

Monroe Planning Commission Minutes
October 16, 2018 – 6:00 pm
233 South Main Street, Monroe, Ohio

The Planning Commission of the City of Monroe met in regular session at 6:00 pm on October 16, 2018. The meeting was held at Monroe City Hall.

Call to Order

The meeting was called to order at 6:00 pm by Mr. Morris. Members present were Steve Wood, Robert Routson, and Ron Tubbs.

Also present were: Kevin Chesar, Development Director; Kameryn Jones, Planner; Deana England, Deputy Clerk of Council; and Jordan Parker, Engineering Technician.

Mr. Tubbs moved to excuse Mr. Berry from the meeting; Seconded by Mr. Wood. Voice vote. Motion carried.

Mr. Wood moved to approved the minutes from the September 18, 2018 meeting; Seconded by Mr. Routson. Voice vote. Motion carried.

Case No. 2018-10-12—Consideration of a site plan application for an industrial building on the corner of Todhunter Road and Holman Avenue.

Ms. Jones stated that Brian Chalk has submitted a site plan application to construct a multitenant industrial building on a lot at the corner of Holman Avenue and Todhunter Road. The building is proposed to be 9,600 square feet that will be able to house multiple tenants. Approximately half of the building will be occupied by Camden Landscape Inc., the business owned by the applicant. This site is 1.94 acres. The applicant anticipates a January 2019 completion date.

Ms. Jones stated that the surrounding zoning consists of to the North: H-1 Heavy Industrial (vacant property), South: L-1 Light Industrial (Dixie Machinery Co), East: L-1 Light Industrial (vacant property), and to the West: H-1 Heavy Industrial (vacant property).

Ms. Jones stated that the site is required 13 parking stalls based on square footage. The applicant has proposed 15, which is beyond the 10% variance granted by right. Staff also is concerned about the southernmost parallel parking space proposed as it significantly narrows the aisle width in that area. Staff requests this space be removed. Sidewalks along a building façade containing a main entrance are required to be a minimum of 8 foot wide. As Planning Commission has approved in the past, the sidewalks have been reduced to 5-foot in industrial areas with minimal customer traffic. Staff requests verification the sidewalk along building is a minimum of 5' wide.

Ms. Jones stated that in regards to landscaping, islands are required on the ends of the interior parking rows with a minimum of one canopy tree and three shrubs per island. Based on this site, approximately four landscape islands are required. No parking islands are currently proposed. A continuous screen of

shrubs at a minimum height of 36 inches is required along all parking areas. Based on the current parking plan, a row of shrubs against the four interior parking stalls to the south is required. A minimum of 20% of the required front yard area for the site must be landscaped. This calculation may include perimeter landscaping requirements. In the H-1 zoning district, the minimum front yard setback is 20 feet. The minimum area required to be landscaped would then equal 5 feet times the length of frontage along both Todhunter Road and Holman Avenue. Staff requests a calculation of front yard landscaping area. Service doors or overhead retractable doors shall be screened to achieve a minimum 50% opacity up to 6 feet in height if the doors are unable to be located away from public view. The applicant has proposed mounding, approximately 6 feet high and 12 feet wide along the majority of the site's frontage on Todhunter and Holman Avenue. As a reminder, any roof mounted or ground mounted equipment must be screened from view via parapets, fencing, and/or landscaping. Staff requests elevation details of the storage enclosures proposed toward the north of the site. These and any other outdoor storage areas must be fully screened by a solid fence or wall, not exceeding 14 feet in height. This screening shall be constructed of materials similar or in complement to the principle building.

Ms. Jones states that staff requests a calculation of the percentages of materials used on all elevations. A maximum of 75% of the site may contain secondary building materials such as concrete blocks or metal panels. A minimum of 25% of all elevations visible from a public right-of-way must be a primary masonry material such as natural stone or brick. In addition, a minimum of 15% of the building facade facing a public right-of-way must contain accent materials such as EIFS, glass, or tile. Examples of how to achieve this intent are included below in the staff recommendation. The front facing elevation facing Todhunter, which serves as the building's main entrance, is required 15% wall area (approximately 162 square feet) for a defined entrance, which includes a recess or extension of the building façade as an element such as an awning, portico, etc. While a 15' awning has been proposed, it may not meet the intent of a clearly defined or established entrance area. Staff requests the awnings be of metal material and a minimum of 5 feet deep. Additionally, Staff requests the awning columns be of a primary masonry material. Examples are included below in the staff recommendation.

Ms. Jones stated that outdoor lighting standards require consistent illumination across the site so as not to create dark spots that may create safety issues. The current lighting plan is below the minimum lighting required throughout the majority of the site. The minimum required at both development entryways are 0.2 fc, 0.3 for parking areas and access drives, and 0.2 for walkways.

The Fire Department states that the address should be based off Todhunter Road front entrance. Public Works is requesting detention calculations. The Police Department has no comment at this time.

Ms. Jones states that staff recommends approval of this site plan application with the following conditions: The applicant work with Staff on an updated landscape plan to address report comments with particular attention to the front yard landscaping requirements and minimum size and species requirements. A revised photometric plan be submitted to meet City standards. The applicant recognizes that at a future date a 5-foot sidewalk in the right-of-way may be installed by the City at the property owner's expense. The right-of-way area directly abutting the improved site will be the responsibility of the property owner to maintain. All other Staff comments be met. Digital files compatible with City GIS be submitted. The applicant work with Staff on updated architectural drawings to address report comments, specifically regarding material types and front entrance elements.

Mr. Wood believes that with 3 tenants occupying the space that the handicap parking is not sufficient and the placement of the two existing spots should be looked at.

Mr. Morris stated that with the nature and amount of items not decided or resolved that this case is not ready to be before Planning Commission and should be tabled as to not approve and push acceptable decisions on these items solely on staff.

Mr. Morris moved to table Case No. 2018-10-12 Consideration of a site plan application for an industrial building on the corner of Todhunter Road and Holman Avenue; seconded by Mr. Wood. Voice vote. Motion carried.

Mr. Tubbs moved to adjourn at 6:53 pm; seconded by Mr. Wood.

Respectfully submitted by:

Deana England
Executive Assistant/Deputy Clerk of Council