

Monroe Planning Commission Minutes
November 29, 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 November 29, 2018. The meeting was held at Monroe City Hall.

Call to Order

The meeting was called to order at 6:00 pm by Mr. Berry. Members present were Steve Wood 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. Berry moved to excuse Mr. Morris and Mr. Routson from the meeting; Seconded by Mr. Wood. Voice vote. Motion carried.

Mr. Berry moved to approved the minutes from the October 16, 2018 meeting; Seconded by Mr. Wood. Voice vote. Motion carried.

Mr. Berry moved to un-table Case No 2018-10-12; seconded by Mr. Tubbs. Voice vote. Motion carried.

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

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 originally sought approval from Planning Commission on October 16. The case was tabled in order to allow time for further resolution of several site related issues.

Mr. Morris joined the meeting at 6:17pm.

Ms. Jones stated that at the previous meeting, Planning Commission voiced concerns regarding parking and access to individual tenant spaces within the building, and whether adequate space was given for those parked, particularly in ADA spaces, to appropriately access the business entrance doors. The applicant has updated their plans to show 7.5 feet of distance between the parking blocks and the building wall, effectively creating the 5 feet typically given for an interior sidewalk along an industrial building. As the parking area surface will be concrete and this sidewalk area will be level with the building, the sidewalk will be striped for identification purposes.

Ms. Jones stated that since the October meeting, the applicant has indicated areas on the west side of the site where he intends to maintain existing buffer areas to further assist in screening his site from

the adjacent property and Todhunter Road. The applicant has stated the planting schedule on the submitted plans are incorrect as the Honey Locust may be replaced with the American Elm. Staff requests an updated landscape plan showing all final choices for landscaping to ensure compliance with code. Staff requests location of mulched landscape beds be shown on the landscape plan.

Ms. Jones stated that the storage enclosures proposed toward the northwest corner of the site are proposed to be screened with 24 feet of solid wood fencing, in addition to 6' tall spruce trees. Staff requests confirmation of the height of the fencing to ensure appropriate screening of the 4' tall enclosures.

Ms. Jones states that the applicant has altered the dimension of the building since the October meeting to a 60'x160' rectangular building. Staff plans to confirm all material types and general color scheme of the building as the applicant has stated some materials and colors have changed since the submittal of these drawings. A minimum of 15% of the building facade facing a public right-of-way must contain accent materials such as EIFS, glass, or tile. Several options regarding this requirement were explored during Planning Commission and in subsequent conversations with the applicant. Staff has recommended a canvas material for all proposed awnings. The awnings as an alternate material, along with windows (glass), meet the intent of this particular design requirement.

Mr. Morris asked where would the address be posted on the building and if the individual tenant units would have separate addressing as well.

Ms. Jones stated that the Fire Department has requested that the address be listed as Todhunter rather than Holman so the address would be posted facing Todhunter Road and would need to meet Fire Department size requirements.

Mr. Chesar stated that the individual units are not required to be addressed different but should be communicated to fire as far as occupancy.

Ms. Jones stated that the Fire and Police Departments have no further comment, however Public Works requests that detention calculations be submitted for review.

Ms. Jones stated that staff recommends approval of this site plan application with the following conditions: The applicant will provide an updated landscape plan to address report comments and corrected plant schedule. 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 and Digital files compatible with City GIS (dwg) be submitted.

Mr. Berry moved to approve case No. 2018-10-12 Consideration of a site plan for an industrial building on Holman Avenue and Todhunter Road with the following conditions: The applicant will provide an updated landscape plan to address report comments and corrected plant schedule. 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. The applicant will work with staff on updated architectural drawings to address report comments, specifically regarding material types and front

entrance elements. All other Staff comments be met and Digital files compatible with City GIS (dwg) be submitted; seconded by Mr. Wood. Voice vote. Motion carried.

Mr. Berry moved to adjourn at 7:22 pm; seconded by Mr. Tubbs. Voice vote. Motion carried.

Respectfully submitted by:

Deana England
Deputy Clerk of Council