

**City of Findlay**  
**City Planning Commission**  
 City Council Chambers, 1<sup>st</sup> floor of Municipal Building  
 Thursday, November 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  
 Dan DeArment  
 Jackie Schroeder  
 Dan Clinger

**STAFF ATTENDING:** Matt Cordonnier, HRPC Director  
 Jacob Mercer, Planner  
 Jeremy Kalb, PE, City Engineer

**GUESTS:** Dan Stone, Van Horn, Hoover, & Associates Inc.  
 Chrissy Montgomery, Women's Resource Center

**CALL TO ORDER**

**ROLL CALL**

The following members were present:

Mayor Christina Muryn  
 Dan DeArment  
 Jackie Schroeder  
 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 October 14, 2021 meeting. Jackie Schroeder seconded. Motion carried 4-0-0.

**NEW ITEMS**

1. **APPLICATION FOR FINAL PLAT #FP-03-2021 for Liberty Best Addition, 1<sup>st</sup> Addition filed by Roger & John Best.**

**CPC STAFF**

**General Information**

This site is located in Liberty Township, on the east side of the Liberty Best Addition

subdivision, east of Colonel Drive. It is zoned R-2 Single Family in Liberty Township. Land to the north and east is zoned R-2. To the south, it is zoned A-1 Agricultural. It is not located within the 100-year flood plain. The City of Findlay Land Use Map designates the area as Single Family Large Lot.

### **Parcel History**

This is currently vacant ground. HRPC approved the Final Plat on October 20, 2021.

### **Staff Analysis**

The applicant is proposing a 23-lot residential subdivision addition that would complete the Liberty Best Addition subdivision. The lots would have access to the newly formed Hiegel Drive, which would provide access from Early Drive to Moulton Drive.

Lot sizes meet and exceed the requirements of the Liberty Township Zoning Resolution. The layout is consistent with the preliminary plat as approved.

### **Staff Recommendation**

**Staff recommends approval of APPLICATION FOR FINAL PLAT #FP-03-2021 for Liberty Best Addition, 1<sup>st</sup> Addition.**

### **ENGINEERING**

No Comment

### **FIRE PREVENTION**

No Comment

### **RECOMMENDATION**

**CPC Staff recommends approval of APPLICATION FOR FINAL PLAT #FP-03-2021 for Liberty Best Addition, 1<sup>st</sup> Addition.**

### **DISCUSSION**

Dan Stone was present on behalf of the applicant.

Dan Clinger asked if there were drainage issues for the site. Dan Stone said they had to obtain a variance from the County Subdivision regulations on meeting the overflow standards for the drainage pond at the south of the subdivision. They also had to obtain easements to for the drainage to reach a point of source.

### **MOTION**

Mayor Muryn made a motion to recommend **approval of APPLICATION FOR FINAL PLAT #FP-03-2021 for Liberty Best Addition, 1<sup>st</sup> Addition.**

**2<sup>nd</sup>: Dan Clinger**

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

**2. APPLICATION FOR CONDITIONAL USE #CU-08-2021 filed by the Women’s Resource Center, 1011 N. Main Street, to create additional office space at 116 Laqueneo Street.**

**CPC STAFF**

**General Information**

This request is located on the north side of Laqueneo Street, just east of the intersection with N. Main Street. It is zoned R-3 Small Lot Residential, but is also within the University Overlay District. To the north and west, it is zoned Office. To the south and east, it is zoned 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 Single Family-Small Lot.

**Parcel History**

The site has been a residential dwelling. The Women’s Resource Center purchased the building in August 2021.

**Staff Analysis**

The applicant is proposing to renovate the interior of 116 Laqueneo Street into additional office space for the Women’s Resource Center. Since the parcel is located within the University Overlay, office is a conditional use.

Staff had concerns about parking on the site. There are currently only two off-street parking on the parcel. The Office parking requirement would be one space per 300 square feet. This would require the site to have six parking spaces. The parking lot at the main Women’s Resource Center location, 1011 N. Main Street, has nineteen (19) total spots, which is enough for both buildings. Staff recommends that due to the lack of parking at 116 Laqueneo Street, that the Women’s Resource Center combine the two parcels. The alleyway that runs north/south between the two parcels should be vacated as part of the combination process.

**Staff Recommendation**

CPC Staff recommends **approval of APPLICATION FOR CONDITIONAL USE #CU-08-2021 to create additional office space at 116 Laqueneo Street subject to the following conditions:**

- **Vacate the north-south alleyway between 116 Laqueneo Street and 1011 N. Main Street**
- **Combine the parcels containing 116 Laqueneo Street and 1011 N. Main Street**

**ENGINEERING**

No Comment

**FIRE PREVENTION**

No Comment

**RECOMMENDATION**

CPC Staff recommends **approval of APPLICATION FOR CONDITIONAL USE #CU-08-2021 to create additional office space at 116 Laqueneo Street subject to the following conditions:**

- Vacate the north-south alleyway between 116 Laquino Street and 1011 N. Main Street
- Combine the parcels with 116 Laquino Street and 1011 N. Main Street

### **DISCUSSION**

Chrissy Montgomery from the Women's Resource Center was present to handle questions from the Commission.

Mayor Muryn asked if the applicant was comfortable with the conditions as presented. Ms. Montgomery confirmed that they were good with the conditions.

Matt Cordonnier clarified staff's recommendation. If in the future, the Women's Resource Center or another owner looked to sell 116 Laquino Street, the site would be lacking parking. The solution is to install parking on the current site, or to combine so they can share the parking with the site at 1011 N. Main Street. When the deed was recorded, it would need a statement reading that it cannot be sold separate from 1011 N. Main Street.

Dan Clinger noted that the aerial is not accurate in terms of parking. When he visited the site, he noted there are only 15 spaces at 1011 N. Main Street. Based on the square footage, Jacob Mercer confirmed that they would need eight spaces for 1011 N. Main Street and six spaces for 116 Laquino Street for a total of fourteen spaces.

Mr. Clinger asked if they would have clients at 116 Laquino Street. Ms. Montgomery stated the 1011 N. Main Street building would be the main site for them, and that they would only use 116 Laquino Street as supplemental office space and storage.

Mr. Clinger asked if it would not be better to have it rezoned rather than a conditional use. Mr. Cordonnier noted that if they granted the rezoning and did not have the required parking; it would not be compliant with the code in the future.

Mr. Clinger asked if it was okay for the combined parcel to have different zoning. Matt Cordonnier confirmed it was uncommon, but not an issue. There used to be hundreds of cases in the city like that, however it has been significantly reduced to a few dozen cases. Since they are both in the University Overlay, it will meet the standards of the code.

Mayor Muryn liked the proposed because it allowed conditions to be placed that would protect the character of the residential neighborhood surrounding the site.

### **MOTION**

Mayor Muryn made a motion to recommend **approval of APPLICATION FOR CONDITIONAL USE #CU-08-2021 to create additional office space at 116 Laquino Street subject to the following conditions:**

- Vacate the north-south alleyway between 116 Laquino Street and 1011 N. Main Street
- Combine the parcels with 116 Laquino Street and 1011 N. Main 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