

FINDLAY CITY PLANNING COMMISSION



STAFF REPORT April 11, 2024

CITY PLANNING COMMISSION MEMBERS

Mayor Christina Muryn, Chairman
Rob Martin, Service-Safety Director
Jackie Schroeder
Kerry Trombley
Dan Clinger

Matt Cordonnier, HRPC Director
Jacob Mercer, HRPC Staff
Kevin Shenise, Fire Inspector
Jeremy Kalb, P.E., City Engineer
Don Rasmussen, Law Director
Erik Adkins, Flood Plain/Zoning Supervisor

City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
April 11, 2024 – 9:00 AM

AGENDA

CALL TO ORDER

ROLL CALL

SWEARING IN

APPROVAL OF MINUTES

TABLED ITEMS – FOR THE JUNE 13, 2024 MEETING

1. APPLICATION FOR SITE PLAN REVIEW #SP-06-2024 filed by Ron Siferd/Siferd Farms for a 94-unit condo development at the east end of Silver Creek Drive in Allen Township.

NEW ITEMS

1. APPLICATION FOR CONDITIONAL USE #CU-02-2024 filed by Brick & Cedar LLC, to establish a duplex at 224 George Street.
2. APPLICATION FOR CONDITIONAL USE #CU-03-2024 filed by Elizabeth Ehrnschwender to establish a home occupation at 220 Prentiss Avenue for a nail salon.
3. APPLICATION FOR CONDITIONAL USE #CU-04-2024 filed by Kendra Brunswick to establish a hair salon at 412 E. Edgar Street.
4. APPLICATION FOR SITE PLAN REVIEW #SP-07-2024 filed by Mark Bassitt for a new storage building at 2311 Bank Street.
5. APPLICATION FOR SITE PLAN REVIEW #SP-08-2024 filed by Michigan Sugar Company for a new gravel site laydown yard at 1343 Greenwood Street.

ADMINISTRATIVE APPROVALS

ADJOURNMENT

City of Findlay
City Planning Commission
City Council Chambers, 1st floor of Municipal Building
Thursday, April 11, 2024– 9:00 a.m.

COMMENTS

NEW ITEMS

- 1. APPLICATION FOR CONDITIONAL USE #CU-02-2024 filed by Brick & Cedar LLC, to establish a duplex at 224 George Street.**

CPC STAFF

General Information

This request is located on the north side of George Street near the intersection with Cedar Avenue. This parcel is located in a neighborhood of R-3 Small Lot Residential. This location 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

This parcel is currently vacant and had previously been attached to 226 George Street.

Staff Analysis

The applicant has requested to construct a duplex on the vacant property. This neighborhood has an abundance of duplexes and triplexes, so staff does not have concerns about fit with the surrounding area.

The applicant is proposing a wide driveway entrance that leads to a parking area that can accommodate the required four (4) parking spaces for a duplex. There would be a two-story duplex on the site, which would be able to meet the setbacks for the R-3 district. Elevations of the proposed structure were included with the application.

Staff does not approve of the house being pushed to the rear of the property with parking in front. Compared to the surrounding neighborhood, the building line is out of place, and all the duplexes in the area have parking in the rear. Staff would recommend shifting the housing to the front of the site, with a narrower driveway leading to parking in the rear.

Staff Recommendation

CPC Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-02-2024 filed by Brick & Cedar LLC, to establish a duplex at 224 George Street with the following condition:**

- **Place the house in the front of the site, with parking in the rear**

ENGINEERING

No Comment

FIRE PREVENTION

No Comment

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR CONDITIONAL USE #CU-02-2024 filed by Brick & Cedar LLC, to establish a duplex at 224 George Street with the following condition:**

- **Place the house in the front of the site, with parking in the rear**

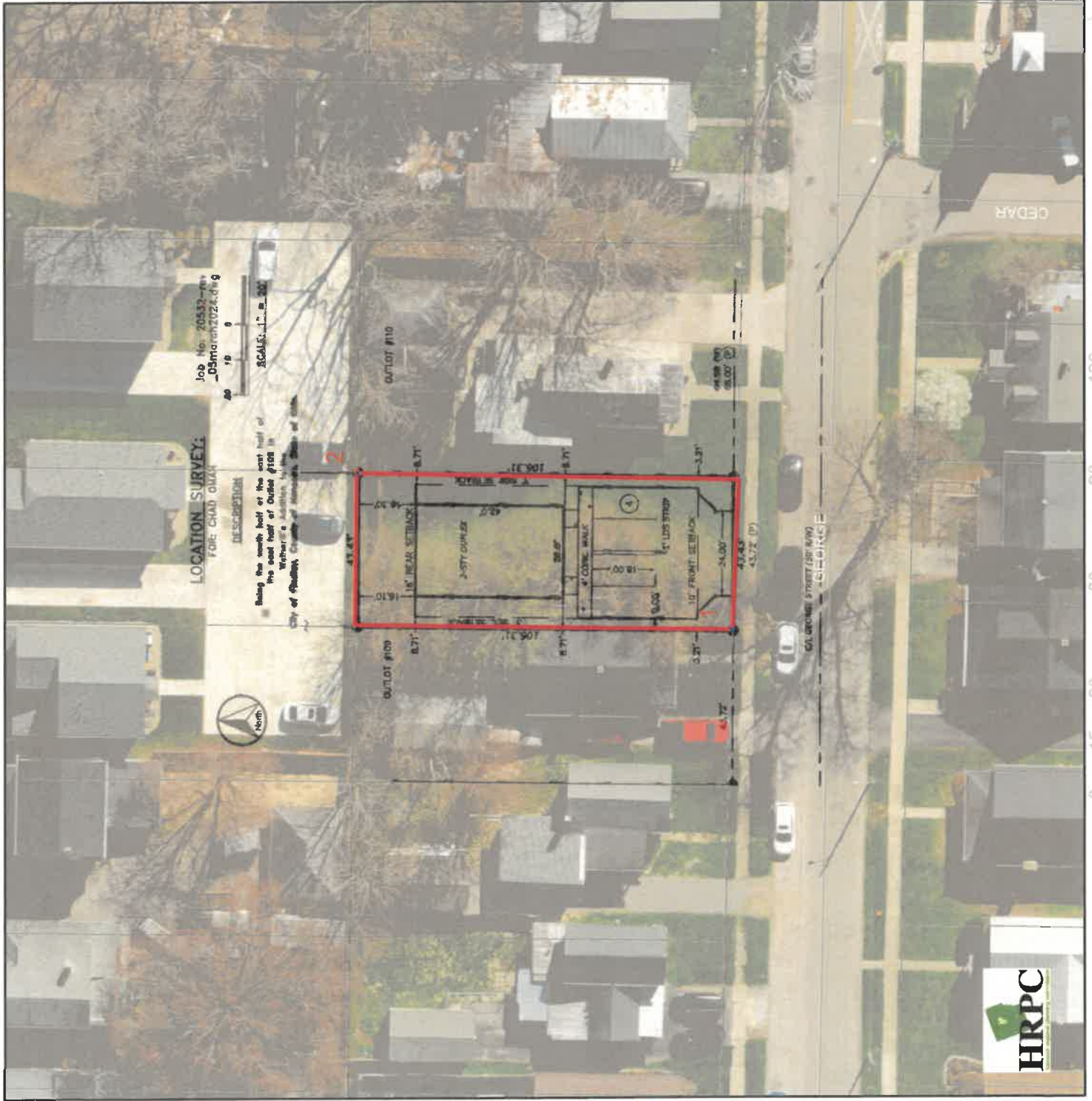
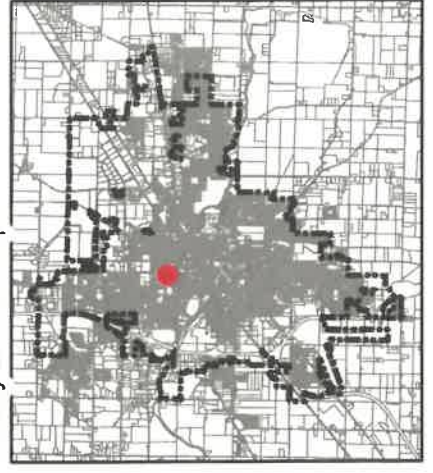
CU-02-2024

APPLICATION FOR
CONDITIONAL USE
filed by Brick & Cedar LLC, to
establish a duplex
at 224 George Street.

Legend

- 224 George Street
- Parcels
- Road Centerline

Findlay Locator Map





2. APPLICATION FOR CONDITIONAL USE #CU-03-2024 filed by Elizabeth Ehrnschwender to establish a home occupation at 220 Prentiss Avenue for a nail salon.

CPC STAFF

General Information

This request is located on the north side of Prentiss Avenue near the intersection with Geffs Avenue. This parcel is located in a neighborhood of R-3 Small Lot Residential. This location is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the area as Single-Family Medium Lot.

Parcel History

The house was built in 1950 and was last remodeled in 1992.

Staff Analysis

The applicant has indicated they would like to operate a nail salon as a home occupation on the site. The applicant has been living in the home since June 2023. The applicant has been operating a nail salon business for the past four years and wished to convert one of the bedrooms in the home into a salon space. The services provided would be considered “dry” by the State of Ohio, meaning there will be no chemicals used on hair. There would be manicures using gel polish and hair braiding. She is licensed through the State of Ohio Board of Cosmetology to perform these services.

In the application, she indicated that they would like to use a rear door to have clients access the salon space. The zoning code however has a restriction on the entrance saying: “There shall not be any additional or separate exterior entrances to the dwelling unit specifically used for the purpose of conducting business or to accommodate the home occupation.” The applicant must utilize the main door for the business.

The applicant also noted that there can be two cars in the driveway, one for the resident and one for a client. She added that she would only take clients one at a time and could schedule in a way to set a 15-minute gap between customers to avoid overlap. Given the size of the driveway, staff has concerns that the driveway may not be sufficient to provide functional parking. If parking becomes a concern, the City may require additional parking provided off-street.

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-03-2024 filed by Elizabeth Ehrnschwender to establish a home occupation at 220 Prentiss Avenue for a nail salon with the following condition:**

- **Utilize the front door for the business entrance**

ENGINEERING

No Comment

FIRE PREVENTION

- Be sure to get all of the proper permits needed to start this business

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR CONDITIONAL USE #CU-03-2024 filed by Elizabeth Ehrnschwender to establish a home occupation at 220 Prentiss Avenue for a nail salon with the following condition:**

- **Utilize the front door for the business entrance**

CU-03-2024

APPLICATION FOR
CONDITIONAL USE
filed by Elizabeth Ehrnschwender
to establish a home occupation
at 220 Prentiss Avenue
for a nail salon.

Legend



220 Prentiss Street



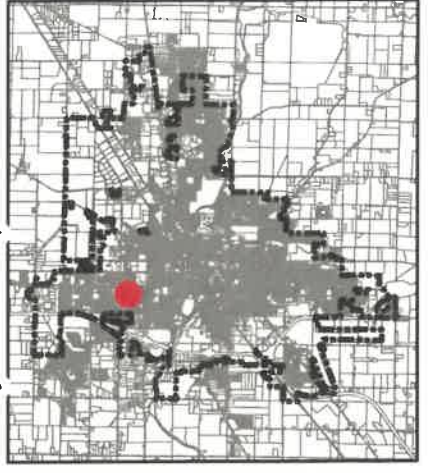
Parcels



Road Centerline



Findlay Locator Map





3. APPLICATION FOR CONDITIONAL USE #CU-04-2024 filed by Kendra Brunswick to establish a hair salon at 412 E. Edgar Street.

CPC STAFF

General Information

This request is located on the north side of E. Edgar Street just east of the intersection with Park Street. This parcel is zoned O-1 Office/Institution. To the north, it is zoned R-3 Small Lot Residential. To the south and east it is zoned PO Parks and Open Space. To the west it is zoned R-2 Medium Lot Residential. This location 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 site is vacant. It most recently served as a daycare facility. The parcel will be split from the house at 2125 Park Street.

Staff Analysis

The applicant has indicated they would like to operate a hair salon in the building. She has been a stylist in Findlay for 18 years. She thought the space would work for a hair salon studio, and would not be impactful on the residential nature of the surrounding neighborhood. Given the location, staff does not have concerns about the business being detrimental to neighboring properties.

The office standard would be 1 spot for 300 square feet of building, which would mean they need six spaces for this space (1,650 sf). The applicant submitted a parking plan for the site that could accommodate more than eight cars.

The applicant indicated that they would do wall signage for the business. Staff would say that any signage would need to be worked out with the City of Findlay Zoning Department.

Staff Recommendation

CPC Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-04-2024 filed by Kendra Brunswick to establish a hair salon at 412 E. Edgar Street.**

ENGINEERING

No Comment

FIRE PREVENTION

- Be sure to get all of the proper permits needed to start this business




RECOMMENDATION

Staff recommends **approval of APPLICATION FOR CONDITIONAL USE #CU-04-2024 filed by Kendra Brunswick to establish a hair salon at 412 E. Edgar Street.**

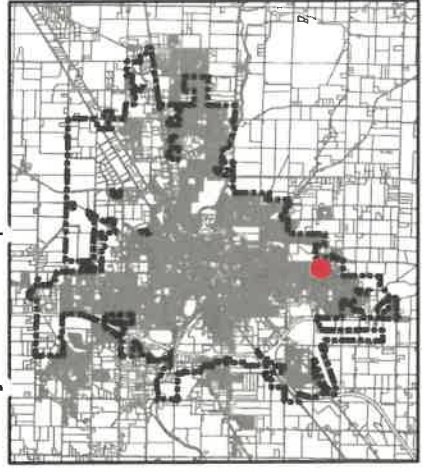
CU-04-2024

APPLICATION FOR
CONDITIONAL USE
filed by Kendra Brunswick to
establish a hair salon at
412 E. Edgar Street.

Legend

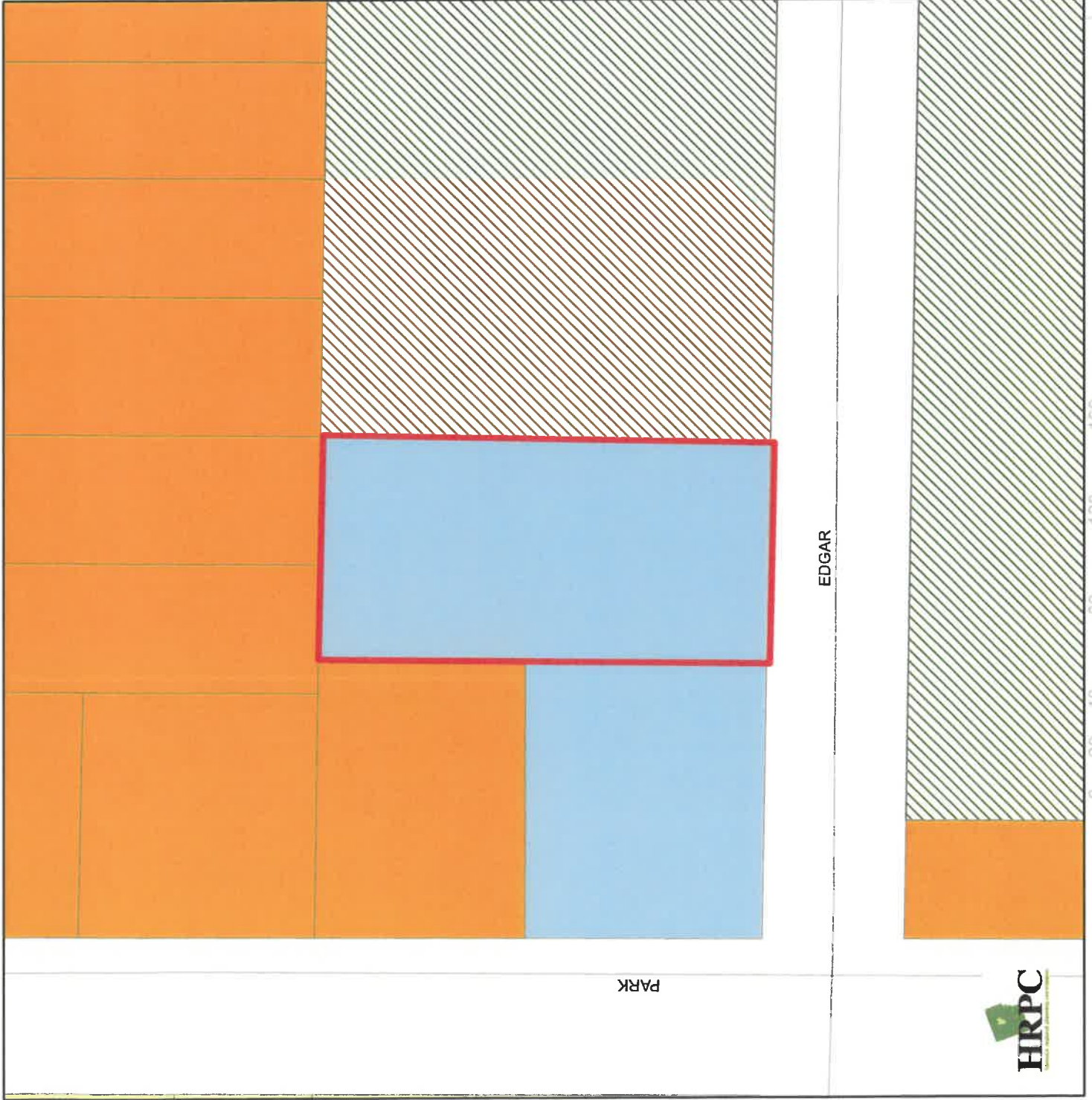
-  412 East Edgar Street
-  Parcels
-  Road Centerline

Findlay Locator Map



CU-04-2024

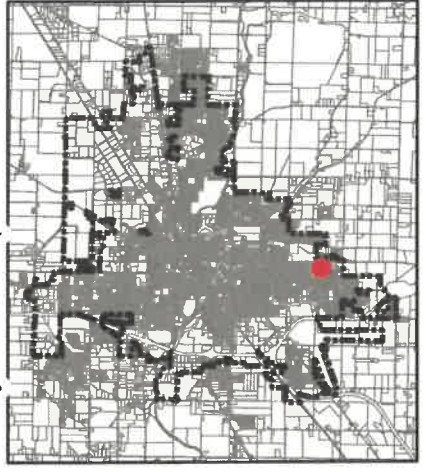
APPLICATION FOR
CONDITIONAL USE
filed by Kendra Brunswick to
establish a hair salon at
412 E. Edgar Street.



Legend

- 412 East Edgar Street
- Parcels
- Road Centerline
- Large Lot Residential, R-1
- Medium Lot Residential, R-2
- Small Lot Residential, R-3
- Duplex/Triplex, R-4
- Local Commercial, C-1
- General Commercial, C-2
- Downtown Commercial, C-3
- Office/Institution, O-1
- Light Industrial, I-1
- Heavy Industrial, I-2
- Condominium, CD
- Multi-Family, Low Density, M-1
- Multi-Family, High Density, M-2
- Parks and Open Space, PO
- Mobile Home, MH

Findlay Locator Map



4. APPLICATION FOR SITE PLAN REVIEW #SP-07-2024 filed by Mark Bassitt for a new storage building at 2311 Bank Street.

CPC STAFF

General Information

This request is located along the east side of Bank Street between E. Edgar Street and Oakland Avenue. The parcel is zoned I-1 Light Industrial. There is a residential house, zoned R-1 Large Lot Residential, to the north. To the east it is zoned I-1 Light Industrial. To the west, it is zoned PO Parks & Open Space. It is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the property as Industrial.

Parcel History

The site is currently a storage building for the applicant Mark Bassitt. Mr. Bassitt stated previously he does general fabrication mostly for race cars on the site.

Staff Analysis

The applicant is requesting to construct a second storage building for his business. In April 2018, the garage was expanded with review from City Planning Commission. The applicant also went to the Findlay Board of Zoning Appeals in February regarding the front yard setback. They were given relief from the 50-foot setback to reduce it to 25-feet.

In the BZA minutes, the applicant noted that they are in the process of purchasing 60-feet of the property to the South (from Hancor) to combine with this lot. Then they would split this new building from the existing garage. Staff would recommend that the building be shifted 10 feet to the south to avoid creating an issue with the side yard setback. If they were to split the lots with the current configuration, there would only be 50-feet of separation between the buildings, which wouldn't allow for each to meet the 30-foot sideyard setback for the I-1 district.

The elevations submitted show a fairly basic looking storage building. Regarding the architectural standards, entrances for pedestrians must utilize two (2) of the following:

1. Roofing
 - i. Overhang in proportion to the entry
 - ii. Change in roof pitch using a separate dormer style pronunciation
2. Vertical Articulation
3. Horizontal Articulation

Staff also noted that it is a single tone for the siding material. Staff would recommend a two-tone color combination to allow for horizontal articulation.

Staff Recommendation

CPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-07-2024 filed by Mark Bassitt for a new storage building at 2311 Bank Street with the following condition:**

- Add an architectural feature to the doorway
- Add horizontal articulation
- Contingent upon the acquisition of the 60' strip from the neighboring parcel

- Shift the building ten feet (10') south to meet the sideyard setback

ENGINEERING

Access –

A new drive access will be coming off the east side of Bank Street to the proposed building.

Water Service –

Would like to see the water service come out of the side of the building so that we can keep the meter pit out of the driveway.

Sanitary Service –

A new sanitary sewer service will be extended to the proposed building, utilizing the existing sanitary sewer on Bank Street

Stormwater Management –

The plans are proposing a detention pond to be placed on the south side of the site.

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

The following permits may be required prior to construction:

- Sanitary Sewer Tap Permit x1
- Water Service Connection x1

FIRE PREVENTION

- No Comment

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-07-2024 filed by Mark Bassitt for a new storage building at 2311 Bank Street with the following condition:**

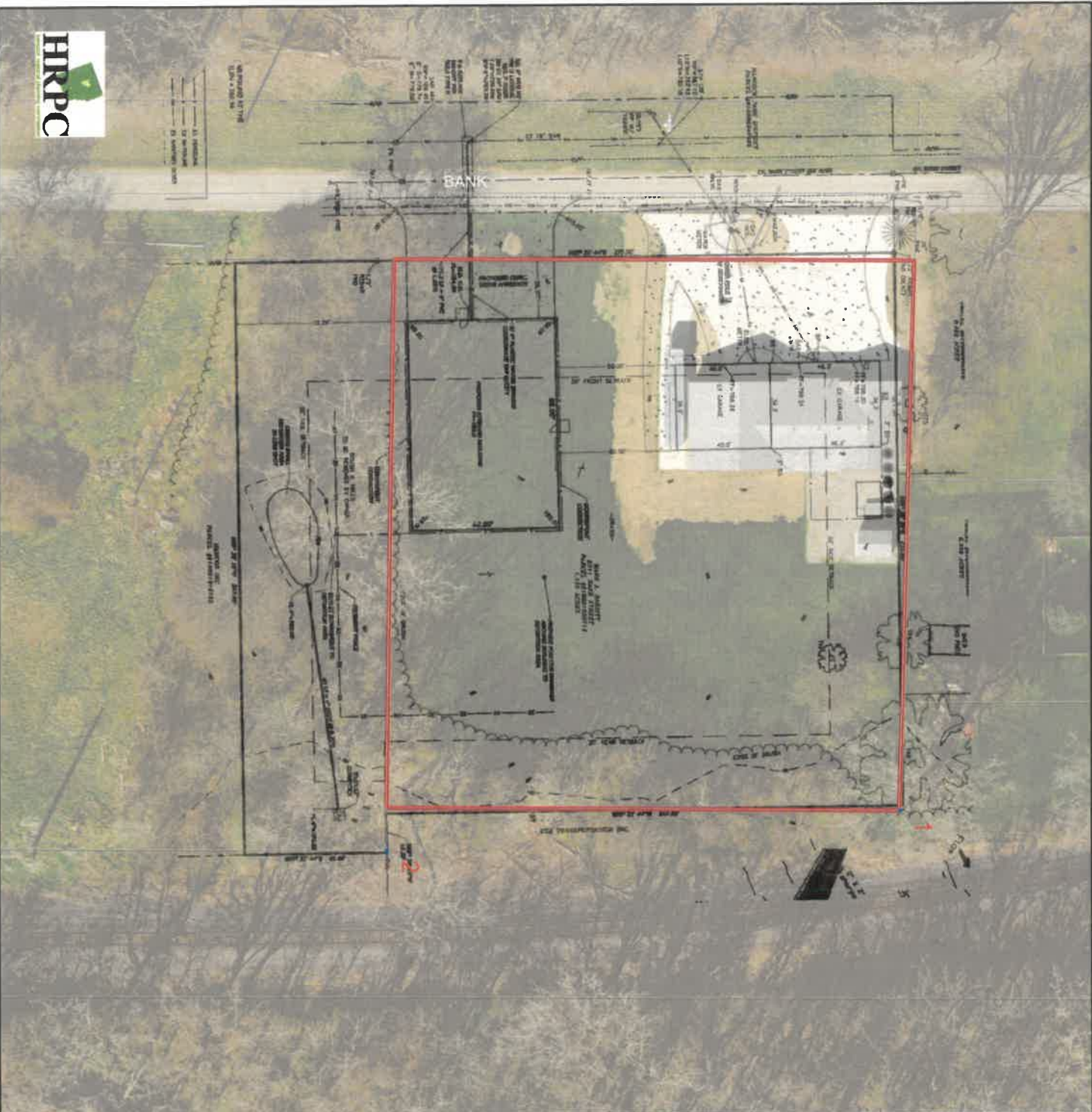
- Add an architectural feature to the doorway
- Add horizontal articulation
- Contingent upon the acquisition of the 60' strip from the neighboring parcel
- Shift the building ten feet (10') south to meet the sideyard setback

SP-07-2024

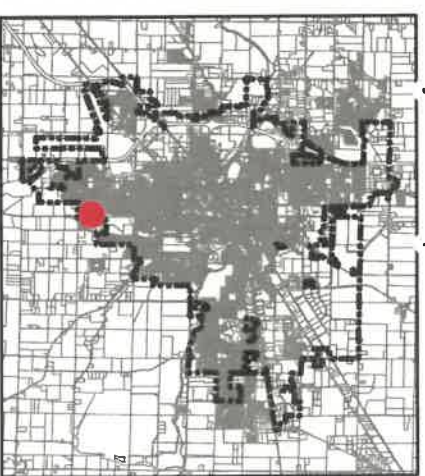
APPLICATION FOR
SITE PLAN REVIEW
filed by Mark Bassitt for a
new storage building at
2311 Bank Street.

Legend

- Parcels
- 2311 Bank Street
- Road Centerline



Findlay Locator Map



SP-07-2024

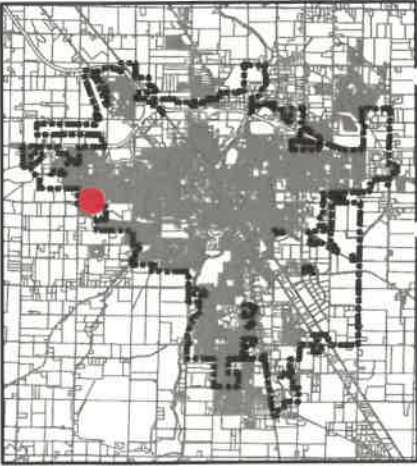
APPLICATION FOR
SITE PLAN REVIEW
filed by Mark Bassitt for a
new storage building at
2311 Bank Street.



Legend

- Parcels
- 2311 Bank Street
- Road Centerline
- Large Lot Residential, R-1
- Medium Lot Residential, R-2
- Small Lot Residential, R-3
- Duplex/Triplex, R-4
- Local Commercial, C-1
- General Commercial, C-2
- Downtown Commercial, C-3
- Office/Institution, O-1
- Light Industrial, I-1
- Heavy Industrial, I-2
- Condominium, CD
- Multi-Family, Low Density, M-1
- Multi-Family, High Density, M-2
- Parks and Open Space, PO
- Mobile Home, MH
- Multi-zoned Parcels
- <all other values>
- ZONING_NEW
- M2
- R3
- R4

Findlay Locator Map









5. APPLICATION FOR SITE PLAN REVIEW #SP-08-2024 filed by Michigan Sugar Company for a new gravel site laydown yard at 1343 Greenwood Street.

CPC STAFF

General Information

This request is located between Greenwood Street and W. Lima Avenue. The parcel is zoned I-1 Light Industrial. The neighborhood to the south is zoned R-3 Small Lot Residential. It is not located within the 100-year floodplain. The City of Findlay Land Use Plan designates the property as Industrial.

Parcel History

The site is currently vacant.

Staff Analysis

The applicant has submitted a site plan for a 230,000-sf gravel drop yard. This drop yard would be for the use of Kent Power, who are a contractor of AEP. This site would store equipment including pickups, bucket trucks, digger derricks, truck mounted cranes, backhoes, tooling, and Conex storage boxes. It would also store their materials including: steel poles, wire reels, insulators, other misc. material.

They have shown a landscape mound and buffer between the residential properties to the south and this site. They have provided 51 evergreen trees, 51 canopy trees, and 102 shrubs. Staff would recommend using Level 3 screening, option 3, due to the conflicting nature of industrial abutting residential. This would mean they need 204 shrubs installed in that area.

For outdoor storage, the code does allow for the yard to be a permeable surface in the I-1 district, as long as it is enclosed. They plan to utilize some existing fencing, but will be installing a 6-foot-high chain link fence and vehicle gates to enclose the site.

They did note a future pole barn might be included with the site. Staff would remind the applicant that they will need to submit plans and get the proper permits in the future.

Staff Recommendation

CPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-08-2024 filed by Michigan Sugar Company for a new gravel site laydown yard at 1343 Greenwood Street with the following condition:**

- Increase the number of shrubs to 204

ENGINEERING

Access –

Access to the site will be from a new drive that will be tying into the existing drive apron off of Lima Avenue.

Water Service –

The proposed water service will be extending to the south towards the new 12-inch waterline that is on the north side of Lima Avenue. Engineering will need to know what size the service line

will be.

Sanitary Service –

For the sanitary sewer lateral, Engineering would like to see the lateral ran on the private property as much as possible. Once the lateral gets outside of the property line that area turns into the ODOT LA ROW which may need a permit through ODOT to allow for the lateral to be in the LA ROW.

Stormwater Management –

Engineering will work with the Consultant to verify that the proposed stone area is not adding additional impervious areas to the property. Looking at the site it appears the whole site is currently all grass, with minimal areas of impervious areas. The proposed layout will be compacted 304 stone with a different CN value than grass, which will make it slightly more impervious than grass.

MS4 Requirements –

The site is outside of City Limits so the applicant will not need to comply with the City of Findlay's Erosion & Sediment Control Ordinance. Applicant should contact the Hancock County Engineer's office for their requirements.

Recommendations:

Conditional Approval of the Site Plan:

- Verify Pre and Post Construction CN Values.

The following permits may be required prior to construction:

- Water Service Connections x 1
- Sanitary Mainline Tap Permit x 1

FIRE PREVENTION

- No Comment

RECOMMENDATION

Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-08-2024 filed by Michigan Sugar Company for a new gravel site laydown yard at 1343 Greenwood Street with the following condition:**


- Increase the number of shrubs to 204

SP-08-2024

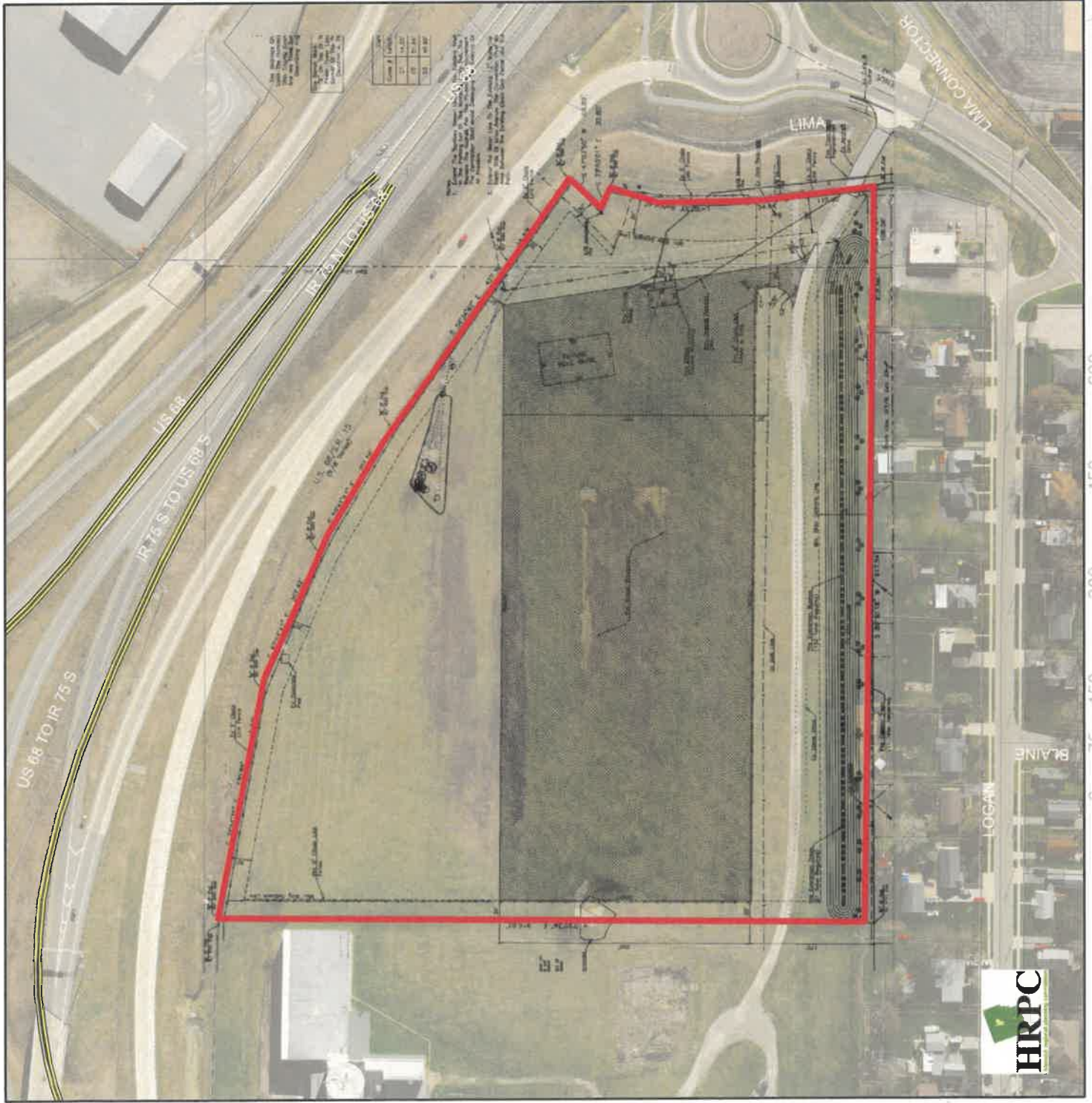
APPLICATION FOR
SITE PLAN REVIEW
filed by Michigan Sugar Company
for a new gravel site laydown
yard at 1343 Greenwood Street.

Legend

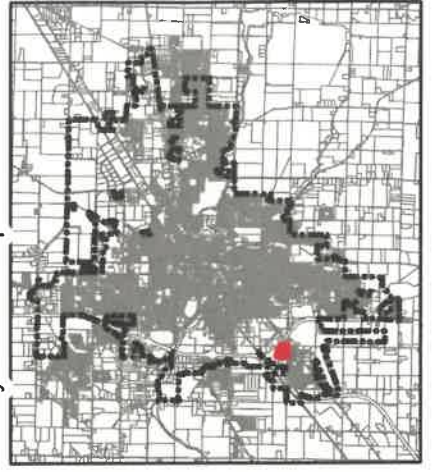
 Gravel Lot Site

 Parcels

 Road Centerline



Findlay Locator Map



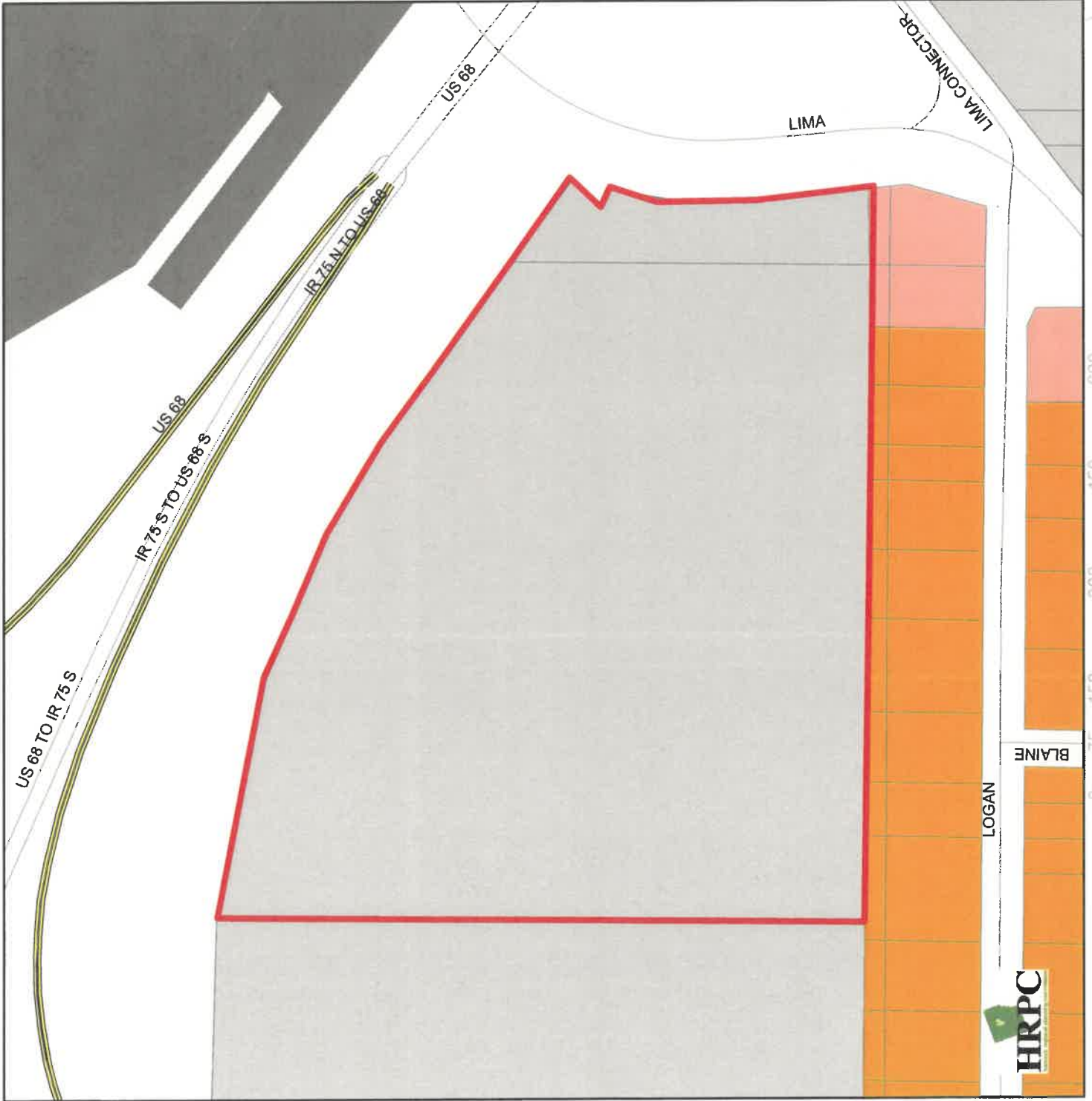
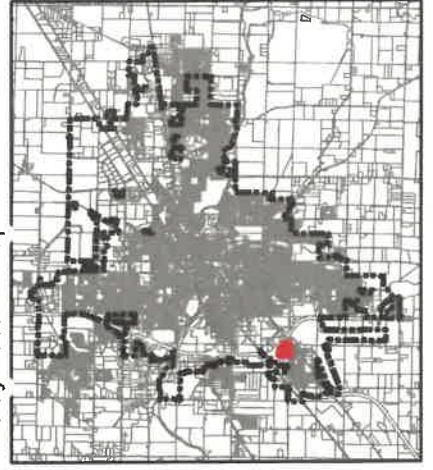
SP-08-2024

APPLICATION FOR
SITE PLAN REVIEW
filed by Michigan Sugar Company
for a new gravel site laydown
yard at 1343 Greenwood Street.

Legend

- Gravel Lot Site
- Parcels
- Road Centerline
- Large Lot Residential, R-1
- Medium Lot Residential, R-2
- Small Lot Residential, R-3
- Duplex/Triplex, R-4
- Local Commercial, C-1
- General Commercial, C-2
- Downtown Commercial, C-3
- Office/Institution, O-1
- Light Industrial, I-1
- Heavy Industrial, I-2
- Condominium, CD
- Multi-Family, Low Density, M-1
- Multi-Family, High Density, M-2
- Parks and Open Space, PO
- Mobile Home, MH

Findlay Locator Map



2