

City of Findlay City Planning Commission

Thursday, August 9, 2018 – 9:00 AM

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: Mayor Lydia Mihalik
Dan Clinger
Jackie Schroeder
Brian Thomas
Dan DeArment

STAFF ATTENDING: Judy Scrimshaw, Development Planner
Erik Adkins, Zoning Inspector
Jeremy Kalb, Engineering Project Manager
Matt Cordonnier, HRPC Director
Don Rasmussen, Law Director

GUESTS: Tom Shindledecker, Doug Jenkins, Mark Mox, Lou Wilin,
Paul Rubenstein, Christie Ranzau, Phil Rooney, Leah Fox,
Jodi Mathias

CALL TO ORDER

ROLL CALL

The following members were present:

Mayor Lydia Mihalik
Dan Clinger
Jackie Schroeder
Brian Thomas
Dan DeArment

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 July 12, 2018. Lydia Mihalik seconded. Motion carried 5-0-0.

NEW ITEMS

1. APPLICATION FOR CONDITIONAL USE #CU-05-2018 filed by Terrapin Acquisitions, Ltd., 430 First Street, Findlay to construct a retail business on Stanford Parkway.

General Information

This request is located on the east side of a private loop that runs off the east side of Stanford Parkway. It is zoned I-1 Light Industrial. All parcels to the north, south and west are also zoned I-1. The lot abuts Interstate 75 on the east side. It is not located within the 100-year flood plain. The City of Findlay Land Use Map designates the area as Industrial.

Parcel History

This is a vacant parcel

Staff Analysis

The applicant is proposing to construct a 6000 square foot retail building on a 1.448-acre parcel. They have indicated that the majority of their business is conducted through online ordering.

I-1 Light Industrial does not allow retail as a permitted use, but industrial uses in I-1 can have a percentage of their business as retail. The I-1 district has a clause in the Conditional Use section allowing Planning Commission to permit any less intensive, non-objectionable uses. This was used last year to permit a proposed gym to be able to locate in an industrially zoned area.

The applicants would like to have confirmation that they can conduct the business before investing in the preparation of a formal site plan. The sketch submitted shows the showroom area, office space and storage areas.

Staff is in favor of the proposal and the applicant is aware that a full site plan will be required for Planning Commission review prior to any construction.

Staff Recommendation

HRPC Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-05-2018 filed by Terrapin Acquisitions, Ltd to construct a retail business on Stanford Parkway.**

ENGINEERING

No Comment

FIRE PREVENTION

No Comment

STAFF RECOMMENDATION

Staff recommends approval of **APPLICATION FOR CONDITIONAL USE #CU-05-2018 filed by Terrapin Acquisitions, Ltd to construct a retail business on Stanford Parkway.**

DISCUSSION

Judy Scrimshaw said she had one person with Majuni come to the office and say she didn't have a problem with this but didn't want them to move in and then complain that they make noise. Ms. Scrimshaw assured her that they can't do that as they are moving into an industrial area.

MOTION

Dan DeArment made a motion to **approve APPLICATION FOR CONDITIONAL USE #CU-05-2018 filed by Terrapin Acquisitions, Ltd., 430 First Street, Findlay to construct a retail business on Stanford Parkway.**

2nd: Dan Clinger

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

2. PETITION FOR ZONING AMENDMENT #ZA-10-2018 filed to rezone 310 Frazer Street from R-3 Single Family High Density to R-4 Duplex/Triplex.

HRPC

General Information

This request is located on the north side of Frazer Street east of Morey Avenue. It is zoned R-3 Single Family High Density. Lots to the west and south are also zoned R-3. To the north and east is zoned O-1 Institutions and Offices. All of these lots are also within the University Overlay. It is not located within the 100-year flood plain. The City of Findlay Land Use Map designates the area as Single Family Small Lot with the University Overlay.

Parcel History

This property was a duplex prior to the adoption of a zoning ordinance by the City in 1955.

Staff Analysis

The applicant is requesting to rezone this lot to R-4 Duplex/Triplex in order to restore it to its former use. The property is currently listed as a single family home.

The structure was built as a duplex. There are two front doors and a separate sidewalk from the street to each porch. It is located in the middle of University of Findlay owned properties. The house to the west (314 Frazer Street) is still independently owned, but all the other houses on that side appear to be owned by the University and are converted to offices.

There is a single car garage on the east side of the home and a driveway which could hold two cars. There is an old gravel area at the rear of the property that is accessed by the alley that could be used to park as well.

Due to the nature of the neighborhood with many rentals and the proximity of the University, Staff feels the zoning can be justified.

Staff Recommendation

HRPC Staff recommends that Findlay City Planning Commission recommend approval to Findlay City Council of PETITION FOR ZONING AMENDMENT #ZA-10-2018 filed to rezone 310 Frazer Street from R-3 Single Family High Density to R-4 Duplex/Triplex.

ENGINEERING

No Comment

FIRE PREVENTION

No Comment

STAFF RECOMMENDATION

Staff recommends that Findlay City Planning Commission recommend approval to Findlay City Council of PETITION FOR ZONING AMENDMENT #ZA-10-2018 filed to rezone 310 Frazer Street from R-3 Single Family High Density to R-4 Duplex/Triplex.

DISCUSSION

Dan Clinger asked the applicant what he was planning on doing for parking. The applicant stated that they have a parking plan that will work with the Zoning Office. Mr. Clinger asked if it was for the rear of the property. The applicant said yes and that it would be off the alley. Dan DeArment asked how many cars it would hold. The applicant said it would be for four cars.

MOTION

Dan Clinger made a motion to recommend approval to the Findlay City Council for PETITION FOR ZONING AMENDMENT #ZA-10-2018 filed to rezone 310 Frazer Street from R-3 Single Family High Density to R-4 Duplex/Triplex.

2nd: Jackie Schroeder

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

3. PETITION FOR ZONING AMENDMENT #ZA-11-2018 filed to rezone 716 Franklin Avenue from R-2 Single Family Medium Density to R-4 Duplex/Triplex.

HRPC

General Information

This parcel is located on the west side of Franklin Street and is zoned R-2 Single Family Medium Density. Land to the north and south is also zoned R-2. To the east is zoned R-3 Single Family High Density. To the west is zoned O-1 Institutions and Offices. It is not within the 100-year flood plain. The City of Findlay Land Use Plan designates the area as Single Family Small Lot.

Parcel History

The applicant has recently purchased this property and it is listed as a single family home on the County Auditor's website.

Staff Analysis

The applicant states in his letter that the previous owner had begun renovating the interior of the house to be a rental for college students. The project was never completed and the house has been sitting in an unfinished state.

This property was zoned B-Residential prior to adoption of the new zoning code which could have allowed for conversion to a duplex. Directly west is University owned multi-family housing.

There is no vehicular access from the street. An alley accesses the rear of the property. There is a dilapidated garage that is probably of no use. If this is torn down, a parking area could be created for four vehicles, which would meet the standard to have a duplex. If the zoning is approved by Council, the owner will have to file for a change of use with the zoning department and will need to show that adequate off street parking will be provided.

This property is also in the University Overlay district meaning it is expected to be in that potential transitional area to become university related uses at some point. Franklin Avenue is currently a mix of Single Family owner occupied, single family rentals, and duplexes.

Staff Recommendation

HRPC Staff recommends **that Findlay City Planning Commission recommend approval to Findlay City Council of PETITION FOR ZONING AMENDMENT #ZA-11-2018 filed to rezone 716 Franklin Avenue from R-2 Single Family Medium Density to R-4 Duplex/Triplex.**

ENGINEERING

No Comment

FIRE PREVENTION

No Comment

STAFF RECOMMENDATION

Staff recommends **that Findlay City Planning Commission recommend approval to Findlay City Council of PETITION FOR ZONING AMENDMENT #ZA-11-2018 filed to rezone 716 Franklin Avenue from R-2 Single Family Medium Density to R-4 Duplex/Triplex.**

DISCUSSION

Mr. Clinger asked the applicant if they intended to tear down the garage for parking. The applicant said yes, he has already picked up the demolition form. Mr. DeArment asked if there were already four parking spots back there. The applicant said yes and mentioned that the previous owner started to convert it to a triplex but they bought it off the sheriff's sale from him and they would like to continue the plan but aren't 100% certain whether they are going with a duplex or a triplex, but either way, with the help of the Zoning Office, they have a plan for six spaces for parking. He mentioned the street out front is generally very crowded.

MOTION

Dan DeArment made a motion to recommend **approval to the Findlay City Council for PETITION FOR ZONING AMENDMENT #ZA-11-2018 filed to rezone 716 Franklin Avenue from R-2 Single Family Medium Density to R-4 Duplex/Triplex.**

2nd: Jackie Schroeder

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

4. APPLICATION FOR SITE PLAN REVIEW #SP-14-2018 filed by Danop, LTD, 3619 SR 113 E, Milan OH for a proposed Dunkin Donuts to be located at 416 Trenton Avenue.

HRPC

General Information

This request is located on the north side of Trenton Avenue west of Morey Avenue. It is zoned C-2 General Commercial. To the south, east and west is also zoned C-2. To the north is zoned MH Mobile Home. 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 is a vacant lot.

Staff Analysis

The applicant is proposing to construct an 1828 square foot Dunkin Donuts restaurant with a drive through window.

Access to the site will be via the two existing access points that were created by Advance Auto Parts. One will be on Trenton Avenue and one is onto Madison Avenue.

All required building setbacks are exceeded with the location of the structure.

The parking requirement for this size of retail is only five spaces. The proposal shows 23. At the southeast corner of the lot there are two (2) spaces shown. The southernmost space will have to back straight back into the oncoming traffic entering the site to get out. This is a dead end parking situation and needs to have a 10' deep stub into the grass area to the south to provide an area to back into. A diagram is shown in the City Zoning Ordinance section on parking. If they do not want to do this, then that spot should be eliminated.

The drive through speaker, menu board and windows are located on the west side of the site. The restaurant will use the double order line layout. Traffic will enter from Trenton Avenue and turn right into the site then left to go north past the building and get into one of the two order lanes on the north end of the building. The two order lanes will consolidate into one to stop at the payment and pick up windows on the west side of the building. They will then exit the site either south to Trenton Avenue or north to Madison Avenue.

One potential issue could be from traffic entering from the Madison Avenue side which is only able to turn south. The plans indicate that there is no curbing around the drive thru lanes only painted lines. There is the potential for a car trying to jump into the drive thru line from that end or sitting there and blocking other traffic while waiting for the chance to get in the line.

The dumpster area is located in the northeast corner of the lot. An illustration we received of the enclosure indicates walls with split faced block that is painted to match other finishes. Doors are cedar boards. The height of the walls is 6' 4".

The store will use grey colored concrete-look panels, thin brick and high pressure laminate with accents of the Dunkin Donuts pink and orange. Several wall signs are proposed. There is no limitation on wall signage. The location of a sign is shown in the southeast corner of the lot. There were no details included. This must be a low profile sign similar to what the auto parts store to the west has used.

The landscape plan only shows shrubs in the island areas to the north of the store. Code requires landscaping in the front of the parking lot along Trenton Avenue and on the north along Madison Avenue. There should also be foundation plantings along the building. Staff will require a new landscaping plan before any permits are issued. Staff suggests a similar plan as the Advance Auto Parts store next door. We have sent a copy of their plan from a few years ago to the applicant.

The photometric plan submitted shows measurements below the minimums in the zoning code.

Staff Recommendation

HRPC Staff recommends **approval of APPLICATION FOR SITE PLAN REVIEW #SP-14-2018 for a proposed Dunkin Donuts to be located at 416 Trenton Avenue subject to the following conditions:**

- **Correct parking layout in southeast corner (HRPC)**
- **Approval of landscape plan (HRPC)**

ENGINEERING

Access –

Will be using the existing drives off of Trenton and Madison Ave.

Sanitary Sewer –

The sanitary sewer lateral is proposed to come out of the east side of the building, and connect to the existing lateral on the SE corner of the property.

Waterline –

A new 1-inch waterline is proposed to come out of the east side of the building and connect to the existing waterline service

Stormwater Management –

Consultant is proposing that the amount of impervious surface area will decrease from prior use, so no additional storm or detention is required. The Engineering Office will work with the consultant to verify storm detention needs.

MS4 Requirements –

The amount of erodible material that will be disturbed will be less than one acre so the site is will not be required to comply with the City of Findlay’s Erosion & Sediment Control Ordinance.

Recommendations:

- Conditional Approval of the Site Plan
 - Finalize the approve Stormwater Calculations with the City Engineer.

Following Permits are Needed Before Construction Can Start:

Storm Sewer Permit-	1 total
Sanitary Sewer Reconnect-	1 total
Sidewalk Permit-	1 total
Drive/ Curb Cut Permit-	1 total

FIRE PREVENTION

Apply for all necessary permits with Wood County Building Department.

STAFF RECOMMENDATION

Staff **recommends approval of APPLICATION FOR SITE PLAN REVIEW #SP-14-2018 for a proposed Dunkin Donuts to be located at 416 Trenton Avenue subject to the following conditions:**

- **Correct parking layout in southeast corner (HRPC)**
- **Approval of landscape plan (HRPC)**
- **Finalize the appropriate Storm Water Calculations with the City (ENG)**
- **Apply for all necessary permits with Wood County Building Dept. (FIRE)**

DISCUSSION

Jeremy Kalb asked the applicant about the existing drive to the south that has a drop to it and whether they intended to take that out and put a full height curb there and a sidewalk. Paul Rubenstein, with the company building Dunkin Donuts, said that they were planning to leave it as is but if it would cause confusion for customers driving into the site, he said they would replace it as a full height curb. Mr. Kalb said he could see a problem with people going into that and stated he would like to see it ADA as well because there would be a lot of foot traffic. Mr. Kalb said they would work with them on the situation.

Mr. Clinger asked Mr. Rubenstein about the double lane layout for the drive-thru and mentioned that he felt that getting to the outside lane over to the drive-thru window could be problematic. Mr. Rubenstein mentioned that they have done this layout about 6 times throughout the country and the outside lane is specifically for mobile orders and will be signed accordingly. If a customer does mobile ordering, they get a slightly expedited process through the drive-thru lane.

He said there are 5 or 6 loop detectors that sense where the cars are within the drive-thru lanes so the staff inside will know who is from the mobile line and who is not and be able to manage that. Mr. Rubenstein assured the Commission that while it looks like there might be a conflict and it might take some adjusting to when they first open, it will smooth itself out. He said that was the case with the first one opened in Massachusetts. He mentioned they are doing the same layout with another Dunkin Donuts that will be opening in Avon, Ohio in October and said that their operations group will have several months of learning from how things are run in Avon prior to opening here. Mr. DeArment asked if there were traffic lights to direct traffic. Mr. Rubenstein said that there would not be and it's solely relying on the employees inside to direct the traffic. Mr. Rubenstein stated that Dunkin is calling this their "Next Generation" store. There are only a handful of these open and operating in the country. Findlay is getting the latest and greatest look and technology.

Mr. Clinger mentioned that Engineering brought up issues with a drop curb on Trenton Ave. that was an original approach. Mr. Kalb said there's a drop curb that goes into AutoZone and then there's another just east of that as well. He pointed out which one they were using as their access and pointed out the one he wanted closed up. Mr. Kalb said there is also a high curb through there with an ADA walk. Mr. Clinger said he'd like to make that part of the conditional approval. Brian Thomas agreed.

Mr. Thomas mentioned that he knew Ms. Scrimshaw had concerns about cars cutting through with the northern drive. He pointed out where he didn't think having a curb would be helpful, especially in terms of snow removal. He asked if it made sense to just make the north drive an exit since there's one-way traffic on both sides of the building. Mr. Rubenstein stated that he wouldn't want to put curb there either but said the more free-flowing the lot is, the better it is for the customer. He said there is no advantage for customers to jump the line and if this becomes an operational problem, it can be addressed then but they want to try it out before they start closing off curb cuts, etc. Mr. Thomas suggested that a turn arrow be painted instead of a straight arrow or a right turn only sign to help direct traffic since it is a one-way loop around there. He said there's not going to be a lot of cars pulling off here from Trenton and the people coming in will be coming in for Dunkin Donuts so he's not too concerned. But he would like to see a turn arrow painted at the very least. Mayor Mihalik agreed that the arrow could help with directing traffic.

Mr. Clinger asked if the concept was more focused on drive-thru traffic versus the inside seating. Mr. Rubenstein said it is meant to optimize drive-thru traffic with the mobile ordering, but there will be a mobile pick-up area on the inside in addition to self-ordering kiosks. He said like most other quick serving restaurants, 60-70% of the customers go through the drive-thru so they want to optimize the drive-thru to the best of their ability. He said there would still be seating for people to come inside. He stated that it's not like in the old days where customers would come in and only stay a few minutes and leave. It will have Wi-Fi available and be inviting for people to come in to sit and enjoy their coffee.

Mr. Thomas reiterated Engineering's comments on sanitary and told them they were fine to reuse the sanitary but to work with their contractor to ensure that the condition of the existing sewer and waterline work for the site. The City cannot guarantee the condition of the pipes and it is not their responsibility to confirm that. The applicant said that was added to the drawings and said they were working with the sewer and water departments and they were good about spelling that out for them.

MOTION

Dan Clinger made a motion to **approve APPLICATION FOR SITE PLAN REVIEW #SP-14-2018 filed by Danop, LTD, 3619 SR 113 E, Milan OH for a proposed Dunkin Donuts to be located at 416 Trenton Avenue subject to the following conditions:**

- **Replace the drop curb and sidewalk along Trenton Ave.**
- **Correct parking layout in southeast corner (HRPC)**
- **Approval of landscape plan (HRPC)**
- **Finalize the appropriate Storm Water Calculations with the City (ENG)**
- **Apply for all necessary permits with Wood County Building Dept. (FIRE)**

2nd: Dan DeArment

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

ADJOURNMENT

Lydia L. Mihalik
Mayor

Brian Thomas, P.E., P.S.
Service Director