

City of Findlay City Planning Commission

Thursday, January 14, 2021 – 9:00 AM

Minutes

(Staff Report Comments from the meeting are incorporated into the minutes in lighter text. Actual minutes begin with the DISCUSSION Section for each item)

MEMBERS PRESENT:

Mayor Christina Muryn
Jackie Schroeder
Dan DeArment

STAFF ATTENDING:

Matt Cordonnier, HRPC Director
Judy Scrimshaw, Development Services Planner
Kevin Shenise, Fire Inspector
Brian Thomas, PE, PS, City Engineer
Erik Adkins, Flood Plain/Zoning Supervisor

GUESTS:

Dan Stone, Todd Jenkins, Eric Trout, Maria Hinojosa, Jacob Mercer

CALL TO ORDER

ROLL CALL

The following members were present:

Mayor Christina Muryn
Jackie Schroeder
Dan DeArment

SWEARING IN

All those planning to give testimony were sworn in by Judy Scrimshaw.

APPROVAL OF MINUTES

Jackie Schroeder made a motion to approve the minutes of the December 10, 2020 meeting. Dan DeArment seconded. Motion carried 3-0-0.

NEW ITEMS

1. APPLICATION FOR CONDITIONAL USE #CU-01-2021 filed by Taco Fiesta Hinojosa, 307 Edinborough Drive, Findlay for a pick up window at 224 N Main Street, Findlay.

CPC STAFF**General Information**

This request is located on the west side of N Main Street just north of Meeks Avenue. It is zoned C-3 Downtown Commercial. Property to the north, east and south is also zoned C-3. To the west is zoned C-2 General Commercial. It is located within a 100 year flood plain. The City of Findlay Land Use Plan designates the parcel as Downtown.

Parcel History

This was the former site of a Domino's Pizza restaurant. The property has been vacant 2-3 years.

Staff Analysis

Pick-up windows are a Conditional Use. The applicant came before the Commission last month for a Special Review of their proposal.

The plan shows the pick-up window on the south wall of the restaurant. Traffic is being directed to enter from the north/south alley on the west side of the site. The parking lot is being restriped to angled spaces on the south side and perpendicular spaces on the north. A pedestrian crosswalk will also be delineated from the south side of the lot over to the building entry area and another is shown along the north side of the building for those parked on that side to come around to the front of the building. Pavement striping will guide those from the window to angle toward the south a bit to avoid the ramp area near the entry at the southeast corner of the building. Traffic must turn right (south) out of the site due to the median strip preventing cars from crossing Main Street to head north.

Pavers are being added to the grass area in front of the store to allow for an outdoor dining area. The Applicant stated that there would be a few tables for inside dining also. A floor plan submitted shows potentially seven (7) tables, the kitchen areas, restrooms and storage areas.

The Applicant went before the Downtown Design Review Board for approval of a new color scheme and murals to be added to the building.

Staff Recommendation

CPC Staff recommends **approval of APPLICATION FOR CONDITIONAL USE #CU-01-2021 filed by Taco Fiesta Hinojosa for a pick up window at 224 N Main Street, Findlay.**

ENGINEERING

Traffic flow and access were discussed at the last meeting when the special review application. Engineering has no additional comments for the conditional use review.

FIRE PREVENTION

Access off Main St. still allow fire apparatus to access property.
Proper permits are filed through WCBD

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR CONDITIONAL USE #CU-01-2021 filed by Taco Fiesta Hinojosa, for a pick up window at 224 N Main Street, Findlay.**

DISCUSSION

Kevin Shenise stated that the plan shows pavement striping at the entry. He just want to make sure that does not turn into landscaping or any type of bollards placed there so that it is still open for fire equipment access. This needs to remain fully accessible for emergency entry.

Judy Scrimshaw reported that she had received two emails from neighboring property owners. Both were in favor of the project. Jamie Miller (he owns most of the buildings surrounding this site) replied that he was pleased that a new business was going in on that end of Main Street. Robert and Donna Gillen own a property on Meeks and said they had no objections and would support the business.

Dan DeArment asked about a dumpster. He stated that we typically want these to be inside an enclosure. There is not a dumpster shown on the plan. Todd Jenkins replied that they will probably locate that on the north side somewhere. They will add an enclosure if that is required.

Mr. DeArment asked if there will be any landscaping required. Judy Scrimshaw replied that in a downtown situation most everything is pavement or building which can go up to the property lines. So there is not really any available space for landscaping. Matt Cordonnier commented that we look for a threshold to require a site to come up with compliance. If they were expanding the building or clearing the site and starting over we may require more. At this point they are just restriping a parking lot and opening a window for pick up. We are not going to make them comply with landscape standards.

Mr. DeArment asked if the sign is any issue. Judy Scrimshaw replied that the sign will be a separate permit from zoning. They had discussed their desire to keep the current pylon sign and even use the old framework on the roof also. Mr. Cordonnier stated that in the past Planning Commission weighed in on signs. It is within your jurisdiction to comment on that if you choose. Mayor Muryn stated that as long as they plan to use the existing structures, she is fine with that. Moving forward the preference is to go to a monument sign, but the downtown situation does not allow for much space for that type of signage.

MOTION

Mayor Muryn made a motion to **approve APPLICATION FOR CONDITIONAL USE #CU-01-2021 filed by Taco Fiesta Hinojosa, for a pick up window at 224 N Main Street, Findlay subject to the following condition:**

- **Final plan submitted for permits will show the location of a dumpster with an enclosure approved by HRPC Staff**

2nd: Dan DeArment

VOTE: Yay (3) Nay (0) Abstain (0)

2. APPLICATION FOR SITE PLAN REVIEW #SP-01-2021 filed by Andy Clouse, 800 W Bigelow Avenue, Findlay for a 27,500 square foot multi-use building at Hillcrest Golf Course, 800 W Bigelow Avenue.

CPC STAFF

General Information

This request is located on the north side of W Bigelow Avenue west of Interstate 75. It is zoned R-1 One Family in Liberty Township. To the north, west and east is also zoned R-1 in the Township. To the south is zoned RM-1 Multiple Family in the Township. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designates the area as Single Family Large Lot.

Parcel History

This is currently the site of Hillcrest Golf Course.

Staff Analysis

This project is located in Liberty Township and will therefore fall under their zoning requirements and permitting process for construction. The City will only issue permits for utilities.

The applicant is proposing to construct a 110' x 250' multi-use building on a portion of the golf course land. It will be located approximately 200' north of the apartment complex property. The location will cause an existing tee box to be moved to the south.

The east 70' x 110' (7700 square feet) of the building is labelled as storage and has an overhead door on the north side and near the north end of the east side of the building. There is also an overhead on the west wall between the storage area and the rest of the building. All the overhead doors are 16' x 16'. The plans show restrooms, an office, a concession area, utility room and what appears to possibly be a conference room along the south wall. The rest of the area is just shown as open space.

Because the structure sits within the golf course property, setbacks are not an issue. The height at the roof peak is 34'-2".

There is some additional parking being added south of the building. This asphalt area will add 47 new spaces. There are at least 142 in the existing parking lot.

Staff Recommendation

CPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-01-2021 for a 27,500 square foot multi-use building at Hillcrest Golf Course, 800 W Bigelow Avenue.**

ENGINEERING

Access – The proposed parking will be accessed from the existing parking lot.

Water Service – The proposed water services will connect to the existing 6" waterline.

Sanitary Service – The proposed sanitary service will connect to the existing 8" sanitary sewer.

Stormwater Management – The site is not located within the City Limits so the applicant does not need to comply with the City of Findlay Standards. The consultant did supply information on the existing drainage system and how the proposed runoff is going to be addressed.

MS4 Requirements – The site is not located within the City Limits so the applicant will not need to comply with the City of Findlay’s Erosion & Sediment Control Ordinance. The applicant will still need to comply with all OEPA requirements for a construction project.

Recommendations: Approval of the Site Plan.

The following permits may be required prior to construction:

- Sanitary Sewer Tap Permit
- Waterline Tap Permit x 2

FIRE PREVENTION

Improve cart path to the East of the proposed building to allow fire apparatus access.

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-01-2021 filed by Andy Clouse for a 27,500 square foot multi-use building at Hillcrest Golf Course, 800 W Bigelow Avenue.**

DISCUSSION

Judy Scrimshaw stated that she had talked with Dan Stone about the open space in the building and he had indicated that it will be used for outings, golf simulators and potential camps and training. They could also rent space out for other activities.

Dan Stone stated that they have already gone before the Township Zoning Commission for their review and it was approved there. They did have discussion with the Liberty Township Fire Department. They plan to increase the width and stability of the cart path on the east side to allow for fire apparatus.

Dan DeArment asked if the building was divided inside. Dan Stone replied that there is a wall between the east 1/3 and the rest of the building. The east end will be for storage of equipment and such for the golf course. The west 2/3 will be the recreational area.

MOTION

Christina Murnyn made a motion to **approve APPLICATION FOR SITE PLAN REVIEW #SP-02-2021 for self-storage buildings and an office to be located at 8249 CR 140, Findlay**

2nd: Jackie Schroeder

VOTE: Yay (3) Nay (0) Abstain (0)

3. APPLICATION FOR SITE PLAN REVIEW #SP-02-2021 filed by Tom Heimann, 101 Stanford Pkwy., Findlay for self-storage buildings and an office to be located at 8249 CR 140, Findlay

CPC STAFF

General Information

This request is located off the east side of CR 140 in Liberty Township. It is zoned I-1 Light

Industrial. Land to the north and east is also zoned I-1. To the west is A-1 Agriculture and to the south is zoned RM-1 Multiple Family and I-1 Light Industrial. The south part of the lot is within a 100 year flood plain. The City Land Use Plan designates the area as Multi-Family.

Parcel History

This was a former dwelling site. The Auditor states the buildings were removed in June, 2019 and it is now a vacant parcel.

Staff Analysis

This project is located in Liberty Township and will therefore fall under their zoning requirements and permitting process for construction. The City will only issue permits for utilities.

The applicant is proposing to construct four (4) storage unit buildings and a combination wholesale office/storage building.

It appears that the two (2) buildings in the southern part of the lot are both partially in an area of the flood plain. The Liberty Township Zoning office and/or the County Engineer will have to enforce any flood development issues.

The plan meets all setbacks and height allowances per the Township zoning.

A single entry is planned onto CR 140. It appears that it lines up with a drive across the street for the BMV office building.

ENGINEERING

Access – Access for the proposed development will be from County Road 140. The driveway permit will need to be obtained from the Hancock County Engineer.

Water Service – The proposed water services will connect to the existing 20” waterline on the west side of County Road 140.

Sanitary Service – The applicant is proposing to reuse an existing sanitary lateral. The City as no issues with that but it will be up to the applicant to verify the condition of the lateral. If the lateral cannot be used due to its condition, the applicant will be required to have a new sewer tap and lateral installed.

Stormwater Management – The site is not located within the City Limits so the applicant does not need to comply with the City of Findlay Standards. The consultant did supply information on the existing drainage system and how the proposed runoff is going to be addressed.

MS4 Requirements – The site is not located within the City Limits so the applicant will not need to comply with the City of Findlay’s Erosion & Sediment Control Ordinance. The applicant will still need to comply with all OEPA requirements for a construction project.

Recommendations: Approval of the Site Plan.

The following permits may be required prior to construction:

- Sanitary Sewer Tap Permit
- Waterline Tap Permit

FIRE PREVENTION

Any stone/gravel driveways be maintained properly to support fire apparatus.

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-02-2021 for self-storage buildings and an office to be located at 8249 CR 140, Findlay subject to the following condition:**

- Stone/gravel driveways be maintained properly to support fire apparatus.
- Any flood regulations are met per the County

DISCUSSION

Judy Scrimshaw noted that she was contacted by Gail Fisher, the owner of the house directly south of the site. She had concerns about what her view will be. Ms. Scrimshaw explained what jurisdiction the City had and that the Township had already reviewed the plan and approved it last week. They do not notify adjacent properties for site plan reviews. Mrs. Fisher was given contact information for the Township in case she would like to discuss with them.

Dan DeArment asked Mr. Thomas if there are any water capacity or pressure issues out this way as we keep expanding development. Mr. Thomas replied that they are looping as they go. There are not any issues here.

MOTION

Dan DeArment made a motion to **approve APPLICATION FOR SITE PLAN REVIEW #SP-02-2021 for self-storage buildings and an office to be located at 8249 CR 140, Findlay**

2nd: Christina Muryn

VOTE: Yay (3) Nay (0) Abstain (0)

ADJOURNMENT

Christina Muryn
Mayor

Brian Thomas, P.E., P.S.
Service Director