

Monroe Planning Commission Minutes
November 17, 2020 – 6:00 pm
This meeting was held electronically (remotely) pursuant to
Ohio Revised Code Section 121.221

The Planning Commission of the City of Monroe met in regular session (Zoom Meeting) at 6:00 pm on November 17, 2020. The meeting was held at Monroe City Hall (Zoom Meeting).

Call to Order

Mr. Tubbs called the meeting to order at 6:10 pm.

Roll Call

Members present: Dan Clark, Steve Wood and Ron Tubbs.

Staff members present: Kevin Chesar, Director of Development; Kameryn Jones, Planner; and Nick Baxter, Community Service Specialist.

Mr. Wood moved to excuse Mr. Morris and Mr. Routson from the meeting; seconded by Mr. Clark. Voice vote. Motion carried.

Mr. Tubbs stated that he would like to thank Mr. Wood for his years of service on Planning Commission.

Business

Case No. 2020-11-9 Consideration of a site plan for South Main Street Gas Station

Mrs. Jones stated that Apex Engineering has submitted an application for development of a gas station and convenience store locating at 595 South Main Street. The applicant is proposing a 4,520 square foot convenience store with 8 gas pumps. The site is approximately 1.03 acres located in the C-2 PUD.

Staff requests information on where fuel refills and product delivery will occur. A 5-foot walk is required along South Main Street. The proposed walk is located on private property in order to connect into the Police department sidewalk to the south. A pedestrian connection from the sidewalk to the building is required. The applicant requests to utilize the existing walk along the shared side property line for this purpose. All exterior parking areas must be surrounded by landscape beds at a minimum of 6 feet wide. The northern perimeter bed is 4.19 feet wide. The applicant requests approval of this reduction in width and proposes the landscape bed be widened and shared when the site to the north develops. The cap proposed along the north and south sides of the building must be extended around to the rear (west) of the building in order to meet minimum height and base-body-cap standards. As a reminder, all rooftop and ground-mounted equipment or service structure must be screened from view. If locations are not finalized at the time of site plan approval, minimum screening requirements must be met and approved by Staff. The proposed privacy screen at the rear of the building must completely surround the units. Currently, it appears the south side is left open.

The Fire Department stated that Bollards are required around any aboveground tanks. Fire reserves the right to comment during plans review. The Police Department had no comment, at this time. The Public Works Department stated that engineering staff is currently reviewing revisions to both civil site plans and road widening plans. Comments included in the staff report may not be complete.

Staff recommends approval of the site plan application with the following conditions: approval of the reduction in northern landscape bed width, approval of the use of the walkway located on City property to serve as the required sidewalk connection from the street to the building, modification of the building rear elevation to meet minimum height and base-body-cap requirements, modification of the screening fence at the rear of the building to completely surround mechanical equipment, all Engineering comments be met once review is complete and all other Staff comments be met.

Mr. Tubbs inquired if there will be some doors behind the fencing. Mrs. Jones stated that there is some ground mounted equipment that is screened behind the fencing.

Mr. Wood inquired why the wall needs to be built to twenty feet in height. Mrs. Jones stated that it is an issue for the minimum building height requirement which needs to be twenty feet. Mr. Wood stated that there is not going to be any access to the back of the building. Mr. Wood stated that he understands that the minimum building height requires the building to be twenty feet. Mr. Chesar stated that from the design perspective it is required to be twenty feet in height.

Mr. Tubbs stated that the land should be tested to ensure that the land will support the structure. Mr. Chesar stated that the land testing will be regulated by the EPA and other regulatory bodies.

Mr. Chesar stated that he wanted to wait for the applicant to join the meeting to see if the applicant has any comments.

Mr. Clark stated that he has no concerns with the case.

Mr. Chesar stated that he is comfortable with Planning Commission voting on the case without the applicant being present.

Mr. Wood moved to approve Case No. 2020-11-9 Consideration of a site plan for South Main Street Gas Station with the following conditions: approval of the reduction in northern landscape bed width, approval of the use of the walkway located on City property to serve as the required sidewalk connection from the street to the building, modification of the building rear elevation to meet minimum height and base-body-cap requirements, modification of the screening fence at the rear of the building to completely surround mechanical equipment, all Engineering comments be met once review is complete and all other Staff comments be met; seconded by Mr. Clark. Voice Vote. Motion carried.

Mr. Clark moved to cancel the December Planning Commission meeting; seconded by Mr. Wood. Voice vote. Motion carried.

Mr. Chesar stated that he would like to thank Mr. Wood for his years of service.

Mr. Wood moved to adjourn the meeting; seconded by Mr. Clark. Voice vote. Motion carried. The planning commission meeting adjourned at 6:40 p.m.

Respectfully submitted by:

Nick Baxter
Community Service Specialist