

# City of Findlay City Planning Commission

Thursday, August 8, 2016 - 9:00 AM  
Municipal Building, Council Chambers

## Minutes

(Staff Report Comments from the meeting are incorporated into the minutes in lighter text. Actual minutes begin with the DISCUSSION Section for each item)

**MEMBERS PRESENT:** Lydia Mihalik  
Dan DeArment  
Dan Clinger  
Jackie Schroeder

**STAFF ATTENDING:** Judy Scrimshaw, HRPC Staff  
Matt Cordonnier, HRPC Director  
Jeremy Kalb for Brian Thomas  
Todd Richard

**GUESTS:** Dan Stone, Steve Risner, Tom Shindledecker

## CALL TO ORDER

### ROLL CALL

The following members were present:

Lydia Mihalik  
Dan Clinger  
Dan DeArment  
Jackie Schroeder

### SWEARING IN

All those planning to give testimony were sworn in by Judy Scrimshaw.

### APPROVAL OF MINUTES

Dan Clinger made a motion to approve the minutes of the July 14, 2016 meeting. Dan DeArment seconded. Motion to accept carried 4-0.

## ITEMS TABLE AT THE JUNE 9, 2016 MEETING

**ALLEY/STREET VACATION PETITION #AV-03-2016 filed to vacate an unimproved right-of-way of Connell Avenue running east from Fishlock Drive.**

## NEW ITEMS

**1. APPLICATION FOR SITE PLAN REVIEW #SP-18-2016 filed by AMEN, LLC, 1640 Tiffin Avenue, Findlay, OH for a parking lot to accommodate conversion of the structure to a chiropractic office at 1500 Tiffin Avenue, Findlay.**

### HRPC

#### **General Information**

The land in this request is located on the north side of Tiffin Avenue at the intersection of Oakdale Avenue. It zoned O-1 Institutions and Offices and lots to the east, west and south are also zoned O-1. The parcel to the north is zoned R-1 Single Family Low Density. It is not located within the 100 year flood plain. The City of Findlay Land Use Plan designates the area as Neighborhood Commercial.

#### **Parcel History**

This is currently the site of a single family home.

#### **Staff Analysis**

The applicant is proposing to convert the home into a Chiropractic office. According to the County Auditor's records, the home is approximately 2450 square feet. There is also a detached 24' x 36' 3-car garage on the property. No alterations of the building footprint are proposed.

Additional parking is needed to accommodate this change of use. The parking standard requires one space per 300 square feet in the office district. This calculates to 9 parking spaces. They meet the requirement with a proposed lot of 6 spaces, a 3-car garage and extra parking outside the garage if needed. The width of the driveway is being doubled to accommodate ingress and egress of 2 vehicles.

Parking lots with 6 spaces or more are to include perimeter screening. We asked for the screening to be on the south and west sides of the lot and the applicant has shown this on the plan. Directly east is the AAA office building which is also a commercial use and the screening is not needed there. There is a home directly north of the proposal, but because there are really no changes on that side of the structure, we have not required additional screening there.

The plan shows the location of a freestanding sign. This will need to be moved back from the front property line. It appears that the post is 10' from the r/w, but the front corner of the sign encroaches. All parts of the sign must be no closer than 10' from the right of way line.

HRPC Staff recommends approval to FCPC of **APPLICATION FOR SITE PLAN REVIEW #SP-18-2016 for a parking lot to accommodate conversion of the structure to a chiropractic office at 1500 Tiffin Avenue subject to the following condition:**

- **Locating the sign behind the 10' required setback (HRPC)**

## ENGINEERING

Access – The applicant is proposing to widen the existing drive approach by adding to one side of the existing approach. We have required other sites that wanted to do the same thing to replace the entire approach and we do not see why this case should be any different. The forty (40) foot drop curb proposed is excessive for this use since it should not have large trucks using it. We would recommend using the existing thirty (30) foot drop curb for the site. The plans show the existing asphalt drive being widened on one side but do not show any work being done on the existing asphalt. The existing asphalt is in poor shape and needs to be replaced.

Water & Sanitary Sewer – The applicant is not planning any changes to the existing services to the structure. Water Distribution noted that the ¾” service off of Oakdale is not shown on the plans.

Stormwater Management – Detention is being provided for the site and meets City standards.

MS4 Requirements – The applicant will be disturbing less than one (1) acre, so the project will not be required to comply with the City of Findlay’s Erosion and Sediment Control Ordinance.

Sidewalks – There are existing sidewalks on Tiffin Avenue but no sidewalks on Oakdale Drive.

Recommendations: Conditional approval of the site plan subject to the following conditions:

- The entire drive approach be replaced.
- The proposed drop curb be reduced to thirty (30) feet.
- The existing asphalt be replaced.

The following permits may be required prior to construction:

- Drive/Curb Cut Permit

## FIRE PREVENTION

Apply for all necessary permits with Wood County Building Department.

## STAFF RECOMMENDATION

Staff recommends approval of APPLICATION FOR SITE PLAN REVIEW #SP-18-2016 for a parking lot to accommodate conversion of the structure to a chiropractic office at 1500 Tiffin Avenue subject to the following condition:

- Locating the sign behind the 10’ required setback (HRPC)
- The entire drive approach be replaced. (ENG)
- The proposed drop curb be reduced to thirty (30) feet. (ENG)
- The existing asphalt be replaced. (ENG)
- Apply for all necessary permits with Wood County Building Department. (FIRE)

## DISCUSSION

Dan Clinger asked how the detention will be working. He sees a pipe coming out. Mr. Stone replied that it is a dammed up swale. There will be a small pipe that will meter the water and have it back up into the swale. It will outlet to the existing roadside swale that goes to an existing storm sewer just north of the property. That is in the process of being replaced by the City. He said they put some rock in to help prevent erosion. It will just be some small clean looking rock.

**MOTION**

Dan Clinger made a motion to approve **APPLICATION FOR SITE PLAN REVIEW #SP-18-2016 for a parking lot to accommodate conversion of the structure to a chiropractic office at 1500 Tiffin Avenue, Findlay subject to the following conditions:**

- **Locating the sign behind the 10’ required setback (HRPC)**
- **The entire drive approach be replaced. (ENG)**
- **The proposed drop curb be reduced to thirty (30) feet. (ENG)**
- **The existing asphalt be replaced. (ENG)**
- **Apply for all necessary permits with Wood County Building Department. (FIRE)**

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

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

**2. APPLICATION FOR FINAL PLAT #FP-05-2016 for Investek Subdivision, a two lot residential subdivision located on the west side of Technology Drive.**

**HRPC**

**General Information**

This request is located on the west side of Technology Drive south of CR 99. It is zoned M-2 Multi-Family High Density. To the south is also zoned M-2. To the north and east is zoned C-2 General Commercial and to the west is Allen Township which is not zoned. It is not located within the 100 year flood plain. The City Land Use Plan designates the site as Office.

**Parcel History**

The site was rezoned to M-2 in March, 2015. The site plan for the apartment complex was approved by FCPC in May, 2015.

**Staff Analysis**

The applicant is requesting to split the parcel into two (2) lots. The complex is proposed to be a two phase project and the east half of the lot (phase 1) is currently under construction.

Because Lot 2 does not have any road frontage, a plat was required. A recorded easement of access through Lot 1 will provide access to Lot 2. The easement is shown along the drive established for the first phase of the complex.

The splitting of the parcel is being requested for financial purposes. Investek Holdings will maintain ownership of both lots.

**Staff Recommendation**

HRPC Staff recommends approval to FCPC of **APPLICATION FOR FINAL PLAT #FP-05-2016 for Investek Subdivision, a two lot residential subdivision located on the west side of Technology Drive.**

## **ENGINEERING**

Engineering has never been told if the proposed water and sanitary that are going to be installed on Lot 1 are going to be public or private. We have no objection to the utilities being private but if they are going to be public, the easements should be added to the final plat. That way all of the easements will be shown on one document instead of multiple documents.

The owner's certification is the standard one that is used for subdivisions. It states that the owner "dedicate the roads and ways of width". Since no roads are being dedicated, it would be less confusing if this is removed from the certification.

There are a couple of dimensions/labels that need to be added. Engineering will work with the consultant to get these added.

Recommendations: Conditional approval of the final plan subject to the following conditions:

- Add easements for the proposed water and sewer if they are going to be public.
- Revise the owner's certification to removing the road dedication wording

## **FIRE PREVENTION**

No Comments

## **STAFF RECOMMENDATION**

Staff recommends approval to FCPC of **APPLICATION FOR FINAL PLAT #FP-05-2016 for Investek Subdivision, a two lot residential subdivision located on the west side of Technology Drive subject to the following conditions:**

- **Add easements for the proposed water and sewer if they are going to be public. (ENG)**
- **Revise the owner's certification removing the road dedication wording (ENG)**

## **DISCUSSION**

Dan Clinger said he recalls approving this lot a year or so ago with a layout for apartments on all of it. He asked if that had changed. Mr. Stone replied no.

Mr. Clinger stated that there I also an easement for drainage that is shown as vacate on the plat. Dan Stone replied that on the initial plat for the Commerce Park subdivision, that was where the original detention pond was to be designed. It was recorded that way and those easements were never updated. The detention basin now is to the west of this area. Mr. Stone said that as these plats come they will vacate the old drainage easements that have no use but are just on paper.

## **MOTION**

Dan Clinger moved to approve **APPLICATION FOR FINAL PLAT #FP-05-2016 for Investek Subdivision, a two lot residential subdivision located on the west side of Technology Drive subject to the following conditions:**

- **Add easements for the proposed water and sewer if they are going to be public. (ENG)**
- **Revise the owner's certification removing the road dedication wording (ENG)**

2<sup>nd</sup>: Jackie Schroeder

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

Dan Clinger asked if the tabled item will stay on the agenda. Judy Scrimshaw replied that the applicant is not here today.

Ms. Scrimshaw said that she had been in contact with the applicant recently who said he is still working on this. He wanted to verify that he did not need to re-apply.

**ALLEY/STREET VACATION PETITION #AV-03-2016 remains tabled.**

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Lydia L. Mihalik  
Mayor

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Paul E. Schmelzer, P.E., P.S.  
Service-Safety Director