

City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
Thursday August 10, 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, April Siders, Sherah Siders,

CALL TO ORDER

ROLL CALL

The following members were present:

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 noted that on page 12 there appeared to be a sentence missing from the fourth paragraph. Dan Clinger motioned to approve the minutes for the July 13, 2023 meeting with the change. Dan DeArment seconded. Motion approved 4-0-0.

NEW ITEMS

- 1. APPLICATION FOR CONDITIONAL USE #CU-14-2023 filed by SLOF Housing LLC to establish a duplex at 608 W. Sandusky Street.**

CPC STAFF

General Information

This request is located on the north side of W. Sandusky Street near the intersection with Western Avenue. It is zoned R-3 Single Family Small Lot. It is in a neighborhood that is primarily R-3 Small Lot Residential. It is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the area as Single Family Small Lot.

Parcel History

The Auditor site lists this property as a single family home with a conversion for the duplex.

Staff Analysis

The applicant is applying for a permit for the duplex. During the zoning update in 2019, the owner was notified that this property was an illegal duplex and they did not comply with the parking on site. Upon further investigation there appears to be sufficient parking in the rear to accommodate four parking spaces. The surrounding neighborhood is a residential neighborhood near downtown, which sees a mix of single family, duplexes, and commercial spaces. Given the mix, the fact that they can supply the required parking, staff is supportive of the request.

Staff Recommendation

Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-14-2023 filed by SLOF Housing LLC to establish a duplex at 608 W. Sandusky Street.**

ENGINEERING

- No Comment

FIRE PREVENTION

- No Comment

RECOMMENDATION

CPC Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-14-2023 filed by SLOF Housing LLC to establish a duplex at 608 W. Sandusky Street.**

DISCUSSION

Matt Cordonnier noted that the applicant was unable to attend the meeting today. He went to say that during the last map update that this one probably slipped through the cracks. The records showed that the property was an illegal duplex because it could not meet the parking standard. On second review, we see that they can meet the parking standard, so we were comfortable granting the conditional use. Although the parking area isn't paved, he said that they would have approved the conditional use because of its continuous use as a duplex.

Dan DeArment asked if the parking is too wide and too deep. Matt Cordonnier said it was fine. Mr. DeArment also noted the garage was leaning heavily. He asked Erik Adkins what next steps would be for addressing the garage. Mr. Adkins said that he would send a compliance officer to investigate it. Mr. Cordonnier noted the garage was not included in the count.

Dan Clinger asked why they would not require the paving be parked. Mr. Cordonnier said that they gave conditional use permits to duplexes they met the criteria on establishment and stone parking. He noted that stone parking was previously allowed, so they didn't want to impose paving on them.

MOTION

Dan DeArment made motion to approval of **APPLICATION FOR CONDITIONAL USE #CU-14-2023 filed by SLOF Housing LLC to establish a duplex at 608 W. Sandusky Street.**

2nd: Jackie Schroeder

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

2. APPLICATION FOR SITE PLAN REVIEW #SP-18-2023 filed by Lighthouse Community Church, to construct new church on part of Lot 1 of the Findlay Commerce Park, located on County Road 99 in Findlay.

CPC STAFF

General Information

This request is located along County Road 99 in the northwest corner of the Findlay Commerce Park. It is zoned C-2 General Commercial. To the east is C-2 General Commercial. To the south is M-2 Multi-Family, High Density. The land to the west is located outside the corporate boundary in Allen Township. The land directly to the west is currently vacant farmland, and abuts the Woods of Hillcrest subdivision. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designates the area as Office.

Parcel History

This is currently the site is vacant farmland. In August 2021, we reviewed a site plan for the church, which had a similar layout.

Staff Analysis

Lighthouse Church are proposing to construct an 18,010 square foot building, which would accommodate a three-hundred sixty-nine (369) seat sanctuary church. The access to the site would come from County Road 99. The height of the building would be twenty-six feet five and a half inches (26'5 1/2") at the peak. Lighting will only shine on the property.

There would be two parking lots, with one parking lot to the north of the church, and one on the south side. There would be 183 parking spaces provided which is more than the required 159.

The site would have a detention pond constructed on the southwest corner of the site to address drainage. Along the south boundary, mounding has been shown to help screen the site from the condominium association.

Staff Recommendation

CPC Staff recommends approval of **APPLICATION FOR SITE PLAN REVIEW #SP-18-2023 filed by Lighthouse Community Church, to construct new church on part of Lot 1 of the Findlay Commerce Park, located on County Road 99 in Findlay.**

ENGINEERING

Access –

Site will be accessed from a new drive that will be coming off of the south side of County Road 99

Water Service –

As part of the proposed plans there are two waterline taps that will be coming off of the 24-inch line that is located on the south side of CR99. The site plans are proposing a 6-inch fire line on the east side of the building and a 4-inch domestic on the west side. There is 12-inch waterline that is located on the east side of the site and is within a dedicated easement. The Engineering Department will work with the consultant to determine if the 12-inch line is an alternative tap location.

Sanitary Service –

The sanitary service will be connected to the sanitary manhole that is located on the south side of CR99. Within the proposed site there will be a outside drop manhole to accommodate for the change in elevation.

Stormwater Management –

The site plans are proposing a new detention pond to be located on the SW corner of the site and have met the detention requirements for the City.

MS4 Requirements –

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

Recommendations:

Approval of the Site-

The following permits may be required prior to construction:

- Water Service x2
 - 6-inch Fire Line
 - 4-inch Domestic Line
- Sanitary Tap x1

FIRE PREVENTION

No Comment

RECOMMENDATION

Staff recommends approval of **APPLICATION FOR SITE PLAN REVIEW #SP-18-2023** filed by **Lighthouse Community Church**, to construct new church on part of **Lot 1 of the Findlay Commerce Park, located on County Road 99 in Findlay.**

DISCUSSION

Dan Stone represented the application. He noted they already obtained the driveway permit on County Road 99 from the county engineer. They planned to work with Jeremy on water. Basically this is the same site that the CPC saw back in '21 building shrunk a little bit.

Dan Clinger asked if there was mounding on the south side of the site and what the height would be for that. Mr. Stone said that they are typically four to five feet in height. He said that he will work with the staff on the landscaping for the site.

Mr. Clinger asked if the detention pond drained to the south. Mr. Stone said there was a pond down kind of southwest of here that took care of about 80% of the drainage area for all of this area and even on the east side of Technology Drive. This will tie into a 24-inch storm sewer that will go down into that pond, which will then release into the ditch that goes through the subdivision. For the apartments as well as this, they all have their own ponds that slowly release into the storm sewer system that go to the ditch. Again, the whole system was set up for this whole area. Therefore, there should not be any negative impact anywhere on any of the properties.

Dan Clinger asked Jeremy Kalb what a drop manhole is. Mr. Kalb said when you tie into a sanitary, you can't have more than two foot of drop. If you have a drop, there's it's called an outside drop. It's just the system we put on that. This way you're not dropping 20ft. It's a standard practice that we have to do once you get past that two foot.

MOTION

Dan DeArment made motion for **approval of APPLICATION FOR SITE PLAN REVIEW #SP-18-2023** filed by **Lighthouse Community Church**, to construct new church on part of **Lot 1 of the Findlay Commerce Park, located on County Road 99 in Findlay.**

2nd: Rob Martin

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

- 3. APPLICATION FOR CONDITIONAL USE #CU-15-2023** filed by **April & Joshua Siders** for a dog sitting home business at **1227 Woodworth Avenue.**

CPC STAFF

General Information

This request is located on the west side of Woodworth Avenue north of the intersection with Glen Meadow Drive. It is zoned R-1 Large Lot Residential. It is in a neighborhood of R-1 Large Lot Residential. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designates the parcel as Large Lot Residential.

Parcel History

The site is a single-family home.

Staff Analysis

The applicant, April and Joshua Siders, are the property owners, while their daughter runs the dog-sitting business. They mentioned that their daughter has been running the dog-sitting business for several years and the City has only recently received a complaint. Recently, Zoning was notified that there was an accessory structure where they store crates for the dogs. Zoning then contacted the Siders' to rectify the home business designation for the site.

Staff was supportive of the application in general. One of the conditions that the CPC might consider is limiting the number of dogs allowed at the home at a time. The City does have a barking or howling dogs section in the nuisance section in the municipal code. Conditional Use permits are revocable in the future, if issues arise with the use.

Staff Recommendation

Staff recommends approval of APPLICATION FOR CONDITIONAL USE #CU-15-2023 filed by April & Joshua Siders for a dog sitting home business at 1227 Woodworth Avenue.

ENGINEERING

- No Comment

FIRE PREVENTION

- No Comment

RECOMMENDATION

Staff recommends approval of APPLICATION FOR CONDITIONAL USE #CU-15-2023 filed by April & Joshua Siders for a dog sitting home business at 1227 Woodworth Avenue.

DISCUSSION

April Siders, the property owner, and her daughter Sherah Siders, the business owner, were present on behalf of the application. Sherah explained she runs a small dog sitting business running from behind the home. I have a decent sized facility. The accessory structure is 10' x 20' and I can keep up to 15 dogs. She's been doing this for three years now at this location, but has been dog sitting for 10 years total. She started out doing in-home sitting and then about five years ago moved into boarding. Josh Siders actually fixed up this building for her so I could board dogs.

Mr. Clinger asked if the Sider's had any personal pets. They replied that they have 4 personal dogs of their own. Mr. Clinger asked if she sits 15 dogs. Sherah said that on average it was 6-10 but could sit for 15. They can stay in the accessory building in the backyard.

Mr. Martin asked how the business operates in terms of hours, how the dogs are taken care of, etc. Sherah said she offers dog boarding so those dogs stay at the house and that is a 24/7 deal. They have a decent sized fenced in yard. The dogs come in and some people leave them for a weekend, for others they stay for two weeks or just a week. The dogs get out four times a day for a decent amount of time and they are in the backyard. She also does doggy daycare three days a week, and that is usually from like 7:30 in the morning to 5 p.m. those three days. She also does in-home sitting and I go to people's houses four times a day.

Mr. DeArment asked if she was full time doing this and if she lived at the home. She said yes to both. April and Josh Sider also live in the home.

Mr. Clinger asked if the dogs were in the building all day long. Sherah have a couple kennels that she uses occasionally to give them some extra time outside. Other than that, they get free rein of the yard when they're out, so they get plenty of room to run and play.

Mr. DeArment asked about the complaint that the City received about the business. He asked the Sider's what they did in response. Mr. Martin noted that the Sider's have been operating at the home for 3 years and only have received the one barking complaint. Sherah Siders said that they did contact the neighbors, but nobody said that they had an issue. Erik Adkins just added that the complaint was generally an increase in barking noted at the home. Mr. DeArment asked if the accessory building was legal. Mr. Adkins said that they addressed the accessory structure was part of this review. Since they constructed it without a permit, they will have to pay a triple fee to keep the structure. If the conditional use is denied, he wanted to allow them the ability to remove it. Mr. Martin asked if they met the code for the building. Mr. Adkins said that it did, and it even had air conditioning for the dogs.

Mr. DeArment asked generally, who has the ability to revoke a conditional use if issues arise. Mr. Cordonnier, said if there was an increase in complaints, then it would come back to Planning Commission for review.

Mike Siders, Sherah's Grandfather, spoke on her behalf. He added that the home was the right size for her business and thought her business was impressive.

Mr. DeArment asked if there was a certain point is the business too big for the home. Mr. Martin thought there was a tipping point. Mr. Cordonnier said that it would turn into a kennel rather than dog sitting. He asked Sherah if she planned to expand. She said that she planned to stay at this level. Mr. Cordonnier suggested that they set a limit to 15 dogs, not including their own personal pets.

Dan DeArment asked if the owners move, would the conditional use stay with the property. Erik Adkins interjected that the home occupation definition says that they have to be a resident at the property.

MOTION

Rob Martin made a motion **for approval of APPLICATION FOR CONDITIONAL USE #CU-15-2023 filed by April & Joshua Siders for a dog sitting home business at 1227 Woodworth Avenue with the condition:**

- **Not to exceed 15 customer dogs on site, not including personal pets**

2nd: Dan DeArment

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

- 4. APPLICATION FOR ZONING AMENDMENT #ZA-06-2023; filed by Findlay City Schools to rezone 200 W. Lincoln Street from R-3 Small Lot Residential to C-3 Downtown Commercial.**

CPC STAFF

General Information

This request is located on the north side of W. Lincoln Street between S. West Street and S. Cory Street. It is zoned R-3 Small Lot Residential. To the east of S. Cory Street, it is zoned C-3 Downtown Commercial. To the west of S. Cory Street, there is a mix of R-3 Small Lot Residential, R-4 Duplex/Triplex, and M-1 Multi-Family Low Density. It is not located within the 100-year flood plain. The City of Findlay Land Use Plan designated the parcel as Downtown.

Parcel History

The site is currently vacant after the closing of Lincoln Elementary School.

Staff Analysis

The applicant would like to rezone the site from R-3 Small Lot Residential to C-3 Downtown Commercial. With the school’s closure, there is much interest in what will happen next to the site. The applicant has been in discussion with developers and they believe that the rezoning would allow for a mixed-use development to occur on the property.

When considering rezoning requests, the Findlay Land Use Plan is one of the key components to consider. The Findlay Land Use Plan designates this site as Downtown, which would better align the zoning with that plan. Given the unique character of the school, it’s location just west of Main Street, and the mix of uses in the area, staff is supportive of the rezone request.

Staff Recommendation

Staff recommends that FCPC recommend **approval of APPLICATION FOR ZONING AMENDMENT #ZA-06-2023; filed by Findlay City Schools to rezone 200 W. Lincoln Street from R-3 Small Lot Residential to C-3 Downtown Commercial.**

ENGINEERING

- No Comment

FIRE PREVENTION

- No Comment

RECOMMENDATION

Staff recommends that FCPC recommend **approval of APPLICATION FOR ZONING AMENDMENT #ZA-06-2023; filed by Findlay City Schools to rezone 200 W. Lincoln Street from R-3 Small Lot Residential to C-3 Downtown Commercial.**

DISCUSSION

Dennis Doolittle, Findlay City Schools Director of Operations, was present on behalf of the application. He noted that since the closing of Lincoln Elementary School, the schools have been trying to find the right solution for the building and believe rezoning to something that would allow multi-use would meet that. Chris Aldrich, also with Findlay City Schools Board of Education, added this has been a long process that we've been really going through with trying to find the right, the right fit for not only for the community, but for this area in the the local neighborhood as well. The key part of this is the facility and the structure will remain, so it's a good fit for Findlay.

Mr. Cordonnier added that he was happy to see the building remain intact. He feared that the building would be sold at auction and sit vacant for 30 years before being demolished. He was glad they were taking time to find the right solution and is excited to see plans in the future.

Mr. Clinger asked if Mr. Cordonnier had considered C-1 vs C-2 vs C-3 for the site. Mr. Cordonnier responded that C-3 offered the most flexibility. C-1 and C-2 do not allow for a mix of residential. Looking at the site, it is in a dense neighborhood, which is next to downtown. One thing to note, is that with residential being a part of the plan, it is a conditional use for the C-3 district. That means plans will come back to City Planning Commission before they get approval. Conditional Uses grant the Commission a lot of control in terms of the conditions you can place on the property.

Mr. DeArment said he had two concerns. One is that there is zero setbacks in the C-3 district. His second was the parking on site, especially if residential is a component. Mr. Cordonnier said that he was less concerned about the zero setback, because that is how downtown looks the way it does. He cautioned to get too far ahead of ourselves without input from the future developer.

At this point, Tim Spencer, Trivium Development, spoke as the potential developer of the site. He said they were pretty far along in due diligence and given the age of the of the structure and the building, they are looking at water pressure, sewer, sewer capacity, stormwater, all those technical

things that when we do bring an application back to the commission that we have to obviously address. One of the things that they were struggling with or trying to make sure is they have a contractual obligation to bring residential. That's one of the goals of the school board is to introduce more residential into the community. One challenge they have is if they add residential to the main structure, they need to ensure access throughout the building. They have struggled to figure out how to get an elevator and ADA compliance on the building. The building is 115 years old. It's a challenge without cutting into that parking lot, which is cutting into potential parking. Then it also one of the concepts we have is adding an elevator shaft to the east elevation towards the north end of the building. However, they have to have a lobby on every floor. So then, they're challenged with the number of residential units we have because the units are already kind of baked in with the size of the classrooms. They are working through that diligently. They have two architectural teams and designers working on this, as well as technical folks on the on the engineering side. He understands that our current plan has co-working and office space in which they would keep the majority, if not all of the the surface areas and repurpose them for parking. There is ample parking along Lincoln that's on street and we've also want to entertain the idea of restaurant retail uses as well. Their goal is to try to add like 60 or 70 parking spots on the surface area right now. In addition to that, they would like to convey one or both of the existing playground areas back to the community as a playground park. He mentioned that because we're open to the idea of negotiating and having setback discussions.

Mr. Spencer went on to say he was generally in agreement that C-3 was the right way to approach it. Initially when they talked about this some time ago, as the school has mentioned, this has been a lengthy process. They looked at other zoning alternatives from a PUD standpoint, but didn't want to come in with a list of variances based on its sizes and things like that.

Mr. Clinger asked how many residential units they had planned. Mr. Spencer said that they discussed 8-12 units, but we're struggling on that, given the need for an elevator. They have examined building on one of the existing playgrounds, but again it would be 8-12 units. Mr. Clinger asked if they were built in the playground, would the units be connected to the main building. Mr. Spencer said that they would likely be standalone. Mr. DeArment asked how many bedrooms per unit. Mr. Spencer said one bedroom. Mr. Clinger asked what would be in the main building without residential. Mr. Spencer said a mix of office, retail, and restaurants. He said that the gym could be a restaurant opportunity or a co-working space. They would like to re-work the whole west side, but are running into issues with the dumpster area.

Mr. Clinger asked about the patio space on the second floor. Mr. Spencer thought it would be a really cool event space with a kitchen and rooftop bar.

Doug Schmidt, 221 W. Lincoln Street, spoke on the issue. He asked what would happen if they allowed the rezone, but the plans for the building change after. Mr. Cordonnier said once it is changed, it would have that new zoning. He says that is something he considers a lot during rezonings because once it is rezoned, any of the permitted uses are allowed on the site. In this case, he is confident with the site changes, that the Planning Commission will see plans again and

the neighbors will have a chance to see the plans. Mr. Schmidt asked if there were parking requirements. Mr. Cordonnier said that while there is no requirements, that he would expect some on-site parking provided given the nature of the development. Tim Spencer added that it is a challenge to fit everything on the site, but credited the School Board for what they were trying to do.

Mr. Spencer thought given the feedback, he would like to see the item tabled for further investigation on the development.

Bob Gatliff, 225 W. Lincoln Street, said he was interested in the future of the playgrounds. He knows that the neighborhood loves having access to them and thought the YMCA has brought groups down to play in the past. He wondered if they could try to keep one. Mr. Martin said that he appreciate that comment and that he would agree that they should keep that in conversations moving forward.

Mr. Doolittle spoke to say that the Findlay City Schools wished to continue with the vote as planned for the day. He thought a lot of the discussion about the site could occur after the rezoning. Mr. Martin appreciated the feedback and saw no reason to delay the decision.

MOTION

Rob Martin made a **motion to recommend approval of APPLICATION FOR ZONING AMENDMENT #ZA-06-2023; filed by Findlay City Schools to rezone 200 W. Lincoln Street from R-3 Small Lot Residential to C-3 Downtown Commercial.**

2nd: Dan DeArment

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

There being no further business, Mr. Martin adjourned the meeting.