



Planning Commission
December 19, 2023 - 5:00 PM
233 South Main Street, Monroe, Ohio

Call to Order

Roll Call

Approval of Minutes

- September 19, 2023 Meeting Minutes

Old Business

New Business

- Case No. 2023-12-6. Consideration of an Extension of the Approval for Hyde Park at the Crossings Preliminary Planned Unit Development Plan

Administrative Reports

Adjournment



**Planning Commission Minutes
September 19, 2023
233 South Main Street, Monroe, Ohio**

Call to Order

Mr. Frye, Vice Chair, called the meeting to order at 6:00 p.m.

Roll Call

Planning Commission members present: Matthew Frye, Christina McElfresh, Tony Marconi and Debbie Hagedorn. Members not present: David Kirkpatrick

Staff members present: Tom Smith, Development Director; Jameson Cole, Planner

Mrs. McElfresh moved to excuse Mr. Kirkpatrick from the meeting; seconded by Mr. Marconi. Voice vote. Motion carried.

Approval of the Minutes

Mrs. McElfresh moved to approve the minutes of the August 15, 2023, meeting; seconded by Mrs. Hagedorn. Voice vote. Motion carried.

Old Business

None.

New Business

Mr. Frye introduced Case No. 2023-9-5. Consideration of a Site Plan Application for Ohana Car Wash.

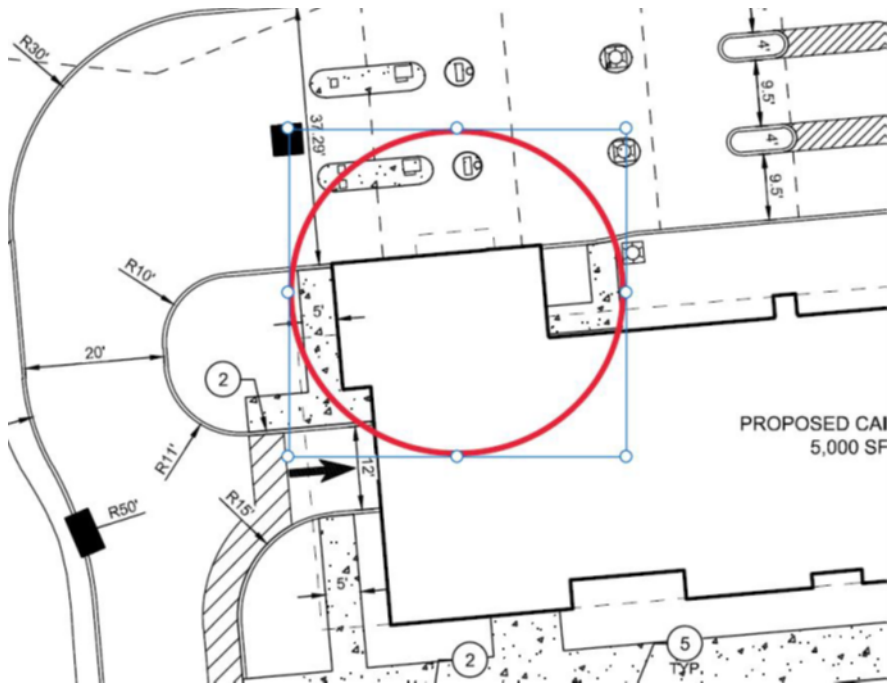
Mr. Cole presented the case. Mr. Cole stated the background as follows:

- Nick Dobbs, on behalf of NJDS LLC, has submitted a site plan application for a car wash facility at the corner of State Route 63 and Gateway Boulevard.
- The applicant is proposing a 5,000 square foot car wash. The car wash is a 130 FT long single wash bay capable of washing five to six cars at one time.
- The site is approximately 3.1 acres, currently zoned C-2 General Commercial.

Mr. Cole presented the staff comments as follows:

- Sidewalks—
 - A minimum 5-foot walk is required along private and public streets.

- A 5-foot walk has been shown along Gateway Blvd, but none is shown along State Route 63.
- Please provide sidewalk access to the office entrance to avoid pedestrian interference with oncoming stack lane traffic (see below):



- Parking –
 - Code requires three parking spaces per washing bay. Considering the 6 stations that each car can be serviced by simultaneously as “bays”, 18 parking spots would be required with an absolute maximum of 20 spaces allowed.
 - Staff would note there are only 6 dedicated parking spaces. Others function as vacuum spaces.
- Landscaping–
 - Street trees shall be required every 40 foot on center at all new sites along all private and public streets. Street trees are required along Gateway Boulevard and State Route 63.
 - The length along SR63 is approximately 500 FT, requiring 13 trees.
 - The plan does not show any street trees along SR63. Please revise.
- Architectural–
 - Building elevations that are visible from a public street are to contain windows that occupy at least 25% of the total wall surface area.
 - This requirement is not met on the west and south elevations.

- Only 20% of each window area may be opaque or spandrel glass. This does not mean that 20% of all windows can but opaque but that 20% of each window segment can be opaque.
 - Staff requests confirmation of any proposed opaque glass, the percentage, and where it is located.
- Service doors or overhead retractable doors shall not be visible from any public right-of-way. Screening shall be provided to achieve at least 50% opacity up to six feet in height if the door is unable to be located per the requirements above as determined by the Planning Commission or Code Enforcement Officer as applicable. Screening elements shall include walls (same material and color as principal structure), landscaping, mounds, or any combination thereof.
 - Please address this requirement on the south side of the building.
 - Service doors and wall mounted equipment must be painted to match the building. Please revise.

Mr. Cole presented department comments as follows:

- Fire Department:
 - “No Parking- Fire Lane” signs shall be posted along the access drive.
 - Fire reserves the right to comment during the plans review process.
- Police Department: No comment.
- Engineering/Public Works Department:
 - If the intent is for this site to have fire service, please call out fire service line and show a dual fire service vault located adjacent to the right of way.
 - Plans need to be submitted to Butler County Water and Sewer for sanitary sewer review.
 - Engineering review is ongoing.

Mr. Cole presented the staff recommendation as follows:

- Staff recommends approval of the site plan application with the following conditions:
 - Discussion and decision regarding the sidewalk requirement along the site’s ROW frontage on State Route 63.
 - Discussion and decision on the street tree requirement along State Route 63.
 - The applicant will revise architectural plans to address staff comments.
 - The applicant will screen the service doors on the south side of the building as approved by staff.
 - As a reminder, all landscaping must meet all minimum species and size requirements and be detailed appropriately on the plan.
 - As a reminder, all ground mounted, and rooftop equipment must be appropriately screened as approved by Staff.
 - All Engineering review comments be addressed.



- The applicant will be responsible for maintenance (mowing, etc.) of the right-of-way adjacent to the developed site once improvements are complete.
- Digital files of final plans compatible with City GIS be submitted.
- All other Staff comments be met.

Nicholas Dobbs presented on behalf of Ohana Car Wash. Mr. Dobbs showed Planning Commission renderings of their proposed plans for the site. Mr. Dobbs is requesting the requirement for windows on the south side of the building be lowered due to this being where equipment is housed.

Mrs. McElresh stated the lot behind Ohana could be developed in the future.

Mr. Dobbs stated he is asking for a variance regarding the windows on the south side of the building and also for the sidewalk. He stated that the previous Planning Commission board agreed that as long as Ohana clears all of the brush, plants the necessary plantings and maintains the area, they wouldn't be required to put in a sidewalk. Mr. Dobbs also stated the sidewalk would be on property that isn't his and isn't developed yet.

Mr. Frye asked if they could put in a faux window on the southside of the building.

Mrs. McElfresh referenced another project having been able to blackout the windows and asked if this would be allowed. Mr. Cole stated the project in question has a window with a false black wall behind it. It is not on the window itself, which meets code.

Mrs. McElfresh stated this may be a remedy regarding the required window percentage. Mrs. McElfresh asked about parking spots. Mr. Cole stated staff is letting the board know there are 6 dedicated parking spots but several other spots available. He stated nothing in code states the vacuuming stations can't count as parking spaces. Mrs. McElfresh stated that she isn't concerned about the parking spaces.

Mrs. McElfresh brought up having sidewalks and how the vision for the City is connectivity. Mr. Cole stated the applicant shows there is sidewalk along Gateway Boulevard. Mr. Cole stated the proposed sidewalk abuts the right-of-way.

Mrs. McElfresh asked Mr. Dobbs about trees being planted. Mr. Dobbs stated he has no problem with planting the necessary trees.

Mr. Marconi asked to see where the sidewalk is required to be. He also asked if the sidewalk requirement will be for all businesses along Gateway Boulevard. Mr. Smith stated it is required on Gateway Boulevard but on State Route 63, where code requires it, it wasn't a priority and previously wasn't addressed as strongly as it is now. Mr. Smith also stated Thorntons which is across the street from Ohana does show it on their plans. Mr.



Smith also stated that if we do not require the applicant to install the required sidewalk the future cost could land on the taxpayers.

Mr. Marconi asked how many feet of sidewalk it would be. Mr. Cole stated it is approximately 500 feet. Mr. Marconi asked if there is a drainage ditch near the property. Mr. Cole stated there is a creek.

Mr. Cole stated that Thorntons is showing sidewalk along State Route 63 and curving down Gateway Boulevard.

Mr. Marconi asked if the current windows that are on the plans could be made larger. He also asked if windows could be installed higher.

Mr. Cole stated Ohana differs from the Four Seasons car wash due to it being seen by the public on all four sides whereas Four Seasons is only visible on 3 sides, not 4.

Mrs. McElfresh asked if Clarence F Warner was a dedicated street, would Four Seasons be required to put windows on that side of the building. Mr. Cole stated that they would be.

Mrs. Hagedorn stated they need to look at what the future looks like, not only today.

Mr. Dobbs stated 10 years down the road they would be willing to build the sidewalk if the City has put in other sidewalks. Mrs. McElfresh stated there is no guarantee Ohana would still be in business in 10 years and that they have to address each project as it comes.

Mr. Marconi questioned requiring the sidewalk to be put in now as it would lead "nowhere". Mrs. McElfresh stated that yes, right now it wouldn't but it would in the future.

Mr. Smith stated if you look at the plan for connectivity within the City it goes from Monroe Crossings to Union Road. He also asked Planning Commission to be mindful of the requiring of Thornton's to install sidewalks.

Mrs. Hagedorn stated she is more focused on the sidewalks than the window percentage requirement. Mrs. McElfresh agreed.

Mrs. McElfresh asked if there was a fee in lieu of construction that could be paid by the applicant now so the City could put the sidewalk in at a later date. Mr. Smith stated we currently don't have a code regarding fee in lieu.



Mrs. McElfresh stated she feels strongly that the applicant needs to be compliant with the sidewalk and trees. She stated she is fine with the amount of parking spaces the applicant has. Mrs. McElfresh stated her point with the windows is that it has been required of others. Mrs. McElfresh stated she feels the applicant needs to be compliant with the windows, sidewalks and trees.

Mr. Marconi stated that code reads sidewalk, not a bridge or culvert. He doesn't feel the applicant shouldn't be responsible for putting in a bridge.

Mrs. McElfresh stated she would be okay with the applicant putting the sidewalk only up to the creek.

Mr. Smith stated code is in place to ensure our plan for how we want the City to look in the future is met.

Mr. Frye spoke regarding the windows, stating that he doesn't want to see a fake window become a quick fix for situations like these. Mr. Smith reminded Planning Commission that the standards in place are being looked at currently by staff and that the window requirement has been challenged in the past many times.

Mrs. McElfresh moved to approved Case No. 2023-9-5. Consideration of a site plan application for Ohana Car Wash with the following conditions:

- Discussion and decision regarding the sidewalk requirement along the sites ROW frontage on State Route 63 up to the creek.
- The applicant will meet the tree requirement along State Route 63
- The applicant will screen the service doors on the southside of the building as approved by staff.
- As a reminder, all landscaping must meet all minimum species and size requirements and be detailed appropriately on the plan.
- As a reminder, all ground mounted, and rooftop equipment must be appropriately screened as approved by staff.
- All engineering review comments be addressed.
- The applicant will be responsible for maintenance (mowing, etc) of the right of way adjacent to the developed site once improvements are complete.
- Digital files of final plans compatible with city GIS be submitted.
- All other staff comments be met.

Seconded by Mr. Marconi. Roll call vote. 4 ayes. Motion carried.



Adjournment

Mrs. Hagedorn moved to adjourn the meeting. Seconded by Mrs. McElfresh. Voice vote. Motion carried.

The Planning Commission meeting adjourned at 7:18 p.m.

Respectfully submitted,

Michelle Layman
Planning and Zoning Specialist

Planning Commission
December 19, 2023 - 5:00 PM
233 South Main Street, Monroe, Ohio

Background

- Etta Reed with Bayer Becker, on behalf of Park Place Development LLC, has submitted a request for an extension to the approval for the Hyde Park at the Crossings Preliminary PUD Plan.
- The preliminary PUD was originally recommended for approval by Planning Commission on October 24, 2022 and approved by Council on January 24, 2023.



Overhead View of Property



Bird's Eye View of Property

Staff Comments

- Per Code Section 1206.04(C)(5), approval of a preliminary PUD plan expires after a year if a final PUD plan is not submitted.

(5) Step 5 – Final PUD Plan Approval

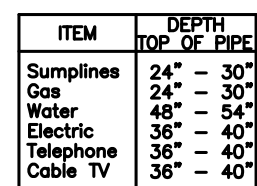
- a)** Within one year after the approval of the preliminary PUD plan, the applicant shall file with the Code Enforcement Officer a final PUD plan for the entire development, or when submission in stages was authorized by the Planning Commission during the preliminary PUD plan review (Step 4), for the first unit of the development. If more than one year passes from the date of approval of the preliminary plan and the final PUD has not been submitted for approval or a request for an extension not to exceed 12 months has been filed with Planning Commission, the preliminary plan shall be deemed expired and the applicant will have to resubmit such plan. In no case shall preliminary plan be valid for more than two years.

- As there has been no submittal of a Final PUD plan for this project, the applicant requests an approval extension of one year. In their written request, the applicant cites changes in market conditions, as well as the wish of the property owner to sell the development. The applicant now anticipates construction drawing submittal and a final PUD plan in 2024.

- Staff has remained in contact with the property owner regarding the property and the status of the Hyde Park at the Crossings project. Staff does not take issue with granting the 12-month extension. However, Staff notes the 12-month extension is a one-time extension as the preliminary plan may not be valid for more than two years.

Staff Recommendation

- As outlined in the Planning and Zoning Code, Planning Commission has the authority to grant an extension not to exceed 12-months for preliminary PUD plans. Staff recommends Planning Commission approve the request for a 12-month extension of the approval for the Hyde Park at the Crossings Preliminary PUD Plan.



NOTE: TYPICAL SECTION SHALL COMPLY WITH THE CITY SPECIFICATIONS AND STANDARDS IN PLACE AT THE TIME OF SUBMITTAL OF CONSTRUCTION DRAWINGS FOR EACH SECTION.

SHOPS OF MONROE
CROSSINGS L.L.C.
6515 WINFORD DR
HAMILTON, OHIO 4501
(513) 858-2555

PARK PLACE DEVELOPMENT, LLC
5372 COTTAGE VIEW CT.
LIBERTY TOWNSHIP, OHIO 45011
513-675-6408

EXISTING ZONING: C-4 WITH PUD OVERLAY
PROPOSED ZONING: R-4 WITH PUD OVERLAY

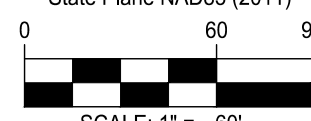
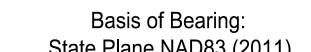
TOTAL SITE AREA	20.91 ACRES	
MULTI-FAMILY UNITS	83 (3.97 D.U./ACRE)	
OPEN SPACE PROVIDED	6.38	ACRES (30%)
OPEN SPACE REQUIRED	4.18	ACRES (20%)
FORMAL OPEN SPACE (WEST)	0.74	ACRES (5.7%)
FORMAL OPEN SPACE (EAST)	0.44	ACRES (5.5%)

FRONT SETBACK (MIN) 25'
TOTAL SIDE SETBACK (MIN) 15' COMBINED



MONROE
CROSSING PHASE
THREE, BLOCK
"D", SECTION 2

SECTION 35, TOWN 3, RANGE 3
CITY OF MONROE
BUTLER COUNTY, OHIO

[illegible]

SECTION 35, TOWN 3, RANGE 3
CITY OF MONROE
BUTLER COUNTY, OHIO

PRELIMINARY PUD PLAN



www.bayerbecker.com
6900 Tylersville Road, Suite A
Mason, OH 45040 - 513.336.6600

Drawing: 04-0047-BB15

Drawn by: _____

Checked By:	AME
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Issue Date: _____

9-20-22

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