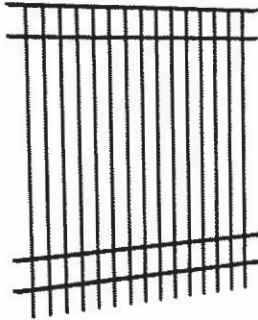


Common Height Measurement: 6-ft

3-ft  4-1/2-ft  4-ft  5-ft  6-ft

Calculate How Much You Will Need

Get It Installed  
You'll buy materials after the consultation.



[View All Images](#)

\* if not this brand / model #  
a similar one to it.



Replacing  
weathered/  
broken/  
missing  
fences

Lines  
Shown  
in  
Sharpie

- same lengths/area as previous
- Variance request  $\approx 131'$  total
- border between 3447 and 3439 as well as rear length
- requesting exception for over 48" for confinement/safety of larger than expected dog
- Same concern as discussed at mtg on 3/24/26

**holdrena@ottawahills.org**

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**From:** April McDonald <mcdonalda@ottawahills.org>  
**Sent:** Monday, April 13, 2026 6:43 AM  
**To:** Alicia Holdren  
**Subject:** Fwd: Fence at 3439 Indian Rd

Sent from my iPhone

Begin forwarded message:

**From:** Sara Andrews <saraelizabethandrews@gmail.com>  
**Date:** April 10, 2026 at 10:32:31 AM EDT  
**To:** mcdonalda@ottawahills.org  
**Subject: Fence at 3439 Indian Rd**

Good morning,

As the backyard neighbor to 3439 Indian Road, I fully support any type of fencing they wish to install.

Sara Andrews



April McDonald <mcdonalda@ottawahills.org>

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## fence variance

1 message

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**Carol Loos** <cvloos@sbcglobal.net>

Thu, Apr 9, 2026 at 1:29 PM

Reply-To: Carol Loos <cvloos@sbcglobal.net>

To: "mcdonalda@ottawahills.org" <mcdonalda@ottawahills.org>

Administrator April McDonald,

I have no problem with this type of fence and height. It is far nicer than any stockade fence or disabled car that sits in a driveway for years.

Thank you  
Carol Loos  
3422 Chestnut Hill Road



2125 Richards Road  
Ottawa Hills, Ohio 43606

Phone: 419.536.1111

Fax: 419.535.3550

[ottawahills.org](http://ottawahills.org)

TO: Zoning Commission  
FROM: April McDonald  
DATE: April 17, 2026  
RE: April 21, 2026 Meeting

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ADDRESS: **2331 Underhill**  
APPLICANT: Zachary & Tia Rost  
ZONING DISTRICT: A-12  
REQUEST(S): Fence Variance Request  
NOTICES SENT: 13 (April 6, 2026)

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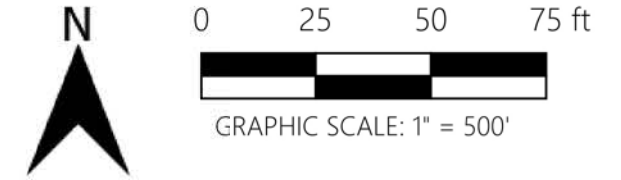
Mr. & Mrs. Rost are requesting variance consideration for their property at 2331 Underhill Rd. The variance, if approved, would allow for the installation of a fence closer to the street than the setback of the home. The fence openness and height are currently allowed by the code, so the variance would be for location only.

As it relates to fence location, zoning code states:

- 1) [Fences shall] not be located closer to the street than the setback of the house.

Generally, this prohibits fences located in the front yard. However, this also prohibits houses on corner lots from having a fence past the line of their home on the side that faces a side street. Currently, there is an existing fence around the pool. This fencing would be extended to include the proposed yard area along Edgehill Rd. Please see the attached documents submitted by the homeowner for proposed location and length.

To date, the Village has not received feedback related to this request.



**PROPERTY INFORMATION**

PARCEL #: 8812807  
 OWNER: ZACHARY & TIA ROST  
 ADDRESS: 2331 UNDERHILL RD.  
 TOLEDO, OH 43615  
 ZONING: A-12  
 PARCEL AREA: 49500 FT<sup>2</sup>

**Scope of Work**

Review the preliminary zoning feasibility of extending the existing pool fence west toward Edgehill to create additional safe and usable play area for the owners' young children. The proposed fence alignment would generally follow Edgehill while remaining approximately 8 feet off the property line in order to limit disturbance within the root zone and preserve space for landscape screening.

**Key Items to Be Considered**

- Extension of the existing pool fence west toward Edgehill
- Return of the fence to the southwest corner of the house to maintain pool code compliance
- Final gate locations to be determined during design development
- Minor grading adjustments to reduce existing mounds and uneven areas within the proposed enclosure
- Consideration of drainage so the regraded area functions properly without creating adverse runoff conditions
- Use of a heavy-gauge black aluminum fence designed to be visually compatible with the existing wrought iron fencing, with minimal decorative elements







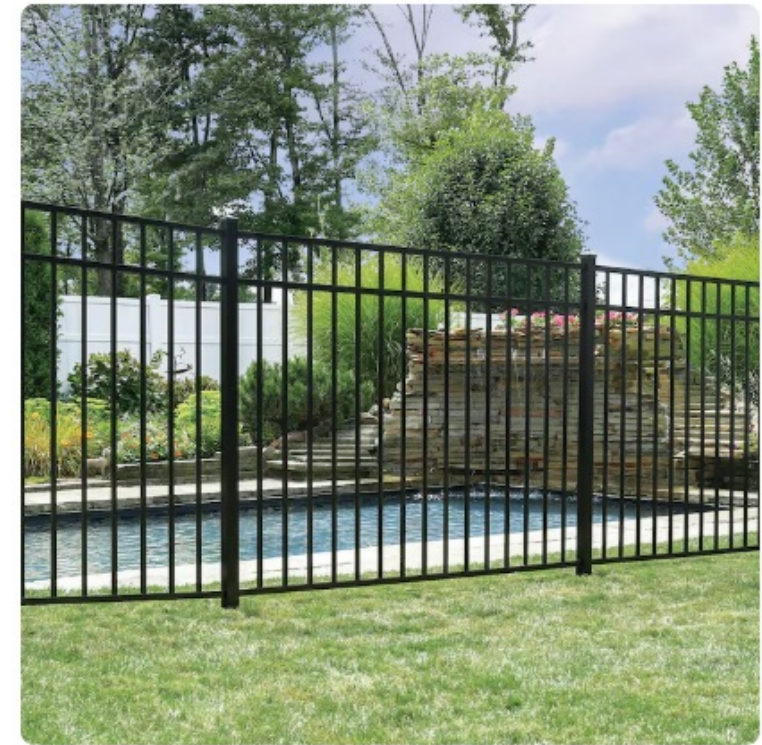
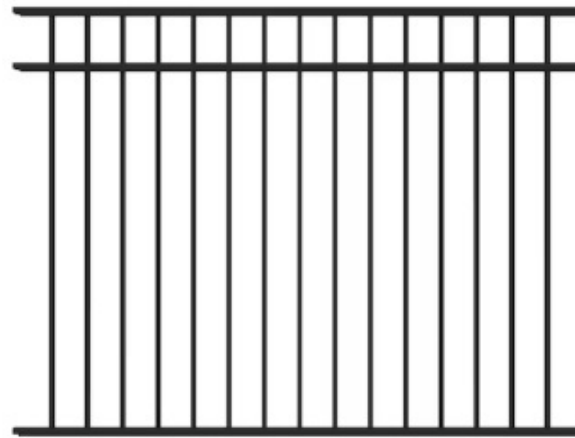


EXHIBIT OF PROPOSED FENCE STYLE



2125 Richards Road  
Ottawa Hills, Ohio 43606

Phone: 419.536.1111  
Fax: 419.535.3550

TO: Zoning Commission  
FROM: April McDonald  
DATE: April 17, 2026  
RE: April 21, 2026 Meeting

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ADDRESS: **2506 Evergreen Rd.**  
APPLICANT: Cynthia Bishop  
ZONING DISTRICT: A-2  
REQUEST(S): 1) Additional Accessory Structure  
2)Vegetative Screening  
NOTICES SENT: 22 (April 3, 2026)

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The Zoning Commission of Ottawa Hills has received a request for a zoning variance from the property owner at 2506 Evergreen Rd. to install a white pergola in the rear yard of the property. The proposed permanent structure would be situated on an existing patio and would constitute a second accessory structure on the lot, as defined by current zoning regulations.

#### Ottawa Hills Zoning Code

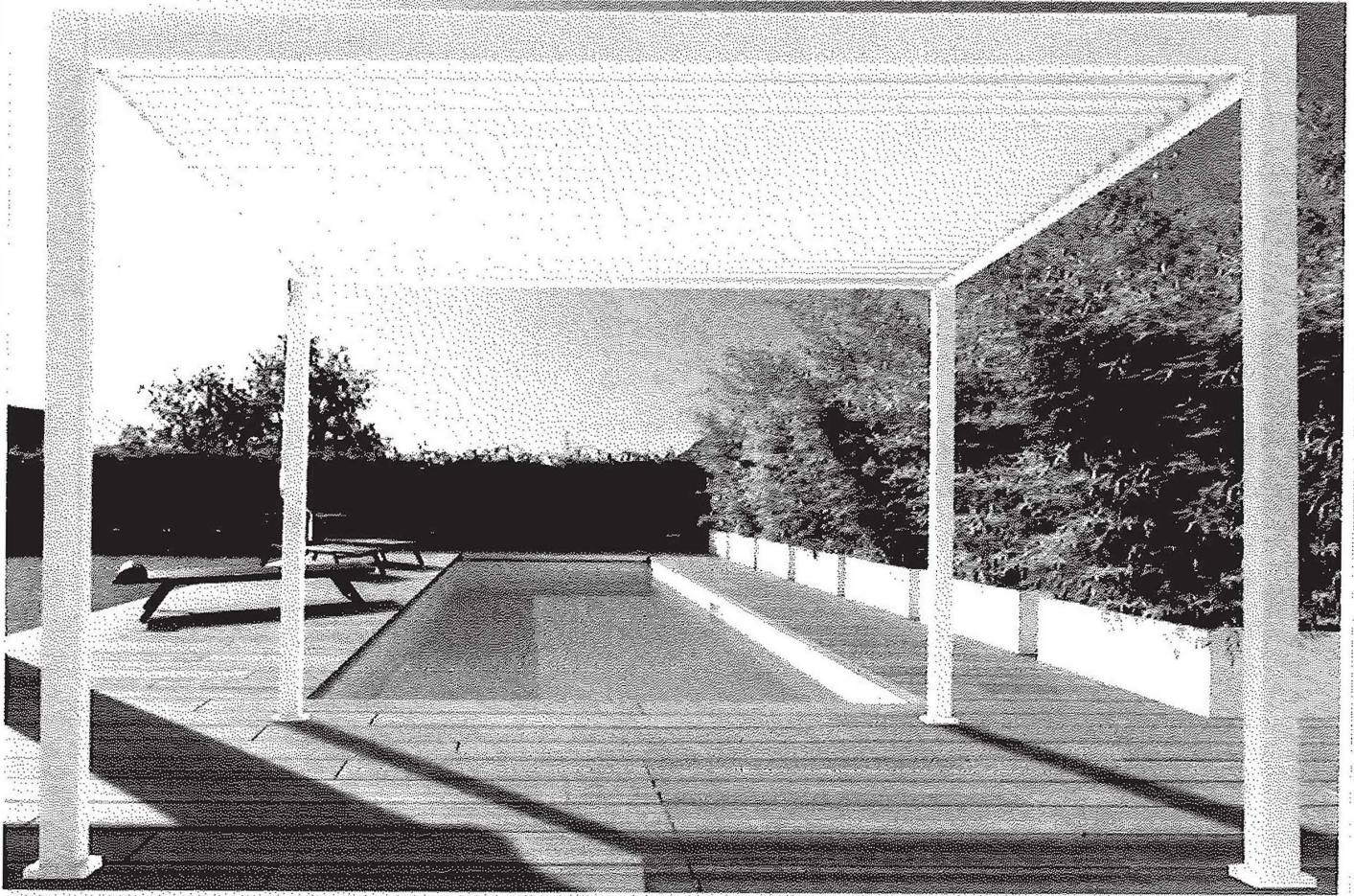
Village code only allows for one accessory structure. The property already has a shed on the lot.

No property shall have more than one of the following: detached garage, storage shed, pool house or similar structure. [§8.5(f)].

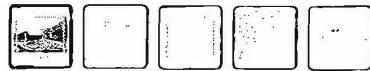
#### Vegetative Screening

...accessory structures shall be screened from nearby properties and streets...by evergreen vegetation... [§8.5(d)]

To date, the Village has received feedback from one neighbor in support of the pergola.



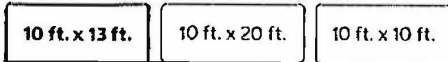
# 10 X 13



Color: **White**



Roof Dimensions: **10 ft. x 13 ft.**





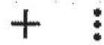
Untitled map  Saved on this device

File Edit View Add Tools Help

250s Evergreen Rd, Ottawa Hills,

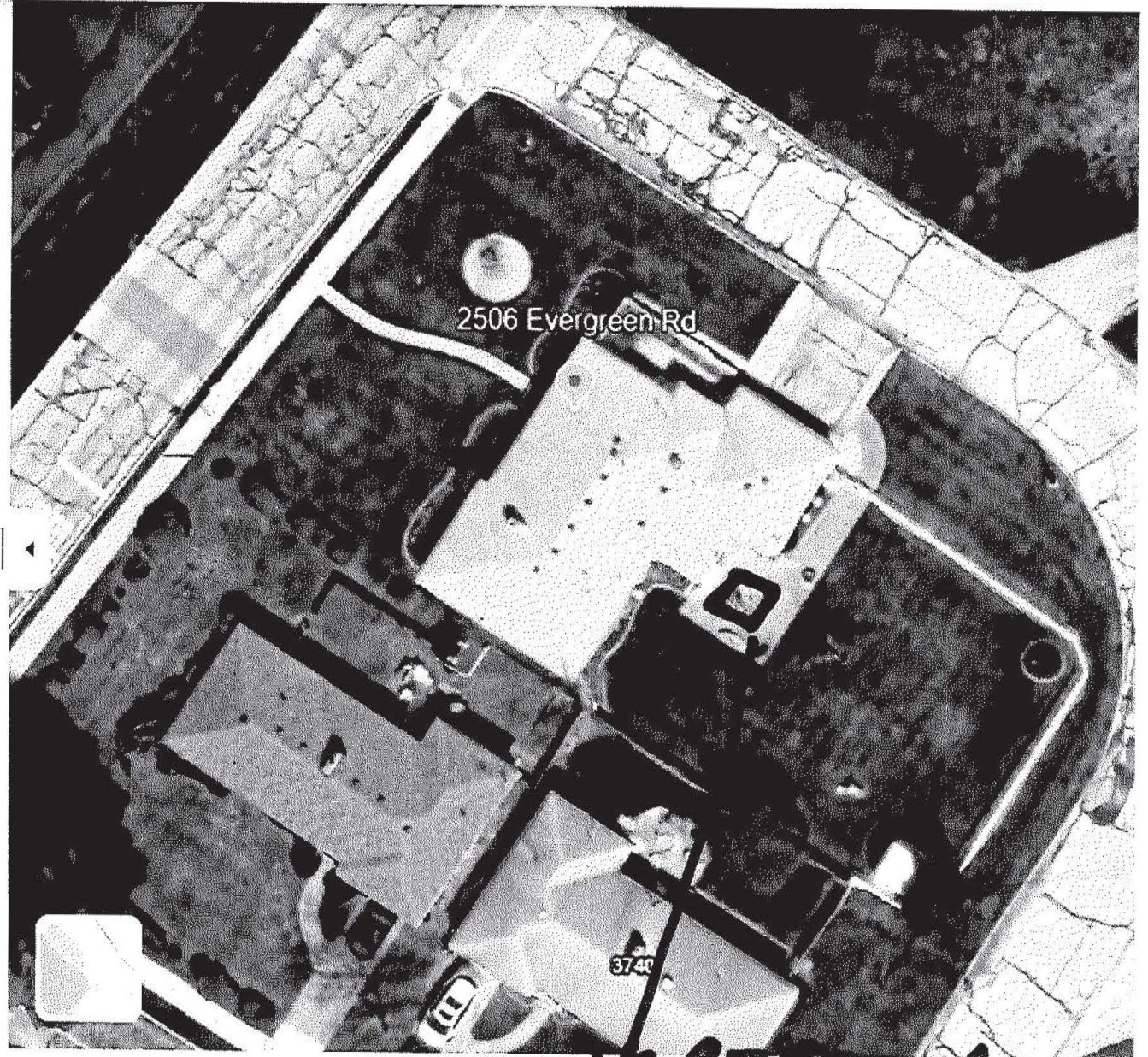


Map contents



Untitled placemark

2506 Evergreen Rd



PERGOLA





2125 Richards Road  
Ottawa Hills, OH 43606

Phone: 419.536.1111

Fax: 419.535.3550

[www.ottawahills.org](http://www.ottawahills.org)

April 3, 2026

EFFLER DAVID J  
3507 BROOKSIDE  
TOLEDO OH 43606

RE: 2506 Evergreen – Second Accessory Structure Variance Request

Dear Village Resident:

The Zoning Commission of Ottawa Hills has received a request for a zoning variance from the property owner at 4506 Evergreen Rd. The applicant seeks permission to install a pergola in the rear yard of the property. The proposed permanent structure would be situated on an existing patio and would constitute a second accessory structure on the lot, as defined by current zoning regulations.

Ottawa Hills Zoning Code

Village code only allows for one accessory structure. The property already has one shed on the lot.

No property shall have more than one of the following: detached garage, storage shed, pool house or similar structure. [§8.5(f)].

Vegetative Screening

...accessory structures shall be screened from nearby properties and streets...by evergreen vegetation... [§8.5(d)]

The Zoning Commission will consider this request at its meeting held on April 21, 2026, at 5:00 pm. Interested citizens are welcome to participate in the meeting, at which time public comment will be received by the Zoning Commission. Written comments may be provided in advance to Village Administrator April McDonald: [mcdonalda@ottawahills.org](mailto:mcdonalda@ottawahills.org)

Enclosed is information we received from the applicant regarding the variance request.

Sincerely,

*April McDonald*  
April McDonald  
Village Administrator  
Encl.

*April,*

*I am in favor of this project  
my neighbor has my blessing!*

*Best  
Terilyn Ely*