

**City of Findlay**  
**City Planning Commission**  
City Council Chambers, 1st floor of Municipal Building  
Thursday March 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:**

Dan Stone, Lou Willin, Tony Scanlon, Renz Salanga, John Snyder, Dr. Iyabo Adetutu Iboaya

**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 Clinger asked a few follow up questions. On CU-02-2023, he wanted clarification whether we did not include landscaping as a condition. Jacob Mercer noted that the condition was to have an approved striping plan for the parking lot. Mayor Muryn added that due to the lot lines

there was not enough room for landscaping on the property. There will be additional landscaping added on the County owned property in the future which will help.

On the SP-04-2023, Mr. Clinger asked if there was any additional clarification if the MediaOne Building was demolished using FEMA dollars. Neither HRPC nor the City Zoning Staff have received an update.

Jackie Schroeder added on Page 15 there is a sentence that is cut off. Jacob Mercer said he would fix it.

Dan DeArment motioned to approve the minutes for the February 9, 2023 meeting. Dan Clinger seconded. Motion approved 5-0-0.

### **OLD ITEMS**

- 1. APPLICATION FOR CONDITIONAL USE #CU-02-2023 filed by John Snyder to re-establish a pylon sign 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 vacant after Snyder's Auto Mart closed.

#### **Staff Analysis**

This item went to the February 9th CPC meeting to re-establish an auto sales business on the site. One of the conditions for approval was to remove the pylon sign from the site. Erik Atkins said in the meeting that the sign location hung over the right-of-way, which is prohibited. In section 1161.12.19 OTHER SIGNS, letter D. ABANDONED SIGNS & REMOVAL reads 30 Days - Owners of abandoned signs have thirty days to remove the violation after the Zoning Administrator issues a written citation indicating a sign has been abandoned.

In recent years, staff have promoted monument signage rather than allowing pylons signs. In the C-3 district, pylon signs are not recommended because they are traffic oriented signage. Staff is not supportive of the request.

#### **Staff Recommendation**

CPC Staff recommends denial of APPLICATION FOR CONDITIONAL USE #CU-02-2023 filed by John Snyder to re-establish a pylon sign 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 John Snyder to re-establish a pylon sign at 208 N. Main Street.**

### **DISCUSSION**

John Snyder was present on behalf of the request. Matt Cordonnier offered some clarification, regarding the item. He said the original conditional use request for re-establishing the auto sales business on the site was approved with two conditions, one being the removal of the non-conforming sign. Mr. Snyder has asked the Commission to reconsider that condition of removal of the sign.

Mr. Snyder spoke saying that he was not notified that there was an issue with the sign. He wanted to know why his sign is being targeted when others along Main Street actually hang further into the right-of-way.

Erik Adkins said that the code states that after sixty days, non-conforming signs are required to be removed. He said that he sent a letter a few years ago to Brian Snyder without a response. He said that at the time, the property was zoned C-2, so the sign should be ten feet off the property line. Matt Cordonnier added that he did visit the site, and he said that although it may overhang, he couldn't definitely say how much it was overhanging it.

Mayor Muryn said there are two options. While not preferred, C-3 does allow pylon signs, so it would be conforming if it was not overhanging the right-of-way. The issue last month was approving the auto sales business in the C-3 district, which she said was not her favorite use of the site. She noted that there is signage on the walls of the building, so having the pylon removed would not be detrimental to the business and the removal of the sign would help clean up the aesthetic of the site. Mr. Clinger agreed and thought, given that there will be more than 25 cars parked on site, it will be pretty apparent what the business is without needing a pylon.

Mr. DeArment asked staff how long the business had been closed. Mr. Adkins said it has been closed since 2020. Mayor Muryn added that if the sign had been removed after they were notified, they would have been compliant with the C-2 district in the code. Since they waited, and the zoning changed, C-3 did allow for pylon signs, which is partly why we are reconsidering it. Mr. Adkins added the original pylon did make some sense due to the building locations along that stretch of Main Street and that the business was set back off the right-of-way. Since the floods and the demolitions in the area, all that remains is a flat floodplain, making the sign stick out more.

**MOTION**

Dan DeArment made motion to **deny the removal of the condition for removing the pylon sign for APPLICATION FOR CONDITIONAL USE #CU-02-2023 filed by John Snyder.**

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

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

**NEW ITEMS**

- 1. APPLICATION FOR PRELIMINARY PLAT #PP-01-2023 filed by G&H Enterprises, LLC, for the Third Addition to Glenmar Subdivision. This addition is an extension of Glenmar Parkway from Andrew Jackson Lane to Smokies Way.**

**CPC STAFF**

**General Information**

This request is located between the Andrew Jackson Way and Smokies Way in the Glenmar Subdivision in Liberty Township. It is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the area as Single-Family Large Lot.

**Parcel History**

The site is currently vacant land.

**Staff Analysis**

The proposed plat would subdivide this area into nine parcels. At the east end of the site, there is an extension of the existing stub street, Glenmar Parkway. This would connect Andrew Jackson Lane to Smokies Way. This phase is in keeping with the overall development plan for the Glenmar subdivision.

**Staff Recommendation**

CPC Staff recommends **approval of APPLICATION FOR PRELIMINARY PLAT #PP-01-2023 filed by G&H Enterprises, LLC, for the Third Addition to Glenmar Subdivision. This addition is an extension of Glenmar Parkway from Andrew Jackson Lane to Smokies Way.**

**ENGINEERING**

No Comment

**FIRE PREVENTION**

No Comment

**RECOMMENDATION**

Staff recommends **approval of APPLICATION FOR PRELIMINARY PLAT #PP-01-2023 filed by G&H Enterprises, LLC, for the Third Addition to Glenmar Subdivision. This addition is an extension of Glenmar Parkway from Andrew Jackson Lane to Smokies Way.**

## **DISCUSSION**

Tony Scanlon was present on behalf of the application. He said he has been doing this subdivision in partnership with John Vorst. This is just a continuation of the subdivision that they have been doing. Mayor Muryn said she was excited to see the development continue for the subdivision. She said that as long as the engineers didn't have any issue with the layout of the utilities, then it should be good to approve.

Mr. Clinger asked if there were any changes from the original submittal for the subdivision. Mr. Scanlon did have to remove one lot because the demand was for larger lots along the pond.

Frank Schrum, 9720 Glenmar Parkway, was present to view the proposal since he abuts this future development. He added that he was looking forward to seeing the development.

## **MOTION**

Mayor Muryn made a motion **to approve APPLICATION FOR PRELIMINARY PLAT PP-01-2023**

**2nd: Jackie Schroeder**

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

**2. APPLICATION FOR CONDITIONAL USE #CU-03-2023 filed by Renz Salanga to construct a semi-permanent structure to be used as an outdoor bar at parcel 210001029176, adjacent to 110 E. Sandusky Street.**

## **CPC STAFF**

### **General Information**

This request is located on the north side of E. Sandusky Street directly west of the Stix Restaurant at 110. E. Sandusky Street. It is zoned C-3 Downtown Commercial and is completely surrounded by C-3. 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 a parcel owned by the City of Findlay. The parcel was created via lot split in 2012 and is leased to the neighboring restaurant, Stix, for outdoor seating.

### **Staff Analysis**

The applicant, Renz Salanga, has applied to have an outdoor bar space in an enclosed shipping container structure. While this is not listed as a conditional use explicitly, City Planning Commission has the discretion to review uses when deemed appropriate. The container itself is 8 feet by 20 feet in size. There is a window that can enclose the actual bar. Barstool seating can

be found around the perimeter of the bar. There is a staircase on the side of the container, which would allow patrons to have seating on top of the space.

Staff would add that Conditional Use permits are revocable if there are any issues with this use in the future.

**Staff Recommendation**

CPC Staff recommends approval of APPLICATION FOR CONDITIONAL USE #CU-03-2023 filed by Renz Salanga to construct a semi-permanent structure to be used as an outdoor bar at parcel 210001029176, adjacent to 110 E. Sandusky Street.

**ENGINEERING**

- No Comment

**FIRE PREVENTION**

- No Comment

**RECOMMENDATION**

Staff recommends approval of APPLICATION FOR CONDITIONAL USE #CU-03-2023 filed by Renz Salanga to construct a semi-permanent structure to be used as an outdoor bar at parcel 210001029176, adjacent to 110 E. Sandusky Street.

**DISCUSSION**

Renz Salanga was present on behalf of the application. Mayor Muryn started the discussion by acknowledging that this property is leased to Stix for use of the patio. Mr. Salanga has met with her and City staff to discuss the proposal and the City do not have any concerns about it.

Matt Cordonnier added that the application did go through the Design Review Board the prior night and was given approval of the design. Mr. Clinger asked for details on what it would look like. Mr. Salanga said the color of the container would be tricorn black, which will match the trim of the updates to Stix. He will be painting the sidewall white, but doing the trim tricorn black.

Mr. DeArment said that his concern was about having a sink in the structure for washing dishes and glasses. Mr. Salanga said that they would have two pipes coming from the Stix location, and piped into a handwashing sink station. They would only be using it during the warmer months, so it will be drained when it is not in use. The goal is to make the work for staff easier. Currently, they have an outdoor bar that they have to tear down every day. This would allow them to just close up and keep everything outside securely. Mr. Salanga added that he has had discussions with Wood County and they will require engineered drawings, which he is working on getting.

Mr. DeArment asked if any existing doors would be blocked by the container. Matt Cordonnier noted that the back of the container backs up to the pocket park, so it is not backing up to the building. The shipping container essentially makes a fence for their liquor area.

Mr. Clinger asked if the signage in the submission was specific to his business. He noted one of the pictures showed a big coffee cup and said “Drink Coffee”. Mr. Salanga said that was a stock image and that he does not intend to start selling coffee. Mr. Clinger asked how long Stix has been closed. Mr. Salanga said that he has been closed for a year and a half. He said they were pouring concrete in Stix this past week. He is working on getting people hired soon to re-open. The container will be one of the last pieces to getting things reopened. The container costs can vary widely, and the cheapest one he has found is in Thailand, so it may take a while to get it on location.

Mayor Muryn said she was excited to see the development and will do a good job to improve the area. Mr. Clinger asked if the shipping container removal would be added to the lease agreement. She said that it would be, and that the idea is that if they are no longer leasing, that they have to return the site to its previous state.

**MOTION**

Mayor Muryn made a motion **to approve APPLICATION FOR CONDITIONAL USE #CU-03-2023**

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

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

**3.. APPLICATION FOR SITE PLAN REVIEW #SP-05-2023 filed by Terra Nova Medical Clinic, for a proposed 5769 sf medical office and parking at 710 Fox Run Road.**

**CPC STAFF**

**General Information**

This request is located at the intersection of Greendale Avenue and Fox Run Road, behind the First United Church of Christ. The site has officially been rezoned to O-1 Office/Institution after they went to Planning Commission in December 2022. The surrounding area is a mix of office, residential and commercial. It is not in the 100-year flood plain.

**Parcel History**

The site is currently vacant land.

**Staff Analysis**

The parcel was created via split in April 2022. In December 2022, the site was approved to rezone from R-1 Large Lot Residential to O-1 Office/Institution. The proposed building is 5,769 square feet in size. It is only one story, so it meets the height requirements for the district. It has a parking lot that would accommodate 53 parking spots. This is well over the require parking 20 parking spots. The building meets the setback in the O-1 district.

The building has 83 foundation plants around the building which is above the required 64. The perimeter landscaping also meets the standard in the code. A photometric sheet shows that the lighting on site also meets the standard in the code.

### **Staff Recommendation**

CPC Staff recommends approval of APPLICATION FOR SITE PLAN REVIEW #SP-05-2023 filed by Terra Nova Medical Clinic, for a proposed 5769 sf medical office and parking at 710 Fox Run Road.

### **ENGINEERING**

Access –

The site will be accessed by a proposed drive to come off of Fox Run Road.

Water Service –

The site is proposing a 1.5” Water service to come off of the waterline that is located on the west side of Fox Run Road.

Sanitary Service –

The proposed sanitary service will connect to the existing sanitary sewer located at the east side of Fox Run. The Engineering Department agrees with the proposed plans that the sanitary lateral will need to be bored under Fox Run Road.

Stormwater Management –

Detention calculations have been submitted as part of the site plan and do comply with City standards. The site plans show a detention pond to be located on the south end of the property and the outlet pipe will tie into the City storm sewer located on the north side of Greendale Avenue.

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

The following permits may be required prior to construction:

- Sanitary Sewer Tap Permit x1
- Waterline Service Tap Permit x 1
- Storm Sewer Tap Permit x1
- Drive Permit x1

### **FIRE PREVENTION**



Be sure to get your permits from Wood County Building Department

### **RECOMMENDATION**

**Staff recommends approval of APPLICATION FOR SITE PLAN REVIEW #SP-05-2023 filed by Terra Nova Medical Clinic, for a proposed 5769 sf medical office and parking at 710 Fox Run Road.**

### **DISCUSSION**

Dan Stone was present on behalf of the application. Jackie Schroeder asked if he could clarify about the detention. Mr. Stone said it was a dry basin. The land drains from the northeast to the southwest, he had it positioned there so that it would tie into the storm sewer. He noted that there is land on the south that could be a second building space. Mr. Clinger noted that there are a number of trees on the site, and it would be a shame to remove them. Mr. Stone said that given the EPA requirements, then needed the detention and it is the low spot on the site. The owner did attempt to keep the character of the lot by keeping as many trees as possible.

Mr. Clinger said one of his desires would be to move the detention and the building to the south to move it further from the apartments north of the site. Mr. Stone said the intent was to protect the south end of the lot for potential future development. The drainage is set up properly where they have it, they will screen the lighting to not be an issue with the neighbors too.

Mr. Clinger asked if Terra Nova was currently operating. Dr. Iyabo Adetutu Iboaya said that they were at the office space around the corner on Bright Road. This would be an expansion of the office. Mr. Clinger asked what kind of services they provide. She confirmed it is all out-patient care. Mr. Clinger asked if it was all ages or did they specialize. She confirmed it would be all ages. Mr. Clinger said they should consider adding additional handicapped spots for older patients. Mr. Clinger asked why there was so much parking. Mr. Stone said that the parking in the back would be for employees and the parking in front would be for patients. Dr. Iboaya said that with 4 providers and 15 staff they could have 16-17 patients at a time. Mr. Clinger said with 53 parking spots it seems like they have more than they need. Mr. Stone reiterated that this is what the practice needed rather than sticking with the minimum the code required.

Mr. Clinger asked if there was a dumpster. Mr. Stone said that they would only use wheeled containers, which would be located by the employee entrance. Mr. Clinger asked if they would have a requirement to have them screened. Matt Cordonnier said that trash receptacles should be hidden from view. He thought a small wooden fence would be appreciated. Mr. Clinger asked if the trash service would come back to the site. Dr. Iboaya said yes, and that is how they currently operate at their facility.

Mayor Muryn said that while she initially thought it would be good to move the building to the south, but overall she thought that it was a good use for the site.

Mr. Clinger wanted to discuss the architecture of the building itself. He said that as an architect they have a duty to meet the needs of the client while meeting the aesthetic of the neighborhood. He thought this current design failed to live up to that standard. Mr. Stone said that there is not an architectural code, and that his comments are excessive in terms of requirements. Mr. Cordonnier noted that there are architectural standards in the zoning code, and staff reviewed it based on those. He said that the current design does meet those standards.

Mr. Clinger had some additional comments on the north end of the building. He thought there was a door that currently did not have a connection to the parking lot. Mr. Stone said that if Wood County has a comment on that, they would connect it via sidewalk. Mr. Clinger wanted to see additional landscaping along the north of the site. Mr. Stone said that the Boxwood meets the standard. Mr. Martin said that this was more personal preference, but as long as they meet the code, he did not think they could dictate that. Mr. Cordonnier said the foundational plantings are allowed to be clustered, so he suggested that they shift some around to the north end of the building. Mr. Clinger asked about parking lot landscaping on the west side of the site. Mr. Cordonnier added that it is a rear lot line and typically that they do not require additional landscaping. He was not concerned given that this parking area abuts another parking lot.

**MOTION**

Mayor Muryn made a motion **to approval of APPLICATION FOR SITE PLAN REVIEW #SP-05-2023 filed by Terra Nova Medical Clinic, for a proposed 5769 sf medical office and parking at 710 Fox Run Road.**

**2nd: Rob Martin**

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

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