

Monroe Planning Commission Minutes
July 17, 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 July 17, 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, Ron Tubbs, and James Berry.

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

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

Case No. 2018-7-7 Consideration of a site plan application for a retail center on Senate Drive.

Ms. Jones stated that Matt Patterson with Cincinnati Commercial Contracting has submitted a site plan application for a commercial development near Senate Drive and State Route 63. The building is proposed to be 11,060 square feet of commercial space. One tenant, Penn Station has been identified at this time. This user will take up the western 1,600 square feet of the building. The applicant has indicated an August construction start date and January 2019 completion date. This project is part of a larger subdivision development that will include the construction of two public roads, a private drive, and multiple commercial lots.

Ms. Jones stated that in regards to subdivision design the applicant will have to comply with all street design issues including lighting, street trees, and sidewalks, that were included as a part of the preliminary plat approval.

Ms. Jones states that as the site is multiuse, parking calculations should be based on the sum of all anticipated uses. The applicant has two uses planned for, one being Penn Station and the other a larger restaurant space. The applicant meets minimum parking requirements. Drive-thru lanes are required a minimum of six stacking spaces. While there appears to be room for these spaces on the site, Staff requests this requirement be shown on the provided plans. One loading space is required for the site based on the building size. The loading space may not overlap with any areas used for parking. The applicant has not proposed a loading space.

Ms. Jones informed the commission that code requires sidewalks along all portions of a parcel that front a public or private street, as well as a sidewalk connection to the building/use. A 5-foot sidewalk is required along State Route 63 and "Street B". As the road labeled "private drive" is considered an access

drive, a sidewalk is not necessarily required (however, please note pedestrian connectivity requirement later mentioned). A 5-foot sidewalk is also required to provide a connection from the right-of-way to the building/site itself. Staff suggests a sidewalk connection along the access drive from "Street B" be installed to meet the requirement. The applicant has proposed a sidewalk along "Street B" and has shown a future path along State Route 63. An internal connection from the hotel to the site has been provided.

Staff requires species diversity for tree types. Street trees are required every 40 feet on center at all new sites along all frontages. No street trees have been proposed. Canopy trees are required along the access drive. Access drives are required one canopy tree for every 50 linear feet and 3 bushes per 15 linear feet. No landscaping has been proposed along the access drive. Landscaping is required along the perimeter of all parking areas. A minimum of one canopy tree for every five parking spaces, equaling 11 trees, with a three-foot tall visual screen of shrubs is required. This requirement does not appear to be met, with 10 trees proposed along the perimeter and discontinuous shrub plantings along the side and rear yards. Single row parking islands are required one canopy tree and three shrubs per island. This requirement does not appear to be met in multiple areas. Shrubs are required to be evergreen and 36" at installation. Canopy trees are required to be 2.5" DBH at installation and have a minimum mature height of 40 feet. It appears the plant schedule is cut off on the submitted plans, though a number of proposed shrubs along the perimeter appear to be deciduous. Staff requests a revision of the plant schedule to meet both size and species requirements. 20% of the required front yard area must be landscaped. As C-2 properties are required a 50-foot building setback, the front yard landscaped area must be a minimum of 10 feet deep times the width of the lot. Staff requests a calculation to show this requirement is met.

Ms. Jones stated that all rooftop and ground-mounted equipment must be screened from view. Dumpster screening must match the principle building in material type and proportions.

In regards to architectural standards the applicant has provided a variety of material types. The applicant appears to meet the required base-body-cap elevation in most areas. However, the calculation appears to be incorrect and as such, staff requests a revised calculation. Elevations visible from a right-of-way are required to contain at least 25% windows. East and west elevations do not appear to meet this requirement, though a calculation is needed to confirm. Offsets of 2 feet deep and 20 feet long are required along facades visible from a public street. Staff requests drawings to confirm this requirement is met on the south, west, and east facing elevations. Outdoor lighting standards require consistent illumination at various minimum levels in order to not create dark spots that may pose a safety concern. The photometric plan does not address lighting on the private drive. Given this is the only access point for the site, lighting must be installed.

The Fire and Police Departments have no comment at this time. The Public Works Department states that if all developments are accounting for storm water individually, there are questions as to how additional storm water from the street will be captured.

Ms. Jones states that staff recommends approval of the site plan with the following conditions: The applicant will revise architectural drawings to address the west and east elevations in regards to the minimum window and offset requirements as discussed and determined by Planning Commission. The applicant acknowledges a 5-foot sidewalk or path along State Route 63 may be required to be installed property owner or by the City, at a future date, at the expense of the property owner as determined by the City. The applicant will work with Staff on an updated landscape plan to

address report comments. All landscaping installed must meet Code requirements. A sidewalk installed along the access drive be installed. All other Staff comments be met. And finally a GIS compatible file be submitted to the City.

Matt Patterson with Cincinnati Commercial contracting stated that with the required parking landscape and the street tree requirements, that creates two rows of trees blocking the front elevation of the site. Also due to an easement belonging to Ohio Department of Transportation along the front elevation, the street tree requirement will likely not be met due to ODOT not allowing trees to be placed in the easement.

Mr. Morris stated that it is unlikely that ODOT would allow the required trees to be placed in the easement.

Mr. Morris and Planning Commission stated that they would rather not waive the street tree requirement and have the applicant work with staff to determine as to whether the street tree requirement can be met, and work out an alternative solution to best reflect the intent of the code.

Mr. Berry moved to approve Case No. 2018-7-7 Consideration of site plan application for a retail center on Senate Drive with the following conditions: The applicant will revise architectural drawings to address the west and east elevations in regards to the minimum window and offset requirements as discussed. The applicant acknowledges a 5-foot sidewalk or path along State Route 63 may be required to be installed property owner or by the City, at a future date, at the expense of the property owner as determined by the City. The applicant will work with Staff on an updated landscape plan to address report comments. All landscaping installed must meet Code requirements. A sidewalk installed along the access drive be installed. A GIS compatible file be submitted to the City. All other Staff comments be met; Seconded by Mr. Wood. Voice vote. Motion carried.

Mr. Morris asked staff to look into street tree policy and procedures. It is the understanding that street trees are required by the city but the obligation of the property owner to maintain/remove/replace. Currently there is no enforcement or procedure to insure that property owners properly maintain the street trees and Planning Commission would like for staff to look into the current policies and procedures and determine if any updates or changes should be made to such policies.

Mr. Chesar stated that staff would look into the matter and report back to Planning Commission with current practice, alternatives, or suggested changes to the practice.

Mr. Wood moved to adjourn at 6:59 pm; Seconded by Mr. Berry. Voice vote. Motion carried.

Respectfully Submitted by:

Deana England
Deputy Clerk of Council