

City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
Thursday February 9, 2023 – 9:00 a.m.

Minutes

MEMBERS PRESENT:

Mayor Muryn
Rob Martin
Dan DeArment
Jackie Schroeder
Dan Clinger

STAFF ATTENDING:

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

GUESTS:

Justin Lobdell, Dean Miracle, Greg Burks, Erik Stearns, Dan Stone, Jeff Stratton, Brett Gies, Commissioner Tim Bechtol, Councilman Grant Russel, Lou Willin

CALL TO ORDER

ROLL CALL

The following members were present:

Mayor Muryn
Rob Martin
Dan DeArment
Jackie Schroeder
Dan Clinger

SWEARING IN

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

APPROVAL OF MINUTES

Dan DeArment motioned to approve the minutes for the January 12, 2023 meeting. Jackie Schroeder seconded. Motion approved 5-0-0.

TABLED ITEM

- 1. APPLICATION FOR SITE PLAN REVIEW #SP-02-2023 filed by Nickolas Asset Management LLC to revise the site plan for a self-storage unit facility located at 3640 Marathon Way.**

CPC STAFF

General Information

This request is located inside the circle created by Speedway Drive and Marathon Way. It is zoned I-1 Light Industrial. To the south and east is also zoned I-1. To the north and west is zoned C-2 General Commercial. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designates the area as Regional Commercial.

Parcel History

This site has been developing storage units in phases since 2013.

Staff Analysis

In July 2020, the site plan for phases 7-9 went through City Planning Commission. Phase 7 included 5 buildings in the center area of the parcel plus a stone lot in the northeast corner of the parcel. A new access point from the west side on Speedway Drive is proposed in this phase also. Phase 8 contains 6 units at the south end of the parcel and a new access from the south onto Speedway Drive. Phase 9 is in the northwest corner of the parcel and has 2 new buildings. Setbacks and spacing between buildings meet all requirements.

Outdoor Storage in I-1 was granted as a Conditional Use during that meeting with the condition for the site plan that screening be extended along the east side of the property.

At the January 12, 2023 meeting, the request was to modify the sidewalks on the site. The proposal last month would have seen the sidewalks connect to the existing sidewalk on Speedway Drive, taking it down the east side of the site, and connecting to the sidewalks at the Cube. After discussions with the City Engineer, it was determined that the sidewalk could go across the street rather than having sidewalks on this site. This would alleviate the need to have people crossing the street twice to get to use the sidewalks.

The other changes to the site plan involve the fencing and the landscaping. The fencing has been removed from the site plan. The applicant indicated that they are unable to add fencing inside their easement area going diagonally along the north side of the site. To help improve the visual barrier, the applicant would increase the landscaping on the north and east side. The west side would still have landscaping, but it would be less dense.

Staff Recommendation

CPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-02-2023 filed by Nickolas Asset Management LLC to revise the site plan for a self-storage unit facility located at 3640 Marathon Way.**

ENGINEERING

- No Additional Comments
- Engineering Department agrees with the sidewalk layout on the east side in the City right-of-way. The Engineering Department will work with the consultant and developer to finalize the curb ramp locations.

FIRE PREVENTION

- No Comment

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-02-2023 filed by Nickolas Asset Management LLC to revise the site plan for a self-storage unit facility located at 3640 Marathon Way.**

DISCUSSION

Dan Stone and Jeff Stratton were present on behalf of the application. Mr. Stone commented he would work with the Engineer's Department to work on the installation of the sidewalk on the east side of the street rather than on the site itself. He added the plan now includes additional screening that will look more aesthetic for the people entering this area. There will be a 3-foot tall mound on the north side of the site, with 6-8 foot tall trees that will grow to 9-11 foot tall visual barrier from the site. They proposed that this would screen campers better than a fence. They are working with the City to position a wayfinding sign on the north side that will direct people toward Miracle Field and the Cube. The main issue has been that a smaller gas company has not allowed them to put any fencing or landscaping inside their easement area.

Dan DeArment asked if the mounding would be in the easement area. Mr. Stone said that the mound would stretch the length of the north side, until it hits the easement area. The mound would pick up to the south of the easement and run along the east side of the property. Mr. Stone added AEP was fine with the landscaping as long as they were capping the height of the trees. Jeff Stratton added that the gas company charged them an "engineering fee" to hold a meeting to discuss putting landscaping and mounding in the easement, which they denied them the ability to do so.

Dan Clinger asked if it was all stone in the outdoor storage area. Mr. Stone said that the area would be impacted gravel in that area. Mr. Clinger was concerned that they would need to move the entrance if that area was unable to be paved. Mr. Stone said this was not a concern for them.

Mr. Clinger asked how dense the landscaping would be on the north side. Mr. Stone said it would be edge-to-edge so there are not any gaps. Jeff Stratton added all of the plantings are evergreen, except for the hydrangea around the wayfinding signage.

Mayor Muryn said she appreciate the applicant's willingness to work with the City on this project. She liked that they were happy to have the additional screening and thought the sidewalk solution on the east side would be nicer with the pond on that side of the road anyway.

Mr. Clinger asked if the existing sidewalk on the site would remain on the site. Jeff Stratton said they probably would be taking it out. Mr. Clinger asked if there would be any vehicles located along the east side. Jeff Stratton said that U-Haul has a trailer in the photo but it would not be typical. They do not rent any spots on that side of the site.

Dan DeArment asked what the timeline would be for completion. Jeff Stratton said they could start a few weeks, once the weather breaks.

MOTION

Mayor Muryn made motion to **approve APPLICATION FOR SITE PLAN REVIEW #SP-02-2023 filed by Nickolas Asset Management LLC to revise the site plan for a self-storage unit facility located at 3640 Marathon Way.**

2nd: Rob Martin

VOTE: Yay (5) Nay (0) Abstain (0)

NEW ITEMS

- 1. APPLICATION FOR SITE PLAN REVIEW #SP-03-2023 filed by Erik Stearns for a 28,000 square foot commercial building at parcel #020001006983 in Allen Township.**

CPC STAFF

General Information

This request is located on the west side of Township Road 142 between CR 99 and TR 107 in Allen Township. It is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the area as Industrial.

Parcel History

The site is currently used for agriculture.

Staff Analysis

Mr. Stearns plans to split 16 acres from the neighbor to the south to expand his business, Dicks Auto Salvage, at 4404 TR 142. On the site, he will be constructing a 28,000 square foot commercial building. This will serve as additional office space and work space for the business. The site will also include a parking lot to accommodate 20 vehicles. There are 31 foundation plantings clustered on the east side of the building. Staff has no concerns with the site plan as proposed.

Staff Recommendation

CPC Staff recommends approval of **APPLICATION FOR SITE PLAN REVIEW #SP-03-2023 filed by Erik Stearns for a 28,000 square foot commercial building at parcel #020001006983 in Allen Township.**

ENGINEERING

Access –

The proposed building will have access from a new drive approach off of Township Road 142. A driveway permit will need to be obtained from the Hancock County Engineer.

Water Service –

The site is proposing two separate service taps for the site. The proposed building will be utilizing an 8-inch waterline for the fire line and a separate domestic line. Consultant will need to verify the size of the domestic line prior to approval of the tap permit.

Sanitary Service –

The proposed sanitary service will connect to the existing sanitary sewer located at the east side of the property.

Stormwater Management –

Since the property is located outside of the City Limits, the applicant does not need to comply with the City of Findlay detention requirements. Would like a copy of the detention calculations for our records, in case they are needed for any future development.

MS4 Requirements –

Since the property is located outside of the City Limits, the applicant does not need to comply with the City of Findlay’s Erosion & Sediment Control Ordinance, they will still need to comply with all OEPA requirements for a construction project.

Recommendations:

Approval of the Site

The following permits may be required prior to construction:

- Sanitary Sewer Tap Permit x1
- Waterline Service Tap Permit x 2

FIRE PREVENTION

No comment

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-03-2023 filed by Erik Stearns for a 28,000 square foot commercial building at parcel #020001006983 in Allen Township.**

DISCUSSION

Matt Cordonnier reminded the Commission that since the site is in Allen Township, we are only reviewing whether we should provide them city utilities. Mr. Clinger asked if the function of the building is a pertinent issue. Mr. Cordonnier responded that they cannot apply things like screening requirements or drainage calculations. The only concern is about connection to the service.

Mr. Clinger asked if the swale on site were constructed. Mr. Stearns said it was and that the water flows along the site to the existing detention pond.

Mr. Clinger asked if the acreage behind would be used for auto storage. Mr. Stearns said he did not have any plans for that.

Mr. Clinger asked if they had truck access to the site. Mr. Stearns confirmed the salvage yard would not shift to this site, and that this was only for the building and office space.

MOTION

Dan Clinger made a motion **to approve APPLICATION FOR SITE PLAN REVIEW #SP-03-2023 filed by Erik Stearns for a 28,000 square foot commercial building at parcel #020001006983 in Allen Township.**

2nd: Dan DeArment

VOTE: Yay (5) Nay (0) Abstain (0)

- 2. APPLICATION FOR CONDITIONAL USE #CU-02-2023 filed by Justin Lobdell, 121 Bluebonnet Dr., to re-establish an automotive sales business at 208 N. Main Street.**

CPC STAFF

General Information

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

Parcel History

The site is currently vacant after Snyder's Auto Mart closed.

Staff Analysis

Mr. Lobdell plans to re-establish an auto sales business at 208 N. Main Street. The use has been discontinued for more than two years, which requires a conditional use to re-establish. The site has a 1,206 square foot commercial building from the previous business. It used to abut a neighboring building, but that building was demolished as part of flood mitigation efforts.

In general, when reviewing conditional use requests, we consider the following:

(1) Will be harmonious with and in accordance with the general objectives or with any specific objective of the Findlay Zoning Code of current adoption;

(2) Will be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area;

(3) Will not be hazardous or disturbing to existing or future neighboring uses;

(4) Will not be detrimental to property in the immediate vicinity or to the community as a whole;

(5) Will be served adequately by essential public facilities and services such as highways, streets, police, and fire protection, drainage structures, refuse disposal, and school; or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such service.

Staff has concerns about the operating of an automotive sales business on such a small parcel. The lot is only 54 feet wide, by 200 feet deep. As shown on the 2019 aerial, the previous owner parked as many cars on the site as he could, and then his overflow inventory went on the property directly to the west of the site. This often led to cars parked on unimproved lots. This overflow area is no longer an option, as the ownership of those parcels have changed.

While staff recommends denial, the CPC could grant approval with conditions. Some appropriate conditions would include:

- Limit on the number of vehicles on site and a requirement for visitor parking spots being available.
- Removal of the non-conforming signage with appropriate signage.

Staff Recommendation

CPC Staff recommends denial of **APPLICATION FOR CONDITIONAL USE #CU-02-2023** filed by **Justin Lobdell, 121 Bluebonnet Dr., to re-establish an automotive sales business at 208 N. Main Street.**

ENGINEERING

No Comment

FIRE PREVENTION

No comment

RECOMMENDATION

Staff recommends denial of **APPLICATION FOR CONDITIONAL USE #CU-02-2023** filed by **Justin Lobdell, 121 Bluebonnet Dr., to re-establish an automotive sales business at 208 N. Main Street.**

DISCUSSION

Justin Lobdell and Dean Miracle were present on behalf of the application. Mr. Lobdell is the applicant and Dean Miracle is his father-in-law and owns a small vehicle sales business in town. Mr. Lobdell started by saying that they tried to measure on site and think they can fit 35 parking spots given the dimensions that have been provided. This would allow 30 vehicles for sale, 3 visitor spots, and 2 employee spots. This would also leave room for a 14-foot drive aisle at the back of the lot. The intent is to sell 15 vehicles per month. The previous owner, John Snyder, focused on quantity over quality. Mr. Lobdell plans on 12-15 vehicle sales, so his focus is on quality over quantity.

Mr. Clinger asked where the visitor parking would be located. Mr. Lobdell proposed to have them located behind the building. They would look to resurface the blacktop, parking lot striping, and add appropriate signage to direct customers where to park. Based on the proposed volume of sales monthly, there shouldn't be need for additional customer parking on site.

Mr. Clinger asked staff if there was off-street parking in front of the building on Meeks Avenue. Jeremy Kalb confirmed that there was, it just has crumbling curbs.

Dan DeArment asked if there was a customer bathroom in the existing building. Mr. Lobdell said that there was, along with a small office and vehicle bay.

Dan DeArment asked the Mayor, with the plans for a future park just south of the site, how does this proposal fit. Mayor Muryn said she was conflicted because she wants to encourage more business, however she was worried about the fit on this particular site. From the City standpoint, they are planning on making a large investment just to the south of the site, from the river north to Clinton Court, so there is a gap between the park and this site though. She thinks that it is a great property, but preferably something more complimentary with the proposed park. She noted that the old business was concerning because it focused on quantity rather than quality.

Mayor Muryn asked Justin Lobdell what types of vehicles would be sold. He said the cars would be 2-3 years old, with some factory warranty left on the vehicles. There would be a range in cars and SUV's. He noted that he has 17 years' experience working at a Dodge Chrysler dealer in Toledo, which was a 5 million dollar building and had a huge inventory. He wanted to maintain that idea of having quality vehicles rather than quantity. He is also prepared to make improvements to the building to improve the aesthetic for the downtown area.

Mayor Muryn said that if it were approved, the conditional use is revocable. One of the things that they will be keeping an eye on is how many vehicles are parked on the site. If they start to notice them overflowing on the site, that is something that could trigger revoking the conditional use. Mr. Lobdell said he understood and did considerable research to ensure that he could meet his sales target. He thought 25-35 cars on site would allow him to meet that.

Rob Martin asked if there would be any vehicular service performed in the building. Mr. Lobdell said that no mechanical work at all would be done on site. The bays in the building would allow them space to prepare the car for sale, like vacuuming out the vehicle and washing the car.

Jackie Schroeder asked what the plan was for signage for the site. Mr. Lobdell said that he was willing to work with City on finding a good solution for signage. He asked why the sign was deemed non-conforming. Erik Atkins said that it was the size and location. Once the business ended, the sign was required to come down within 30-60 days. Mr. Lobdell said that was fine. He was curious about the sign just up the street at Taco Hinojosa was able to keep their sign with replacement panels. Mr. Atkins said that the sign on the Snyder property hangs over the right-of-way. Mr. Lobdell said that he was fine to remove the sign and he would utilize wall signage.

Rob Martin asked how we would ensure the parking would fit on the site. Mr. Lobdell said he was going to restripe it to meet the standard.

Mr. Clinger asked if he was the owner of the site. Mr. Lobdell said that he was leasing, and it would be at least a one-year lease. Mayor Muryn did want to prepare Mr. Lobdell that they were hoping that construction on the park site, so be prepared for a bit dust in the area.

She asked staff if they had concerns about the proposed parking layout. Jeremy Kalb said it will be tight maneuverability but that he thought arrows would help direct traffic one direction through the site. Mr. Lobdell said that wouldn't be an issue.

Mr. Clinger asked if there was a dumpster. Mr. Lobdell said there wasn't but he planned to include a 4 feet by 3 feet dumpster behind the shed. Matt Cordonnier said that the dumpster would need to be enclosed, so he might want to reconsider having a dumpster.

Mr. Clinger asked if being in the floodplain was an issue for the site. Mr. Lobdell said they would only have a few desks in the office, but there wouldn't be any tool storage. They would just need to plan on moving the vehicles in preparation for a flood event. Mr. Atkins asked if they had interior renovations planned. Mr. Lobdell said that they were looking to update the office space with paint, and update the trim, but the total improvements would only total \$5000. Mr. Atkins warned them that since it is in the floodplain, FEMA has restrictions on how much of the building can be updated. Only half the total value can be improved and they currently value it at \$12,000. If they exceed that number, they would need to be floodproof the structure.

Matt Cordonnier noted for everyone that this is in the Downtown Design Review District, so any exterior changes will need to go before the board. Mr. Lobdell said that he was aware and that he actually tried to get information on that before Jacob Mercer gave him information about Planning Commission.

Rob Martin said he was with the Mayor on wanting to encourage business in our community, but he was stuck on the fundamentals of what a conditional use requires. He worries that the business does not seem harmonious with the future development park just south. It is billed as the Living Room of the Findlay. The car dealership might be a good use, but he was concerned that having this next to the park and asked if there are other sites in the city. Mr. Lobdell said there was not, but hoped that they were buffered enough to the north to not be a problem.

Mr. DeArment asked if they could give a formal review of the site in 2 years. Mayor Muryn said that to do that there would need a reason for them to be reviewing. At this point, the park plan is that south of Clinton Court would be parking and a skate park. As long as the applicant upholds their end of the bargain, every living room has a garage. The garage does need to be kept clean though.

Mr. Clinger asked if a fence would be a reasonable request for the south end of the site. Mr. Atkins said that the fence would not count against the FEMA total. Mayor Muryn said she would prefer landscaping to a fence. Mr. Clinger worried that there was not enough room for decent landscaping, but thought a fence would at least screen the site. Mr. Atkins noted it would need Downtown Design Review Board would need to approve it. He agreed that landscaping would be beneficial to the flood zone.

Mr. Lobdell said he does have intention to purchasing the site in the next 24-36 months if all goes well and would like to keep working with the City to meet all the rules.

Mr. Cordonnier encouraged the Commission to be as specific as possible on conditions. He takes walks on N. Main Street and he often sees cars parked along Meeks Avenue and it usually seems crowded. He thought 35 vehicles seemed like a high number, but he did want to be sensitive to the business needs.

Mr. Martin asked when that street is redone, could they replace curb. Mr. Kalb said that they could work with them in the future on that. They want to get through all the construction projects first. Mr. Miracle that they did measure the spots and noted that they could fit the parking spots on site. Matt Cordonnier suggested a condition could be to have staff review a striping plan before a conditional use was approved.

Mayor Muryn noted in the aerial photo there was 28-29 vehicles on site and it seemed crowded. She thought they need to restrict the number to 30. Jackie Schroeder asked if when they are getting their striping plan approved, could they increase the number if they can. Mayor Muryn said she

wanted to keep the maximum as 30 because she did not want to have cars crammed on site like they used to.

MOTION

Mayor Muryn made a motion **to approve APPLICATION FOR CONDITIONAL USE #CU-02-2023 filed by Justin Lobdell, 121 Bluebonnet Dr., to re-establish an automotive sales business at 208 N. Main Street with the following conditions:**

- **Have a striping plan for no more than 30 vehicles approved by the City Engineer**
- **Removal of the non-conforming signage**

2nd: Rob Martin

VOTE: Yay (5) Nay (0) Abstain (0)

2. **APPLICATION FOR SITE PLAN REVIEW #SP-04-2023 filed by the Hancock County Commissioners for a new judicial center to be located at 209 W. Main Cross Street.**

CPC STAFF

General Information

This request is located on the south side of W. Main Cross Street between S. Cory Street and the first north/south alley to the west. It is zoned C-3 Downtown Commercial. All surrounding parcels are also zoned C-3. The parcel is located within the 100-year floodplain. The City of Findlay Land Use Map designates the area as Downtown.

Parcel History

The site is currently a parking lot.

Staff Analysis

This is the updated site plan for the new three-story judicial center. The plans for a new judicial center originally went to Planning Commission in June 2020. At the time, the conditions for approval were to improve the circulation of the parking in the rear, add a fire hydrant, and work with engineering staff on water/sewer connections.

This updated site plan has addressed those issues. There is a new fire hydrant located near the southwest corner of the building. The parking has changed from the 90-degree angle spots to 45-degree angled parking. The drive aisle has been changed to one way, with the south side of the drive having parallel parking. There will be a six-foot high security fence to enclose the parking lot. The material has not been finalized, but the intent is to block the view of the parking lot. There will be a security gate for both vehicles and pedestrians to enter this area. The parking off the "Sheriff Office" Alley will be for the use of the Sheriff's Office. They park some of their vehicles on this site long-term, as well as provide parking spots for their employees.

The area in front of the building has changed a bit from the original proposal. The front entrance is now set back off W. Main Cross Street. This was a request to allow people waiting for the court to gather briefly before entering the building. This setback means that they will need a variance from the BZA to allow them to be further than 5 feet from the right-of-way. While they do not meet the standard for C-3, they are trying to meet the intent of the standard and staff is supportive of the variance request.

The design of the building meets the architectural standards of the zoning code. As requested from the previous design, the streetscape is set to match the existing fixtures along W. Main Cross Street. The aesthetics were approved by the Downtown Design Review Board meeting on February 8th.

Staff Recommendation

CPC Staff recommends approval of **the APPLICATION FOR SITE PLAN REVIEW #SP-04-2023 filed by the Hancock County Commissioners for a new judicial center to be located at 209 W. Main Cross Street with the following conditions:**

- **Receive a variance from the BZA for the setback**

ENGINEERING

Access –

The site will be redeveloped to incorporate access to the site from the alley west of the site. This will be a one way drive that will extend to a second curb cut onto Cory Street.

Looking at the sidewalk design it appears that there is no curb ramp for the drive that goes out on Cory Street. From the grading plan it appears that the proposed curb will remain as a high curb through the sidewalk.

Water Service –

The current waterline design will create a dead end line at the south side of the property that will not be able to be extended in the future. To help with flow and water quality it is desired to place the waterline on the west side of Cory Street and have the taps come through the proposed drive approach. With this design the proposed fire hydrant at W. Main Cross Street can be eliminated, if desired, and the hydrant on the south side can be placed in the proposed island. The line can be capped at the end and this will give the City the opportunity to loop the waterline system.

A couple of notes on the proposed services:

- The 6-inch fire line will need to have a valve on the service side of the tee.
- The City does not perform 3-inch taps, so a 4-inch or a 2-inch will be made then the contractor will need to adjust to the tap size with appropriate fittings if a 3-inch line is desired.

Sanitary Service –

The proposed sanitary service will connect to the existing sanitary sewer located at the rear of the property.

Maintenance of Traffic-

Due to the location of the proposed utility taps and curb work, the contractor will need to supply a MOT plan for the City’s review. The contractor will be responsible for all MOT signage and implementation.

Storm Water Management –

Since the site will be removing impervious areas and incorporating pervious

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. As part of the plans the developer has submitted a BMP and Erosion Control Plan.

Recommendations:

Conditional Approval of the Site:

- Consultant to work with Engineering on the waterline layout
- Verify that all sidewalks are within ADA specifications.
- Contractor to work with the City on the MOT for W. Main Cross and Cory St.

The following permits may be required prior to construction:

- Sanitary Sewer Tap Permit x1
- Storm Tap Permit x2
- Waterline Tap Permit x 1
- Waterline Service Tap Permit x2
- Curb Cut Permit x1
- Sidewalk Permit x1

FIRE PREVENTION

- Be sure to obtain all proper permits for construction.

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-04-2023 filed by the Hancock County Commissioners for a new judicial center to be located at 209 W. Main Cross Street with the following conditions:**

- **Receive a variance from the BZA for the setback (HRPC)**
- **Consult to work with Engineering on the waterline layout (ENGINEERING)**
- **Verify that all sidewalks are within ADA specifications (ENGINEERING)**

- **Contractor to work with the City on the MOT for W. Main Cross Street and Cory Street (ENGINEERING)**

DISCUSSION

Brett Gies from RCM Architects Inc, Dan Stone from Van Horn, Hoover, & Associates Inc., and Commissioner Tim Bechtol were present on behalf of the application. Mr. Stone started with saying they are working with Fire and Engineering about the water connection. He noted that with the location of the FDC, they would have to have two crosses. Unfortunately the waterline is located where we would need to shut down W. Main Cross Street when the time comes, but they will work with the City on those details.

Mayor Muryn said she was glad to see the project moving forward. One concern that she had was that this would remove a large amount of parking that is currently being used by City and County employees. She wanted to know if there was a long-term plan on where to place those. Mr. Gies said that the parking plan was not a part of the scope of work. He did note that the C-3 Downtown Commercial District does not have a parking requirement. Mayor Muryn noted she was aware of the standard, however her concern is this will eliminate parking for 200 City and County employees. She understood there was a short-term parking plan in place for these spots, but she asked again if there was a long-term plan. Commissioner Bechtol said there is no long-term plan at the moment. He pointed out that the west side of the site used to be a building that was known as the Media One Building and it managed to function with just the parking lot on the east side of the site. There is a parking lot just south of the Library. He thought that the Commissioners had made an effort to address parking, but there is not a long-term plan. While Mayor Muryn appreciated that, she reiterated there needs to be long-term solution for the parking. She liked the renderings and appreciated their willingness to create a cohesive building to house all those departments.

Dan DeArment asked if there was a west elevation drawing included. Mr. Gies said that they did not. Mr. DeArment asked if the Commission members could get bigger plans to review in the future. Mayor Muryn just asked staff to send out an electronic copy in the future, rather than just the paper copy.

Mr. Clinger asked Matt Cordonnier what the setback was for the building. Matt Cordonnier said that there was a nice rule in the C-3 district that requires the building have 60% frontage on the right-of-way line to create a cohesive building wall. In this case however, they are seeking a variance because it is setback 20 feet off the right-of-way, which is the same distance as the post office. This would protect the view of the County Courthouse as you travel along W. Main Cross Street.

Mr. Clinger asked what was the parking area that was behind the fencing. Mr. Gies said it was for staff and employees. Mr. Clinger asked what the two structures east of the fenced area were. Mr. Gies confirmed that they were dumpsters. Mr. Clinger asked if those could be enclosed since they

were pretty close to the sidewalk. Mr. Gies said that options were limited for the maneuverability of the trash pickup vehicles. He added it is not facing residential and it is adjacent to the police station across Cory Street. Matt Cordonnier added that staff did look at that, but were comfortable with the location and not having it enclosed.

Mr. Clinger asked if Adult Probate Court would be housed in the building. Mr. Gies said it would and the interior is coordinated so that they can only enter through the front, move through the court areas, and exit out the west. They have a door in the back that will allow Sheriff's to walk prisoners into the secured area of the building. The maintenance staff will also have access to the fenced in area. The vehicles will be able to enter through a gate with an employee card, which would close behind them. Traffic would be one direction west to east. On the east side, there is a weighted pad that will activate the gate on the far end to allow employees to leave the site.

Erik Atkins noted that they will need to get a variance on the dumpster enclosure.

Mr. DeArment asked if they had a fencing material. Mr. Gies said the fencing will be solid, but act more as a visual deterrent rather than a traditional barbed wire fence. Mayor Muryn asked if the fencing was discussed at Design Review Board. Matt Cordonnier said that it was not discussed directly other than it was mentioned that there would be a fence. She asked if there was a material, they could look up to get an idea. Mr. Gies said it would be aluminum in nature and be solid in nature. It would be six feet in height, but they need to confirm with the national court advisor. Mayor Muryn just wanted to ensure that

Mr. DeArment asked if the drawings were close to final. Mr. Gies said that they have been meeting with a committee to discuss the design. He put it at over 50% confirmed. They will also need to work with the contractors to finalize the plans.

Mr. DeArment asked about the parking spaces at the south end of the site. Mr. Gies said the Sheriff's Office would continue to utilize those spaces. Currently, Sheriff employees who live outside the county are not allowed to take their squad cars home at night, so they need parking spots. They also have some trailers and other vehicles which require parking spaces. He noted there are two power poles that will remain, and the spots are striped to protect the spaces.

Mr. DeArment asked which door would they use to move prisoners. Mr. Gies noted that they would enter the fenced in area and enter through a door on the rear. He couldn't be more specific because of the nature of the activities inside the building. Mr. DeArment asked where would court visitors park. Mr. Gies noted there were off-street parking spots in front of the building which could be utilized. He noted that some of the parking on the east side of Cory Street could be opened to public parking.

Mr. Clinger asked if there was a final plan of the existing building located across Cory Street. Commissioner Bechtol said there was many additions to the building and that the old church is the

most structurally sound part of the building. He would recommend the additions would be torn down.

Rob Martin asked if there would need to be a parking ratio for the building. Matt Cordonnier confirmed that with C-3 there is no parking requirement. If there were a parking ratio, nothing would be built in the style of a traditional downtown. Commissioner Bechtol noted that the Marathon Performing Arts Center has an agreement with the Commissioners to utilize the NW corner of the parking lot during the construction period. That parking lot is the least used during the business day. The County also owns a parking lot just north of the Library on Front Street that is infrequently used as well.

Jeremy Kalb went back to the parking in the front of W. Main Cross Street, he asked if they could keep the boxed out the parking spots. Mr. Gies said that they were keeping them since it was there. Mr. Kalb said that one big box is all that would be required rather than individual striped stalls. Mr. Clinger asked if the court security advisor had concerns about keeping those spots. Mr. Gies said they did express concern, but that they pushed back due to the parking situation. That played into them needing to set the building back for those security concerns. He noted that the first floor is 20-30 inches above the grade of the sidewalk to help with those concerns as well as lift the building out of the floodplain.

Erik Atkins said he would need documentation on that for the flood development permit. Erik Atkins asked if there was a way to get the whole building out of the floodplain. Mr. Stone said that they would do a Letter of Map Revision, to submit to FEMA. Mr. Atkins asked Commissioner Bechtol if the Media One demolition used FEMA dollars or not. Commissioner Bechtol was not sure but would follow up with him.

MOTION

Mayor Muryn made a motion **to approval of APPLICATION FOR SITE PLAN REVIEW #SP-04-2023 filed by the Hancock County Commissioners for a new judicial center to be located at 209 W. Main Cross Street with the following conditions:**

- **Receive a variance from the BZA for the setback and dumpster enclosure (HRPC)**
- **Consult to work with Engineering on the waterline layout (ENGINEERING)**
- **Verify that all sidewalks are within ADA specifications (ENGINEERING)**
- **Contractor to work with the City on the MOT for W. Main Cross Street and Cory Street (ENGINEERING)**
- **Ensure compliance with the Flood Code**

2nd: Jackie Schroeder

VOTE: Yay (5) Nay (0) Abstain (0)

There being no further business, Mayor Muryn adjourned the meeting.

