

City of Findlay
City Planning Commission
 City Council Chambers, 1st floor of Municipal Building
 Thursday, June 10, 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
 Rob Martin
 Jackie Schroeder
 Dan Clinger

STAFF ATTENDING:

Matt Cordonnier, HRPC Director
 Judy Scrimshaw, Development Services Planner
 Jacob Mercer, Planner
 Jeremy Kalb, PE, City Engineer

GUESTS:

Dan Stone, Denny Doolittle, Mitch Davis, Florence Wells

CALL TO ORDER

ROLL CALL

The following members were present:

Mayor Christina Muryn
 Rob Martin
 Dan DeArment
 Dan Clinger

SWEARING IN

All those planning to give testimony were sworn in by Jacob Mercer.

APPROVAL OF MINUTES

Dan Clinger made a motion to approve the minutes of the May 13, 2021 meeting. Dan DeArment seconded. Motion carried 4-0-0.

NEW ITEMS

- 1. APPLICATION FOR SITE PLAN REVIEW #SP-12-2021 filed by Findlay Board of Education, 2019 Broad Avenue, Findlay, for a 7,200 square foot cold storage building to be behind Washington Preschool, 1100 Broad Avenue.**

CPC STAFF

General Information

This request is to construct a cold storage building on the Findlay City Schools High School campus behind the Washington Preschool building at 1100 Broad Avenue. The site is currently zoned R-1 Large Lot Residential. To the east is zoned R-3 Small Lot Residential. To the south is zoned R-2 Medium Lot Residential and R-3 Small Lot Residential. The parcel is not within the 100-year flood plain. The City of Findlay Land Use Plan designates the area as Schools.

Parcel History

This is the site of Findlay High School, Millstream Career Center, and Washington Preschool.

Staff Analysis

The proposed 7,200 square foot cold storage building is to be located behind Washington Preschool located at 1100 Broad Avenue. It will be constructed on an area that is currently a playground for the preschool. There is an existing maintenance building to the south, which would remain over sixty feet away from the proposed building.

The building meets all required setbacks. There appears to be pack lighting on the building, however staff does not have any concerns about the lighting plan.

An existing detention basin, behind the softball field to the west, will be expanded to handle additional drainage from the site.

There will be six parking spaces removed from the current configuration to allow for access to the proposed building. There is a parking area to the southeast that will be expanded fourteen spots, so the site would actually gain eight spots in total.

Staff Recommendation

CPC Staff recommends approval of APPLICATION FOR SITE PLAN REVIEW #SP-12-2021 filed by Findlay Board of Education for a 7,200 square foot cold storage building to be behind Washington Preschool, 1100 Broad Avenue.

ENGINEERING

Access – Will be from the existing drive off the south parking lot.

Water Service – No proposed water service shown.

Sanitary Service – No proposed sanitary sewer shown.

Stormwater Management – Detention for the site will be provided by expanding the existing detention basin located west of the site. The detention calculations provided meet the City of Findlay design standards.

MS4 Requirements – The site will be disturbing more than one (1) acre so the applicant will need to comply with the City of Findlay's Erosion & Sediment Control Ordinance.

Recommendations: Approval of the Site Plan.

FIRE PREVENTION

No Comment.

RECOMMENDATION

Staff recommends approval of **APPLICATION FOR SITE PLAN REVIEW #SP-12-2021** for a 7,200 square foot cold storage building to be behind Washington Preschool, 1100 Broad Avenue.

DISCUSSION

Dan Stone, Mitch Davis, and Dennis Doolittle were present as the applicant. Rob Martin asked the group to define “cold storage”. Mr. Doolittle said that the term means that this storage facility will house equipment that does not have an engine or any combustibles in them, such as trailers. The existing storage building to the south would handle any maintenance of equipment since it has oil traps.

Dan Clinger asked about the detention. Dan Stone said that there is already existing drainage systems for runoff and storm sewer on site. Since they are increasing the amount of impervious surface, they are expanding the detention area that exists off to the west of the softball facility to collect the excess amount.

MOTION

Mayor Muryrn made a motion to recommend **approval of APPLICATION FOR SITE PLAN REVIEW #SP-12-2021 filed by Findlay Board of Education, 2019 Broad Avenue, Findlay, for a 7,200 square foot cold storage building to be behind Washington Preschool, 1100 Broad Avenue.**

2nd: Rob Martin

VOTE: Yay (4) Nay (0) Abstain (0)

2. ALLEY/STREET VACATION PETITION #AV-04-2021, filed by Florence Wells, to vacate a portion of the first north/south alleyway, east of the Wilson Street, abutting 827 Wilson Street.

CPC STAFF

General Information

This request is to vacate the northernmost 3.3705 feet of right-of-way of the first north/south alleyway west of the Wilson Street. The alleyway is located within the 100-year floodplain. The City of Findlay Land Use Plan designates the area as Single Family Small Lot.

Staff Analysis

The applicant owns both parcels that abut the portion of right-of-way. They made the request to vacate so that they could combine the parcels. The applicant would like to construct an accessory building on the eastern parcel, but cannot construct an accessory structure without having a primary structure on the site.

Staff Recommendation

CPC Staff recommends that FCPC recommend approval to Findlay City Council of ALLEY/STREET VACATION PETITION #AV-04-2021 to vacate a portion of the first north/south alleyway, east of the Wilson Street, abutting 827 Wilson Street.

ENGINEERING

The proposed vacation will not have an impact on any City owned utilities. Engineering recommends approval of the vacation petition.

FIRE PREVENTION

No Comment.

RECOMMENDATION

Staff recommends that FCPC recommend approval to Findlay City Council of ALLEY/STREET VACATION PETITION #AV-04-2021, filed by Florence Wells, to vacate a portion of the first north/south alleyway, east of the Wilson Street, abutting 827 Wilson Street.

DISCUSSION

Ms. Wells was present to answer questions. She explained that she acquired the site in 2013. She uses it personally for gardening and had wanted to build a shed on the lot. She build an accessory structure without a primary structure on the site. There is a second alleyway that runs east to west off Morse Street, but it was not as wide as this right-of-way.

Dan Clinger asked if they would need to obtain a permit for the accessory structure. Erik Adkins confirmed she would unless it was under fifty square feet. He also confirmed that since it was in the floodplain, she would be limited to 600 square feet of accessory structure size.

Dan Clinger asked if the eastern lot could be redeveloped for housing. Ms. Wells said that she had acquired the lot from Habitat for Humanity. Habitat had wanted to develop two duplexes on the site, but they were unable to get utilities back to the site.

Dan DeArment asked if it would be a fifty-fifty split of the land between the two parcels. Matt Cordonnier confirmed that would happen, but since she owns both sides, it would be both going to her.

MOTION

Dan Clinger made a motion to recommend **approval of #AV-04-2021, filed by Florence Wells, to vacate a portion of the first north/south alleyway, east of the Wilson Street, abutting 827 Wilson Street.**

2nd: Dan DeArment

VOTE: Yay (4) Nay (0) Abstain (0)

3. APPLICATION FOR CONDITIONAL USE #CU-07-2021 filed by HRPC to grant 798 duplexes/triplexes a conditional use to correct zoning issues.

DISCUSSION

Matt Cordonnier updated Planning Commission where HRPC was with this issue. HRPC created a list of duplexes in the City of Findlay, and HRPC Staff did research on whether these duplexes were legal and conforming with zoning. Over the last 40 years, there have been changes to the zoning code, including one change in 2004 that removed residential from commercial zoning districts. One reason this became an issue is because lenders now call HRPC to ask if duplexes are legal and conforming with zoning. If we do not have a permit in the file, we have to inform them, which sometimes can cause loans to fall through.

The purpose of the mass conditional use is that we can document all the duplexes who are legal and/or conforming with the code today. We have about fifty or so duplexes left that we cannot find a permit or indication that they conform to zoning. These property owners have until November to come to Planning Commission to get a conditional use without fees.

Mayor Muryn reiterated that during the zoning map update, we decided to change the zoning of these properties to R-3 Small Lot Residential since they allow duplexes/triplexes as conditional uses. The thought behind this was that if they did not have a permit but could meet the parking standards, they could get a conditional use.

Matt Cordonnier said HRPC sent out letters to the duplexes informing them of this process and that he had received about ten phone calls about the letters. Five were just asking for clarification about the letter. The others were calling to claim that they were no longer a duplex. He tried to explain that if they were actually a duplex, that this was the opportune time to get the conditional use now. If they do not get the conditional use now, we cannot confirm to a bank that they are legal and conforming.

Rob Martin asked if there was any desire for the City to address these illegal duplexes. Matt Cordonnier said that was never the intention. If these duplex owners do not want to get the conditional use, they can still operate the duplex. The only reason it might negatively affect them is if they try to sell the property and the lender blocks financing until the zoning issues are fixed. This will cause delays and cost fees to go through the Planning Commission process.

Mayor Muryn noted that this would help the city in the future because our files would have clear

documentation of who is conforming and who is not. Matt Cordonnier agreed and that it will save the city zoning staff a lot of time as they do research on properties in the future. HRPC has a spreadsheet that it will share with the zoning department, which will make it easy to review these properties in the future.

MOTION

Dan Clinger made a motion to recommend **approval of APPLICATION FOR CONDITIONAL USE #CU-07-2021 filed by HRPC to grant 798 duplexes/triplexes a conditional use to correct zoning issues.**

2nd: Rob Martin

VOTE: Yay (4) Nay (0) Abstain (0)

ADJOURNMENT

Christina Muryn
Mayor

Rob Martin
Service Director