

**PLANNING BOARD MEETING**  
TIPP CITY, MIAMI COUNTY, OHIO DECEMBER 9, 2014

<b>Meeting</b>	Chairman Stacy Wall called the meeting of the Tipp City Planning Board to order at 7:31 p.m.
<b>Roll Call</b>	Roll call showed the following Board members present: Stacy Wall, Jamie DeSantis, Andrew Thornbury, and Milton Eichman.  Others in attendance: Zoning Administrator Matt Spring, Board Secretary Kelly Rowlands and Kim Patterson. Those signing the register were Christy Butera. Reporter Nancy Bowman was in attendance.
<b>Excuse absent Board member Patry</b>	Mr. Eichman <b>moved to excuse the absence of Mr. Patry.</b> Mr. Thornbury seconded the motion. Motion passed 4-0.
<b>Approval of Minutes</b> October 14, 2014	Mr. Thornbury <b>moved to approve the minutes of the October 14, 2014 meeting as presented.</b> Mrs. DeSantis seconded the motion. Mr. Eichman abstained. Motion passed 3-0.
<b>Items not on the Agenda</b>	There were no comments on items not on the agenda.
<b><u>NEW BUSINESS</u></b> Deadline Dates	Mrs. Wall announced the deadline date for the January 13, 2015 meeting for Preliminary Plans, Final Plats, and Site Plans is December 22, 2014, 5:00pm.
Tipp City Seniors, Inc., Set Public Hearing, Zoning Code Amendment	Mrs. Wall stated that the first order of business was to set the Public Hearing for Tipp City Seniors, Inc. Zoning Code Amendment. She asked if Mr. Spring had anything to add other than the board needing to set a Public Hearing for January 13 <sup>th</sup> , 2015. He did not.  Mr. Eichman asked Mr. Spring if this was old city quonset hut near Dolly Toy, or what used to be Dolly Toy. Mr. Spring stated that no, it was actually near the Nature Center. Across the street from the former DAP building.  Mrs. Wall <b>moved to set the Public Hearing for January 13<sup>th</sup>, 2015 to discuss and review the proposed code modification and then the board would make a recommendation to Council on this issue.</b> Mrs. DeSantis seconded the motion. Motion passed 4-0.
Tipp City Electric Utility Service Center, 301 N. Sixth St, IL 2021 – Site Plan Approval	Mrs. Wall stated that the next item on the agenda was the Tipp City Electric Utility Service <sup>CENTER</sup> 301 N. Sixth St., IL 2021 – Site Plan Approval.  Mr. Spring then provided a brief summarization of the Staff Report.  On January 14, 2014, the Planning Board approved a Special Use permit for the property located at 301 N. Sixth Street for use as an <i>Electric Utility Service Center</i> for the City of Tipp City. The exterior changes require Planning Board site plan review in accordance with the

1/14/14 Special Use permit approval. Per Law Director Caldwell and Code §154.01(J)(4), since the Special Use permit was issued under the previous Zoning Code, the site plan review and associated Special Use requirements for the site plan shall also be reviewed under the requirements of the previous zoning code.

#### Background

- The property was previously owned by Pak-It, which ceased operations in October 2011.
- The property was acquired by the City of Tipp City in June of 2013. This purchase was in keeping with direction from City Council on the reuse of existing vacant industrial structures within Tipp City.

#### General

The general plan is to renovate/upgrade the existing building and property to accommodate the proposed *Electric Utility Service Center*. It is important to note that the exterior footprint (setbacks, area, and height) of the existing building will remain unchanged however; the entire exterior façade (siding, roof, etc.) will be removed and replaced as a part of the overall renovation project. In addition, all existing chain-link fencing, bollards, and railings at the south of the site will be removed and replaced with landscaping and buffering as described below.

#### Parking

The standard parking requirements for the proposed use are delineated in Code §154.078(G)(3) which states:

*Public service yards and garages: 1 space for each employee on the largest work shift, plus 1 space for each business vehicle.*

The proposed *Electric Utility Service Center* will have 14 employees on the largest work shift, and 12 service vehicles. Therefore, the *Electric Utility Service Center* requires 26 off-street parking spaces (14 + 12 = 26).

The site will provide a total of 53 off-street parking spaces. This total includes an existing exterior off-street parking area that provides 29 spaces at the northeast of the property, and a new off-street parking area that will be added at the front (south) of the site that provides 24 additional spaces including 1 handicapped accessible space.

The handicapped accessible parking requirements are delineated in Code §154.076(A) which states that uses requiring 1-24 standard parking spaces are required to provide 0 handicapped accessible parking spaces. The applicant has designated 1 handicapped accessible parking spaces on site, thus exceeding the requirements of Code.

The new off-street parking area will be surfaced with asphalt concrete and include 6" barrier curb.

#### Interior Parking Lot Landscaping

Several code sections that require specific landscaping. 120 square feet of interior parking lot landscaping is required per Code [(24 – 12 = 12) x 100 = 120]. The landscaping plan indicates that 583 square feet

of interior parking lot landscaping will be provided within planting beds adjacent to new parking area.

Lot Lighting

The applicant has provided a photometric diagram which indicates that the new off-street parking area will be provided with an average of 2.1 foot-candles (lumens) across the off-street parking area in accordance with Code §154.061(O)(6)(b).

The proposed lot lighting will be provided by a combination of 15 wall packs and 15 pole-mounted light fixtures.

Screening/Buffering

The applicant will provide a "Type A", which is the most stringent type of buffer, along the southern property line as a screen for the residential property to the south in accordance with Code §154.061(N)(1)(a). The proposed site landscaping provides trees, shrubs, and perennials as noted in the Staff Report. Sizes and quantities are provided in a detailed chart in the Staff Report.

The balance of all disturbed areas of the site will be seeded with grass seed.

The applicant will also install 831 linear feet of fencing that will surround the entire exterior storage area to provide both screening and security. The proposed fencing will be 8' tall chain-link fencing with 3-strand barbed wire and include one 44' sliding gate and one 36' sliding gate.

Trash Collection Facility

The required trash collection/dumpster pad facility will be located at the front (south) of the site abutting the building, and screened with a 6' tall wooden privacy fence and gate.

Storage Yard

In order to accommodate exterior storage of various equipment & supplies (vehicles, trenchers, forklifts, wire, transformers, poles, meters, etc.), the applicant will be adding ± 51,124 sq. ft. of asphalt at the rear (north) of the property. The proposed storage yard will be completely screened with opaque fencing as described above.

Service Center Connection

In cooperation with the Miami Conservancy District, the applicant also proposes the addition of a private driveway at the northwest of the property that will provide access between the existing Tipp City Service Center (located at 312 Park Avenue) and the new proposed *Electric Utility Service Center*. This private access drive will be via a culvert, which will extend westerly from the proposed storage yard, traverse ± 80' of Miami Conservancy District property, and terminate at the existing off-street parking area of the Tipp City Service Center. The culvert area to be paved is as follows:

<u>Location</u>	<u>Pavement</u>
Tipp City Service Center	2,372 sq. ft.
MCD	2,485 sq. ft.
Electric Service Center	<u>916 sq. ft.</u>
<b>Total</b>	<b>5,773 sq. ft.</b>

Storm Water

The facility will provide a detention basin located at the rear (north) of the property for the detention of storm water on-site. Storm water from all on-site impervious surfaces will be directed to the detention basin via 4 catch basins and 1 trench drain and be released into the adjacent Bull's Run (tributary) at a pre-development rate. Storm water from the above noted culvert (access connection to 312 Park Avenue) will be collected via 2 catch basins and also returned back to the adjacent Bulls Run. Acting City Engineer Rusen P.E. has approved the storm water calculations provided by the applicant.

Special Use – General Requirements – Code 154.122(A)

Mr. Spring noted that there are General Requirements and Specific Requirements that are noted in the Staff Report. He wanted to bring just a few to the attention of the Board.

General Requirement 4, which is similar to General Requirement 7 and Specific Requirement B. Number 4 states that it will not be hazardous or disturbing to existing or future neighboring uses. Number 7 states that it will not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors. Specific condition B states that the nature, location, size, and site layout of the use shall be such that it will be a harmonious part of the business or industrial district in which it is situated, taking into account prevailing shopping habits, convenience of access by perspective patrons, the physical and economic relationships of 1 type of use to another, and characteristic groupings of uses in a commercial or industrial district.

Each of those requirements are similar and pertain to if the project is disruptive to the neighborhood.

The response to that is:

In order to minimize the impact on neighboring properties, the applicant will install a "Type A" buffer along Crane Street, which provides a dense buffer which is completely opaque from the ground to 6 feet above the ground. The proposed buffering shall be provided by plant material, which will reach desired maturity within 2 years of planting and provide the same level of buffering year round.

In addition, as noted above, the entirety of the proposed exterior storage yard at the rear of the building shall be screened with an 8' tall chain-link fence covered with black tight knit woven polypropylene fabric. Staff notes that the based upon the applicant's narrative (see attachment "B") and the proposed additional screening and buffering, it is the opinion of staff that the proposed Electric Utility Service Center at this location will not be hazardous or disturbing to existing or future neighboring uses.

Mr. Spring went on to speak about General Condition 8, which is similar to Specific Condition A. Number 8 states that it will have vehicular approaches to the property, which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares.

Condition A states that the location and size of the use, the nature and

intensity of the operations involved in or conducted in connection with it, its size layout and its relation to street giving access to it shall be such that vehicular traffic to and from the use will not be more hazardous than the normal traffic of the district, both at the time and as the same may be expected to increase with increasing development of the municipality taking into account vehicular turning movements in relation to routes of traffic flow, relation to street intersections, sight distances, and relation to pedestrian traffic.

Both of these requirements pertain to whether or not this use will disrupt traffic in the area.

The response to that is:

The site contains existing approaches on Crane Street and N. Sixth Street. The applicant will be removing and replacing the existing approach on Crane Street from the existing 37' width to a 24' width. The drive approach on N. Sixth St. will be changed from the existing 25' width to a 32' wide approach. The new approaches are designed to provide adequate turning radii for the ingress and egress of truck traffic onto Crane Street and N. Sixth Street.

In addition:

Based upon the applicant's narrative and the modifications to the vehicular approaches, it is the opinion of staff that vehicular traffic from the establishment of an Electric Utility Service Center at this location would be similar to the previous traffic patterns from the former *Pak It* facility, and would not be more hazardous than the normal traffic of the district, both now and in the foreseeable future.

Mr. Spring concluded by discussing possible deducts, which are sections of the project that could be removed by City Council based on overall budgetary conditions and considerations.

Due to the budgetary restrictions of the City and the variability of bids received on this project, City Council may require one or more deducts from the proposed project. In general, the deducts will reduce the overall cost of the project by removing selected portions of the project as follows:

Deduct #1

This deduct will remove the installation of the new 24-space parking area at the front (south) of the site along with the associated interior parking lot landscaping and lot lighting in this area. Staff notes that the site as is, contains an existing paved off-street parking area that provides 29 off-street spaces that exceeds the minimum requirement of 26 spaces noted previously. All of the adjacent required landscaping and buffering at the south of the site will remain as previously described, and be unaffected by this deduct.

Deduct #2

This deduct will remove the installation of ± 10,500 sq. ft. of asphalt (exterior storage area) at the northeast of the site.

### Deduct #3

This deduct will remove the installation of the Service Center Connection/culvert at the northwest of the site including the removal of ±5,700 sq. ft. of asphalt, and associated site grading. This deduct will also exclude the 44' sliding fence gate noted previously.

Based on this, staff recommends Planning Board approval of the site plan to include the proposal as submitted along with the approval of any or all of the possible deducts as denoted in this staff report with the following conditions:

1.) Prior to the issuance of a Final Certificate of Occupancy, an as-built diagram and certification will be provided to the City of the detention basin, pipes, and appurtenances.

Mr. Spring stated that Utilities Director Butera was in attendance and would be answering any questions that the Board should have. He would also be able to address any questions pertaining to the Staff Report.

Mrs. Wall thanked Mr. Spring and then asked for clarification regarding deducts. Specifically, if code would still be met if any deducts occurred. Mr. Spring did answer that code would indeed be met.

Mr. Thornbury inquired if any current neighbors had come forward in regards to this project. Mr. Spring answered that no comments had been made thus far.

Mr. Eichman then asked if this plan met the minimum landscaping requirements. Mr. Spring explained that all landscaping guidelines were going to be met and several would actually be exceeded. Each item that is specifically required by code will be met, including landscaping buffering and interior parking lot landscaping. Mr. Eichman commented that at present, there is hardly any landscaping and that the items that are proposed would be an improvement to the neighborhood. Mr. Spring then commented that this is a significant increase and that it is the hope that the buffering that is required by code would be done with landscaping anytime a residential and industrial district intersects. Buffering can actually be done with something as cold and lifeless as a fence and wall, but he believes that the applicant wishes to use living material rather than a wall.

There were no additional questions, so Mrs. Wall asked Mrs. Butera if she would like to make any comments.

Mrs. Butera stated that the only comment she wanted to make was in regards to the culvert access and its intended purpose. The intent is that residents in the area will not be impacted. Prime access to the facility will be from Park Ave. Thus truck traffic on Sixth Street will be minimized. Deliveries will be coming from Park Ave. It is Mrs. Butera's hope to improve the situation for the residents in that area.

Mrs. Wall stated that the Planning Board has seen previous actions, such as additional fencing and other types of security measures, taken due to security issues in the industrial areas. She asked Mrs. Butera if these considerations had been taken in the original plans. Mrs. Butera

stated that barbed wire fencing and security cameras would be used on site. Initially Mrs. Butera's only concern was that due to the fact that the location is considered a storage yard, the City has certain requirements for screening. She would have preferred to have it open in order for police and others to be able to drive by and see what is occurring the yard.

The Board had no further questions. Mr. Eichman did have one further comment. Due to his past, Mr. Eichman stated that he knows this has been a long-time coming project and maybe a flood helped. After viewing the plans and knowing what is there now, he believes that this would be an improvement for the entire area and he would make the motion for approval.

Mr. Eichman **moved to approve the site plan based upon the conditions outlined in the staff report.** Mrs. DeSantis seconded the motion. Mrs. Wall further commented that when the original approval was made, council had noted that an initiative had been made to use existing vacant buildings. Mrs. Wall expressed appreciation for the use of an existing vacant building and this project will make a much needed improvement to the area and is on target for council's initiative. Motion passed 4-0.

**Old Business**

Wolverine  
Engineering Co. for  
Meijer Inc., 4200 S.  
CR 25A

Mrs. Wall stated that this is tabled and there was nothing to remove it at this time. No action will be taken.

**Miscellaneous**

City Council  
Assignments  
Council Reports:  
October 20,  
November 3,  
November 17,  
December 1

The Board divided the Council meetings from December 15 thru January 20 amongst themselves.

There were no reports from any of the past meetings.

Mr. Spring added that on November 3<sup>rd</sup> a parking lot addition was approved administratively for Arbogast Buick/GMC – 3540 S. County Road 25A. The project expanded into the township to the north, so staff worked with Miami County Engineering and Building Departments to approve the project. Within the city there were 84 additional parking spaces and lighting added. This particular area all drains to the north to the off-site, out of the city part of the property. The county did approve the water to infiltrate that way.

**Board Member  
comments  
Adjournment**

Mrs. Wall wished to recognize and thank Marilyn Fennell for her years of service.

Mr. Thornbury **moved the meeting be adjourned.** Mr. Eichman seconded the motion. Mrs. Wall declared the meeting adjourned at 7:58 pm.



Stacy Wall, Planning Board Chairman

Attest: 

Kimberly Patterson, Board Secretary  
*12/9/14*

