

City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
Thursday June 16, 2022 – 9:00 a.m.

Minutes

MEMBERS PRESENT:

Mayor Muryn
Rob Martin
Jackie Schroeder
Dan Clinger

STAFF ATTENDING:

Matt Cordonnier, HRPC Director
Jacob Mercer, HRPC Staff
Jeremy Kalb, PE, City Engineer
Kevin Shenise, Fire Prevention
Erik Atkins, Zoning Administrator & Flood Administrator

GUESTS:

Dan Stone, Lindsay Kneale, Dave Bayliss, Cassandra &
Stewart, Paul Craun, Mitch Davis

CALL TO ORDER

ROLL CALL

The following members were present:

Mayor Muryn
Rob Martin
Jackie Schroeder
Dan Clinger

SWEARING IN

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

APPROVAL OF MINUTES

Dan Clinger motioned to approve the minutes for the May 11, 2022 meeting. Rob Martin seconded. Motion approved 4-0-0.

NEW ITEMS

- 1. APPLICATION FOR CONDITIONAL USE #CU-04-2022 filed by the Protech Rental Properties, 330 W. Main Cross Street, Findlay, Ohio, to convert 119 Madison Avenue into a duplex.**

Staff Comments

- 1. ALLEY/STREET VACATION PETITION #AV-04-2022 filed by Cassandra Stewart, 332 Cherry Street, to vacate a portion of the north/south alley between 332 and 336 Cherry Street.**

CPC STAFF

General Information

This request is to vacate a portion of the north/south alleyway between 332 and 335 Cherry Street between Cherry Street and Walnut Street. The alley also provides access to the parking lot of Tim & Tommy's Tavern, and the multi-family at 331 Walnut Street.

Staff Analysis

The applicant has driveway access onto the alleyway. All abutting property owners signed the petition. The remaining section of alleyway would still have access to the east/west alleyway that connects to Taylor Street.

Staff Recommendation

CPC Staff recommends that FCPC recommend ALLEY/STREET VACATION PETITION #AV-04-2022 filed by Cassandra Stewart, 332 Cherry Street, to vacate a portion of the north/south alley between 332 and 336 Cherry Street.

ENGINEERING

No Comment

FIRE PREVENTION

No Comment.

RECOMMENDATION

Staff recommends that FCPC recommend approval to Findlay City Council of ALLEY/STREET VACATION PETITION #AV-04-2022 filed by Cassandra Stewart, 332 Cherry Street, to vacate a portion of the north/south alley between 332 and 336 Cherry Street.

DISCUSSION

Charles Stewart was present on behalf of the application. He said that he and his wife moved to the area to take care of his wife's parents, who live at 336 Cherry Street. They applied for the alley vacation because his father-in-law uses a wheelchair and alley traffic goes through very quickly. They also have small children that play in the back yard, but the high traffic makes them afraid to leave them outside alone.

Mayor Muryn asked if they had discussed the request with the neighbors to the north. Mr. Stewart said that he discussed it with Tim & Tommy Hazelton who own the bar and they were fine with the request.

MOTION

Mayor Muryn motioned to **recommend approval to Findlay City Council of ALLEY/STREET VACATION PETITION #AV-04-2022 filed by Cassandra Stewart, 332 Cherry Street, to vacate a portion of the north/south alley between 332 and 336 Cherry Street.**

2nd: Dan Clinger

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

- 2. APPLICATION FOR SITE PLAN REVIEW #SP-12-2022 filed by the Family Resource Center, 1941 Carlin Street, to add a new drop-off drive in front and additional parking to the east of the building.**

CPC STAFF

General Information

This request to the east side of Carlin Street, just south of the Gay Avenue. It is zoned O-1 Office/Institution. To the west, it is zoned O-1 and C-2 Regional Commercial. To the east is commercial, and to the north 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 Neighborhood Commercial.

Parcel History

This site is the Family Resource Center. The building was built in 1980, and was last renovated in 2003. At the time of the renovation, they did their first parking lot expansion.

Staff Analysis

The proposed site plan would see a new front driveway that would loop the two entrances off Carlin Street. Along this driveway, they would also install an additional four handicap parking spots outside the southwest corner of the building. The driveway would be one direction going north, and the site plan notes that arrows would be painted on the ground to indicate the direction of traffic flow. Staff would recommend that the applicant consider an additional sign at the north end of the parking lot to discourage people using the north entrance of the loop.

While the building itself is not expanding, the applicant did increase the amount of foundation plants along the southeast corner of the building.

The northern parking lot would be extended to the east and wrap around the back of the building to the south. The expanded parking area would accommodate an additional eighteen (18) vehicles.

The applicant has requested a new curb cut onto Gay Avenue. Staff had a call from the neighbor saying that they were in favor of an additional curb cut. Sometimes people enter their property thinking was the entrance to the Family Resource Center. Off the curb cut, a new dumpster

enclosure would be constructed. Staff would note that the enclosure needs to be six feet in height and enclose the entirety of the dumpster.

Staff Recommendation

CPC Staff recommends **APPLICATION FOR SITE PLAN REVIEW #SP-12-2022 filed by the Family Resource Center, 1941 Carlin Street, to add a new drop-off drive in front and additional parking to the east of the building.**

ENGINEERING

Access –

The site will be accessed by the two existing drives off of Carlin Street and a new drive off of Gay Street. The existing drives will be updated with new pavement and will be widened out in the process. When replacing the drives, the sidewalk running through the drives will need to be compliant with ADA standards.

Water Service –

Utilizing existing service line.

Sanitary Service –

Utilizing existing service line.

Stormwater Management –

The stormwater will be directed to a new detention pond located on the north side of the property.

MS4 Requirements –

The site will disturb less than one (1) acre so the applicant will not need to comply with the City of Findlay’s Erosion & Sediment Control Ordinance.

Recommendations:

Approval of the Site Plan

The following permits may be required prior to construction:

- Drive/ Curb Cut Permit x 3
 - 55’, 55’, 50’
- Sidewalk Permit x 1
 - 385’
- Storm Sewer Tap Permit x1

FIRE PREVENTION

No Comment

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-12-2022 filed by the Family Resource Center, 1941 Carlin Street, to add a new drop-off drive in front and additional parking to the east of the building.**

DISCUSSION

Paul Craun, a consultant for the Family Resource Center, and Mitch Davis, from Garmann/Miller were present on behalf of the application. Mr. Craun said that the Family Resource Center was preparing to undergo a major interior renovation of the property. These exterior changes would help them accommodate these interior changes.

Dan Clinger asked how many staff are employed by the Family Resource Center. Mr. Craun was not sure but said they were shooting for between 65-70 parking spots. Dan Clinger confirmed it was at 75 parking spots. Matt Cordonnier added that the site plan had more than the required number.

Dan Clinger offered that they should consider adding some additional landscaping along the north side of the property. Mr. Craun said that some of that area is used in their detention, so they are limited with what they can do. Jackie Schroeder asked where their underground retention running towards. Mitch Davis said it flows to the north under Gay Street.

Mr. Clinger noted that there was not a sidewalk connection to one of the doors on the north side of the building. Mr. Davis said that it was to their mechanical room, but that they could add the connection.

Mr. Clinger asked if they submitted a photometric plan. Mr. Davis said that they were only adding a light on the flagpole, but that they had submitted their electrical plans with the submission.

MOTION

Dan Clinger motioned to **approval of APPLICATION FOR SITE PLAN REVIEW #SP-12-2022 filed by the Family Resource Center, 1941 Carlin Street, to add a new drop-off drive in front and additional parking to the east of the building.**

2nd: Jackie Schroeder

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

- 3. APPLICATION FOR SITE PLAN REVIEW #SP-13-2022 filed by Provision Living, 9450 Manchester Road, Suite 207, St. Louis Missouri, for the construction of a 2-story, 75 unit Assisted Living and Memory Care building, and 27 Independent Living Villas, at the southwest corner of S. Main Street and TR 145.**

CPC STAFF

General Information

This request is located at the southwest corner of the intersection of TR 145 and S. Main Street. It is zoned M-2 Multi-Family, High Density. To the north, it is zoned a mix of R-1 Large Lot Residential, R-4 Duplex/Triplex, C-2 General Commercial, and Liberty

Township RM-1 Multiple Family Residential. To the west, it is zoned M-2 Multi-Family, High Density. It is not located within the 100-year flood plain.

Parcel History

The site is currently vacant. In January 2022, the applicant went through the rezoning process to change from C-2 General Commercial to M-2 Multi-Family, High Density.

Staff Analysis

The applicant, Provision Living is proposing to construct a 2-story, 75 unit Assisted Living and Memory Care building, and 27 independent living villas on the site. The Assisted Living & Memory Care building would be located on the northeast corner of the site. The parking lot for this site will mainly be at the northeast corner of the building, but additional parking has been provided along the west side of the building as well. The building will include an interior courtyard for the residents.

The 27 independent living villas would loop around the remainder of the site. They have met the parking requirements with a few 5- spot parking lots provided around the facility for visitor parking. A 100-foot petroleum pipeline easement goes diagonally across the site. Inside the easement, they were able to add some additional recreation options for the residents, but could not place any villas within the easement itself. The applicant did go to the BZA last month and got a variance on the lot coverage since they exceeded the 40% lot coverage mark.

A landscaping plan was submitted with the site plan. It meets our standards for trees and foundation plants. A photometric sheet has been submitted as well and meets our standards.

A monument sign was indicated to be located in the northeast corner of the site. A separate permit will need to be submitted with the Zoning Department for the sign.

Elevations were submitted with the application. The villas and the Memory Care Building will be under the maximum for the M-2 district. Architecturally, they have included façade details that are both horizontal and vertical articulation.

Staff Recommendation

CPC Staff recommends approval of APPLICATION FOR SITE PLAN REVIEW #SP-13-2022 filed by Provision Living, 9450 Manchester Road, Suite 207, St. Louis Missouri, for the construction of a 2-story, 75 unit Assisted Living and Memory Care building, and 27 Independent Living Villas, at the southwest corner of S. Main Street and TR 145.

ENGINEERING

Access –

The site will be accessed by two new drives off of Main Street and a single drive off of Township Road 145. The site will utilize a roadway system to traverse from one drive to the next.

Engineering would like to see the sidewalk extended on TR145 to Main Street. When extending the sidewalk, the walk should line up with the existing walk that is located to the west of the site. When installing the driveway on TR145 the area where the walk should be will need to be within ADA standards.

Water Service –

The proposed plans are showing an 8-inch waterline to be looped throughout the site. There are two proposed taps to come off the 8-inch waterline. Engineering has a couple of comments for the waterline.

- Will this be a private or public line
 - If public, easements will need to be established
- To help with water flow throughout the loop Engineering would like to see one tap to come off of TR145 and the second tap to come off of S. Main Street. Right now if there was a main break on S. Main Street, which would essentially shut down that waterline as well.
- Add an additional fire hydrant to the southwest of the side over by CB No. 17.
- Three additional valves will need to be added to the tee for waterline isolation and for testing purposes.
- Is a master meter needed for each building or one for each living quarter?
- If an irrigation line is desired there will be a separate meter for that system.

Sanitary Service –

The proposed sanitary will be coming off of the existing sanitary sewer that is located on the south side of Madison Avenue.

Stormwater Management –

The stormwater will be detained by the onsite detention ponds located on the southeast side of the site.

MS4 Requirements –

The disturbed area is more than 1 acre so the applicant will need to comply with the City of Findlay's Erosion & Sediment Control Ordinance. Applicant has provided a SWPPP plan for the site.

Recommendations:

Approval of the Site Plan

The following permits may be required prior to construction:

- Water Tap Permit x2
- Water Service Taps x7 (possibly 28 pending on need)
- Sanitary Sewer Tap Permit x1
- Storm Sewer Tap Permit x2
- Curb Cut/ Drive Permit x 3
 - 75', 70', 75'
- Sidewalk Permit x1

- 530'

FIRE PREVENTION

- Add 1 additional hydrant in the Villa area

RECOMMENDATION

Staff recommends approval of APPLICATION FOR SITE PLAN REVIEW #SP-13-2022 filed by Provision Living, 9450 Manchester Road, Suite 207, St. Louis Missouri, for the construction of a 2-story, 75 unit Assisted Living and Memory Care building, and 27 Independent Living Villas, at the southwest corner of S. Main Street and TR 145 with the following condition:

- Add 1 additional hydrant in the Villa area (FIRE)
- Add sidewalk connectivity on the site (ENGINEERING)

DISCUSSION

Dave Bayliss spoke on behalf of the project, as his company is owner and operator of the proposed facility. He said that he had no issues with the proposed conditions.

Mayor Muryn asked if the waterline was meant to be public or private. Mr. Bayliss said that they planned on it being public. He said that he would work with the Engineer's Office regarding easements and the meter boxes.

Jackie Schroeder asked if they had conversations with the restaurant to the south of the site. Mr. Bayliss said they had not but they would reach out.

Dan Clinger asked about lighting on the patios. Mr. Bayliss said that they had residential outdoor lighting for illuminating the patio. They would not be floodlights. Mr. Clinger asked if they should have screening on the south property line to buffer the residential and commercial. Matt Cordonnier said that Level 2 screening would be appropriate between the districts. Typically the heavier use is the one who puts in the landscaping, but in this case, Mr. Cordonnier thought they would want to include additional landscaping to provide better screening for the residents.

Mr. Clinger asked if they had discussions about the Marathon gas line. Mr. Bayliss said they had given this approval subject to getting approved by City Planning Commission. They cannot put structures in the easement, but they can put pavement perpendicular to the gas line. That is why they have the pickleball courts located where they did.

MOTION

Mayor Muryn motioned to **approve the APPLICATION FOR SITE PLAN REVIEW #SP-13-2022 filed by Provision Living, 9450 Manchester Road, Suite 207, St. Louis Missouri, for the construction of a 2-story, 75 unit Assisted Living and Memory Care building, and 27 Independent Living Villas, at the southwest corner of S. Main Street and TR 145 with the following condition:**

- Add 1 additional hydrant in the Villa area (FIRE)
- Add sidewalk connectivity on the site (ENGINEERING)
- Add landscaping along the southern boundary of the site

2nd: Jackie Schroeder

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

4. APPLICATION FOR SITE PLAN REVIEW #SP-14-2022 filed by Fernco Dev. Ltd. & Norco Dev. Ltd., 101-403 6th Street, New Westminster, BC, Canada, for the construction of a self-storage facility on Lot 1 of Lakota Park

CPC STAFF

General Information

This request is located on the south side of Melrose Avenue, east of the proposed Lakota Drive. The site is zoned I-1 Light Industrial. To the north and east is a mix of C-2 General Commercial and I-1 Light Industrial. To the east is a mix of M-2 Multi-Family, High Density and MH Mobile Home. It is not located within the 100-year flood plain.

Staff Analysis

This project proposes a two-phase development to construct storage facilities. Phase one would include four (4) buildings totaling 42,706 square feet in size. Phase two would see an additional eight buildings, totaling 83,640 square feet. The first phase would align the buildings along the frontage of Melrose Avenue and Lakota Drive. The second phase would add a building to the south end to close off the site, as well as interior buildings. The site plan shows a 6-foot-high security fence around the site. The only entrance to the site will be off Lakota Drive.

The setbacks and heights of the buildings are within the standards for the I-1 district. The minimum building separation in the I-1 district though is twenty-five feet (25'). There are spots on site where the buildings are only separated by twenty-four feet (24') feet.

There is an existing tree line along the east side of the site which effectively screens the site to the east. No additional landscaping was indicated on the site plan. They will need to plant screening between the site and the M-2 that will eventually be added to the south of the site. Staff would recommend Level 3 screening Option 1, which states four (4) canopy trees and four (4) evergreen trees per one hundred lineal feet (100') of contiguous boundary with the conflicting zoning district or use.

Staff noted that there was a residential unit would be located on the second floor of Building A. To allow this, staff saw this as something that would need conditional approval from City Planning Commission.

Staff Recommendation

Staff recommends **APPLICATION FOR SITE PLAN REVIEW #SP-14-2022 filed by Fernco Dev. Ltd. & Norco Dev. Ltd., 101-403 6th Street, New Westminster, BC, Canada, for the construction of a self-storage facility on Lot 1 of Lakota Park with the following condition:**

- **Level 3, Option 1 screening along the south boundary of the site.**

ENGINEERING

Access –

Will be from a new drive coming off the east side of Lakota Drive.

Water Service –

Proposed plans are showing two fire lines and one domestic line to come off of the 8-inch waterline that will be installed as part of the Lakota Drive construction.

Sanitary Service –

Proposed plans are showing a new sanitary service to come off of the manhole that is located on the east side of Lakota Drive.

Stormwater Management –

Detention for the site will be achieved by the regional detention pond that is located to the south of the site.

MS4 Requirements –

The disturbed area is more than 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

The following permits may be required prior to construction:

- Water Service Tap Permit x3
 - 6-inch Fire Line (2)
 - 1.5-inch Domestic Line (1)
- Sanitary Sewer Tap Permit x1
- Storm Sewer Tap Permit x1
- Curb Cut/ Drive Permit x 1
 - 85'

FIRE PREVENTION

No Comment

RECOMMENDATION

CPC Staff recommends approval **APPLICATION FOR SITE PLAN REVIEW #SP-14-2022** filed by **Fernco Dev. Ltd. & Norco Dev. Ltd., 101-403 6th Street, New Westminster, BC, Canada, for the construction of a self-storage facility on Lot 1 of Lakota Park with the following condition:**

- **Level 3, Option 1 screening along the south boundary of the site (HRPC)**
- **Residential unit only be used by an employee (HRPC)**

DISCUSSION

Dan Stone of Van Horn, Hoover and Associates was present for the application. This applicant had presented some concepts along with the rezoning in the past. Mr. Stone confirmed the living quarter was intended to be used for the on-site manager. The operators have facilities around the country that have this model. Rob Martin asked Kevin Shenise if the residential unit altered the comments from fire prevention. Mr. Shenise said it did not.

Dan Clinger asked about the exterior materials. Dan Stone said that the walls would be block material with insets. The doors would be faux features just to give the wall some architectural detail. When the full construction drawings are submitted, they will have the final colors attached.

Dan Clinger asked if there would be landscaping on Lakota Drive. Dan Stone said that they would have foundation landscaping and landscaping on the three sides along the north, west, and south sides.

Dan Clinger asked when they would look to do phase two. Dan Stone said they would get the pads all set up so that they could flow from the end of phase one into phase two. The gravel parking in the back will have spots for boats and RV, which is consistent with other storage facility projects. Dan Stone confirmed there would be wrought iron fencing linking between the buildings. The east side would have chain link fence, enclosing the site. Matt Cordonnier asked if they would have wire on top, but Dan Stone said they would not.

Dan Clinger asked if the City had approved Lakota Drive. Matt Cordonnier said it was included with the plat. The final plat is still being worked out, but would be submitted soon. Dan Clinger asked if a left-turn only lane would be appropriate for the site. Dan Stone said that was something they could work out with the City in the future.

MOTION

Dan Clinger motioned to **approve APPLICATION FOR SITE PLAN REVIEW #SP-14-2022 filed by Fernco Dev. Ltd. & Norco Dev. Ltd., 101-403 6th Street, New Westminster, BC, Canada, for the construction of a self-storage facility on Lot 1 of Lakota Park with the following condition:**

- **Level 3, Option 1 screening along the south boundary of the site (HRPC)**
- **Residential unit only be used for an employee (HRPC)**

2nd: Rob Martin

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

- 5. APPLICATION FOR SITE PLAN REVIEW #SP-15-2022 filed by Reingard Enterprises, 409 S. Main Street, for the construction of a new 100,000 square foot warehouse on Lot 3 of the Tall Timbers 3rd Addition.**

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.

Parcel History

This is currently vacant. It went through Preliminary Plat in September 2021.

Staff Analysis

The applicant has requested to build a new 100,000 square foot warehouse on the site. A gas easement goes diagonally through the lot. The proposed building and future addition would be to the southwest of the easement.

Parking in the I-1 district requires 1.1 parking spots per employee during peak shift. The site plan indicates that there are 21 parking spots. This would accommodate 19 employees during the peak shift.

The building height was not indicated on the site plan. Staff would remind them that the I-1 district standards allow buildings up to sixty feet.

Staff Recommendation

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-15-2022 filed by Reingard Enterprises, 409 S. Main Street, for the construction of a new 100,000 square foot warehouse on Lot 3 of the Tall Timbers 3rd Addition with the following condition:**

- **Approval and recording the Final Plat.**

ENGINEERING

E Access –

Will be from a new drive coming off the Industrial Drive Cul-de-Sac.

Water Service –

Proposed plans are showing one fire line and one domestic line to come off of the 12-inch waterline that will be installed as part of the Industrial Drive Cul-de-Sac construction.

Sanitary Service –

Proposed plans are showing a new sanitary service to come off of the manhole that is located on the east side of Industrial Drive.

Stormwater Management –

Calculations were submitted as part of the application and the proposed detention report complies with the City of Findlay Standards.

MS4 Requirements –

The disturbed area is more than 1 acre so the applicant will need to comply with the City of Findlay's Erosion & Sediment Control Ordinance.

Recommendations:

Conditional Approval of the Site Plan

The following permits may be required prior to construction:

- Water Service Tap Permit x1
 - 6-inch Fire Line (1)
 - 2-inch Domestic Line (1)
- Sanitary Sewer Tap Permit x1
- Storm Sewer Tap Permit x1
- Curb Cut/ Drive Permit x 1
 - 75'

FIRE PREVENTION

Add additional hydrant on the East side of the building

RECOMMENDATION

CPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-15-2022 filed by Reingard Enterprises, 409 S. Main Street, for the construction of a new 100,000 square foot warehouse on Lot 3 of the Tall Timbers 3rd Addition with the following condition:**

- **Approval and recording the Final Plat (HRPC)**
- **Add additional hydrant on the East side of the building (FIRE)**

DISCUSSION

Dan Stone of Van Horn, Hoover and Associates was present for the application.

Jackie Schroeder asked what the status of the final plat and construction plans. Dan Stone said the construction plans have been approved by the Engineer's Office, and they just needed to get the final plat approved.

Dan Clinger asked if they could expand the site. Dan Stone said they could expand to the south, as shown on the site plan, but they could also add another 200,000 square foot building in the northeast corner of the site. Unfortunately the gas line really cuts the site in two. They have the ability to get water and sewer across the site, but they cannot have a building in that area.

Jacob Mercer asked if they were removing any of the trees from the lot to the west. Dan Stone said they might need to remove some branches, but that they would not be removing any of the trees.

MOTION

Dan Clinger motioned to **approval of APPLICATION FOR SITE PLAN REVIEW #SP-15-2022 filed by Reingard Enterprises, 409 S. Main Street, for the construction of a new 100,000 square foot warehouse on Lot 3 of the Tall Timbers 3rd Addition with the following condition:**

- **Approval and recording the Final Plat (HRPC)**

- **Add additional hydrant on the East side of the building (FIRE)**

2nd: Rob Martin

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

After the vote, Mayor Muryrn adjourned the meeting.