

**City of Findlay**  
**City Planning Commission**  
 City Council Chambers, 1<sup>st</sup> floor of Municipal Building  
 Thursday, September 9, 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 DeArment

**STAFF ATTENDING:**

Matt Cordonnier, HRPC Director  
 Jacob Mercer, Planner  
 Jeremy Kalb, PE, City Engineer  
 Kevin Shenise, Fire Department

**GUESTS:**

Dan Stone, Grace Moore, James C. Koehler, Wanda Ward  
 Chris Vaughn

**CALL TO ORDER**

**ROLL CALL**

The following members were present:

Mayor Christina Muryn  
 Rob Martin  
 Jackie Schroeder  
 Dan DeArment

**SWEARING IN**

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

**APPROVAL OF MINUTES**

Jackie Schroeder made a motion to approve the minutes of the August 12, 2021 meeting. Rob Martin seconded. Motion carried 4-0-0.

**NEW ITEMS**

- 1. APPLICATION FOR PRELIMINARY PLAT #PP-02-2021 for the Tall Timbers 3rd Addition Subdivision located in part of the Northeast ¼ of Section 4, Findlay, Ohio.**

## **CPC STAFF**

### **General Information**

This request is in the Tall Timbers 3rd Addition just south of County Road 212. This location is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the area as Industrial.

### **Staff Analysis**

The proposed plat would create three parcels on the site. Parcel 1 would have a cul-de-sac at the end of the stub driveway. The remaining land would be split into two new parcels. On the west side, parcel 2 is a 42.445-acre parcel that is entirely wooded. On the east side, parcel 3 would be 21.360 acres in size. A fifty-foot gas line easement runs diagonally from the northwest corner to the southeast corner of lot 3.

### **Staff Recommendation**

Staff recommends approval of APPLICATION FOR PRELIMINARY PLAT #PP-02-2021 for the Tall Timbers 3rd Addition Subdivision located in part of the Northeast ¼ of Section 4, Findlay, Ohio.

### **ENGINEERING**

No Comment

### **FIRE PREVENTION**

A fire hydrant needs to be added to the cul-de-sac.

### **RECOMMENDATION**

CPC Staff recommends approval of APPLICATION FOR PRELIMINARY PLAT #PP-02-2021 for the Tall Timbers 3rd Addition Subdivision located in part of the Northeast ¼ of Section 4, Findlay, Ohio subject to adding a fire hydrant on the cul-de-sac.

### **DISCUSSION**

Dan Stone presented for the applicant. This area is accessed only with a stub driveway. The applicant would like to install the cul-de-sac to allow for truck traffic to turn around. Typically, developments need to have some sort of road frontage, so the cul-de-sac would help achieve that requirement. He noted that the area is wooded, which would create challenges to develop the Lot 4 of this development. The Lot 3 on the east side is vacant land which could accommodate a development in the future.

Jackie Schroeder asked if there was wetlands on the site. Lot 4, on the west side, does have wetlands, which is why they would like develop the east lot instead.

### **MOTION**

Dan DeArment made a motion to recommend **approval of APPLICATION FOR PRELIMINARY PLAT #PP-02-2021 for the Tall Timbers 3rd Addition Subdivision located in part of the Northeast ¼ of Section 4, Findlay, Ohio subject to adding a fire hydrant on the cul-de-sac.**

**2<sup>nd</sup>: Jackie Schroeder**

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

**2. APPLICATION FOR ZONING AMENDMENT #ZA-06-2021 filed by KGD Properties, Ltd and James C. Koehler, to rezone Lots 2-3, 5-6, and 8-9 of the Findlay Commerce Park from C-2 General Commercial to M-2 Multi-Family High Density.**

### **CPC STAFF**

#### **General Information**

This request is located at the southwest corner of the intersection of Technology Drive and County Road 99. It is zoned C-2 General Commercial. To the east is zoned C-2 General Commercial. To the south is zoned M-2 Multi-Family High Density. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designates the site as Neighborhood Commercial.

#### **Parcel History**

This site is currently vacant land.

#### **Staff Analysis**

The applicant would like to rezone all of these lots as M-2 Multi-Family High Density. This rezoning would be in keeping with the area as much of the land on the west side of Technology Drive has been zoned as M-2.

#### **Staff Recommendation**

CPC Staff recommends approval of #ZA-06-2021 filed by KGD Properties, Ltd and James C. Koehler, to rezone Lots 2-3, 5-6, and 8-9 of the Findlay Commerce Park from C-2 General Commercial to M-2 Multi-Family High Density.

### **ENGINEERING**

No Comment

### **FIRE PREVENTION**

No Comment

### **RECOMMENDATION**

Staff recommends approval of APPLICATION FOR ZONING AMENDMENT #ZA-06-2021 filed by KGD Properties, Ltd and James C. Koehler, to rezone Lots 2-3, 5-6, and 8-9 of the Findlay Commerce Park from C-2 General Commercial to M-2 Multi-Family High Density.

### **DISCUSSION**

Dan Stone stated that the developer wants to create something consistent with the area. They have had it zoned commercial for a number of years without any development. What they are finding that 10-15 acres is an ideal size for multi-family developments. The developer thinks that with the developments to the south, that this rezone would be consistent with the area.

Rob Martin asked if the developer to the south would be developing this site as well. Dan Stone said that they have had discussions, but no official agreements at this time.

Matt Cordonnier mentioned that there has been discussions to have the property east of Technology Drive developed in the future. He wanted to know if this rezone would compliment that development. Dan Stone said that they have had discussions and they believe this would be a complimentary development. He noted that the current lot sizes are not big enough to allow for desirable commercial development in the area.

### **MOTION**

Rob Martin made a motion to **APPLICATION FOR ZONING AMENDMENT #ZA-06-2021 filed by KGD Properties, Ltd and James C. Koehler, to rezone Lots 2-3, 5-6, and 8-9 of the Findlay Commerce Park from C-2 General Commercial to M-2 Multi-Family High Density.**

**2<sup>nd</sup>:** Jackie Schroeder

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

- 3. APPLICATION FOR FINAL PLAT #FP-02-2021 filed by KGD Properties, Ltd and James C. Koehler, to replat Lots 2-3, 5-6, and 8-9 of the Findlay Commerce Park.**

### **CPC STAFF**

#### **General Information**

This request is the same site as ZA-06-2021.

#### **Parcel History**

This is currently a vacant site.

#### **Staff Analysis**

The applicant is proposing to combine the existing lots herein to create one new lot. They also wish to vacate Heartland Court as part of the replat process.

The replat will take care of creating a unified lot and vacating the current right-of-way on the site.

#### **Staff Recommendation**

CPC Staff recommends **approval of APPLICATION FOR FINAL PLAT #FP-02-2020 for a replat of Lot 1 – Replat of Lots 17 & 18 and Lot 8 & 9 in the North End Commercial Park 2nd Addition.**

### **ENGINEERING**

No Comment

### **FIRE PREVENTION**

No Comment

### **RECOMMENDATION**

Staff recommends approval of **APPLICATION FOR FINAL PLAT #FP-02-2021** filed by **KGD Properties, Ltd and James C. Koehler**, to replat Lots 2-3, 5-6, and 8-9 of the Findlay Commerce Park.

### **DISCUSSION**

Dan Stone noted that this was to merge these lots into one parcel. This is a step to make it easier for a multi-family development to go onto the site.

### **MOTION**

Mayor Murnyn made a motion to **APPLICATION FOR FINAL PLAT #FP-02-2021** filed by **KGD Properties, Ltd and James C. Koehler**, to replat Lots 2-3, 5-6, and 8-9 of the Findlay Commerce Park.

**2<sup>nd</sup>:** Jackie Schroeder

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

#### **4. APPLICATION FOR CONDITIONAL USE #CU-07-2021 filed by Wanda Ward to create a bed & breakfast at 1815 Brookside Drive.**

### **CPC STAFF**

#### **General Information**

This request is located on the east side of Brookside Drive north of Redbird Drive. It is zoned R-1 Large Lot Residential. It is surrounded by R-1 Large Lot Residential. To the west is Emory Adams Park, which is zoned PO- Parks and Open Space. 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 is currently a residential home.

#### **Staff Analysis**

The site is located in a residential neighborhood in Southeast Findlay. The applicant would like to operate a bed & breakfast at the location. The bed & breakfast would cater as a meeting place for small groups interested in crafts and sewing.

The home has three bedrooms and a total living space of 1440 square feet.

The parking should not be an issue. There is a 2-car garage and the driveway could accommodate more than four cars.

#### **Staff Recommendation**

**CPC Staff recommends approval of APPLICATION FOR CONDITIONAL USE #CU-07-2021 filed by Wanda Ward to create a bed & breakfast at 1815 Brookside Drive.**

### **DISCUSSION**

Applicant Wanda Ward was present to discuss the project. She has been attending events around Ohio that cater to small groups. Her proposal would allow for these types of events to occur in Findlay. Many times local church groups or friends will just need a meeting space to come together to work. She wanted to assure the Commission that this would be a quiet meeting space and not a party house.

Mayor Muryn asked if Ms. Ward would continue residing in the house, which she said no. She wanted to reaffirm that this is catering to local groups as well as out of town. Mayor Muryn noted that they could revoke the conditional use if they receive complaints about the property.

Dan DeArment asked what type of construction is planned for the site. Chris Vaughn is the project contractor. He said that they would be updating the kitchen, flooring, bathroom, and removing two trees from the backyard.

Dan DeArment asked what signage could be installed. Matt Cordonnier said they could put up a 2-foot-by-2-foot placard on the house to mark the business. Ms. Ward stated that she wanted to hang a sign from the lightpole in the front garden by the road. Erik Atkins noted that this would not fit the current code, because it was not flushed to the house. Mayor Muryn stated that she thought this could be worked through to come to an agreement. This would be no different than a family hanging a sign on the lightpole noting the family name. Matt did note that the code is clear that this would not be fitting. He said that this would be a BZA case instead, but that Erik and the applicant could work with the applicant on signage.

Matt Cordonnier asked for clarification on the number of guests could be on site at a time. He said that a condition would be appropriate to allow a maximum number. Wanda Ward noted that she would have three bedrooms. Matt said that he thought six total overnight guests would be sufficient. The idea is that this would keep the house acting like a residential property. Mayor Muryn offered that eight would give them a bit of cushion in their operation. Erik Atkins recommended that the applicant reach out to Wood County Building Department since this is transitioning from a purely residential use to a commercial use. Wanda Ward confirmed that she was in the process of working with them.

Matt Cordonnier did state that HRPC received a call from a neighbor raising concerns about this being added to the neighborhood. They were unable to attend the meeting though.

### **MOTION**

Mayor Muryn made a motion to **approve APPLICATION FOR CONDITIONAL USE #CU-07-2021 filed by Wanda Ward to create a bed & breakfast at 1815 Brookside Drive with a condition that no more than eight guests could stay overnight.**

**2<sup>nd</sup>:** Rob Martin

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

- 5. APPLICATION FOR CONDITIONAL USE #CU-03-2021 (Resubmission) filed by Grace Moore, 220 W. Lima Street, to allow a hair salon to be located in the carriage house at 220 W. Lima Street.**

## **CPC STAFF**

### **General Information**

This request is located on the north side of W. Lima Street, east of Cory Street, and west of S. West Street. It is zoned R-3 Small Lot Residential. The parcel directly to the west is C-2 General Commercial. To the east, there is a mix of R-3 Small Lot Residential, C-2 General Commercial, and O1 Office/Institution. To the north and south is mostly R-3 Small Lot Residential. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designates the area as Downtown.

### **Parcel History**

According to the Auditor, this parcel has been residential since 1900.

### **Staff Analysis**

Grace Moore had originally applied for the conditional use at the April 2021 CPC meeting, but was unable to attend. The main concern from the discussion was that there did not appear to be enough room for parking at the back of the property. The parking spot minimum standards are 9 feet x 18 feet. The parking pad appeared to be 16.5 feet wide, which was short of the 18 feet required.

Grace Moore contacted HRPC staff and provided photos that showed that they could fit two cars in the garage. Ms. Moore added that the parking pad could also fit two cars as well. This would allow her to accommodate enough parking for the business.

If approved, the applicant understands that if there are legitimate complaints regarding the operation that the permit can be revoked.

### **Staff Recommendation**

CPC Staff recommends **approval of APPLICATION FOR CONDITIONAL USE #CU-03-2021, filed by Grace Moore to allow a hair salon to be located in the carriage house at 220 W. Lima Street.**

### **ENGINEERING**

No comment.

### **FIRE PREVENTION**

Change of building use/ occupancy change must be filed with Wood Co. Building Dept.

### **RECOMMENDATION**

Staff recommends **approval of APPLICATION FOR CONDITIONAL USE #CU-03-2021, filed by Grace Moore to allow a hair salon to be located in the carriage house at 220 W. Lima Street.**

### **Discussion**

Grace Moore stated she missed the previous meeting due to having COVID. She is looking to open a one-chair hair salon that would be by appointment only. She said that she would not have more than one customer car at a time. Her car will be parked in the garage and would leave the parking pad outside the garage for clients. Matt Cordonnier clarified for the group that the requirement was to have three parking spaces. With this additional clarification from the

property owner, he thought there was room for three spaces comfortably. Mayor Muryn added they needed to ensure that the cars do not stick out into the alleyway to ensure safety.

Dan DeArment asked if it would be obvious if the parking area in the back would be for her customers. She said that she would always have the sidewalk to the garage cleared, and that she would advertise that the parking was located in the back. She did confirm that there an opening in the fence by the carriage house, so if people parked out front, they could enter that way rather than go all the way to the back.

### **MOTION**

Mayor Muryn made a motion to **APPLICATION FOR CONDITIONAL USE #CU-03-2021 (Resubmission) filed by Grace Moore, 220 W. Lima Street, to allow a hair salon to be located in the carriage house at 220 W. Lima Street.**

**2<sup>nd</sup>:** Jackie Schroeder

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

### **ADJOURNMENT**

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Christina Muryn  
Mayor

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Rob Martin  
Service Director