April 3, 2020

*** MEETING NOTICE ***

Please be advised that the City of Piqua Planning Commission will be conducted on Tuesday, April 14, 2020 at 6:00 PM using a video conferencing application called Zoom.

Board members, staff members, and agenda item applicants will attend the meeting using Zoom and will have live audio and video feeds.

All others wishing to attend may do so via phone or computer in listen only mode. Those who wish to attend must submit a request for meeting access information via email by noon on the date of the meeting. Request for meeting access may be submitted via email to Bethany Harp at bharp@piquaoh.org.

Neighbors and others with standing in this matter may submit public comment on an item until noon on the day of the meeting by emailing Bethany Harp at bharp@piquaoh.org. Public comments submitted by the date/time noted will be presented to the Planning Commission at the public hearing proceedings.

The full agenda packet can be viewed in its entirety at http://piquaoh.org/city-government/boards-and-committees/planning-commission/.

Please contact this office if you have any questions pertaining to this notice.

Kyrsten French
City Planner

Enc.
PLANNING COMMISSION AGENDA
CITY OF PIQUA, OHIO
6:00 P.M. – TUESDAY, APRIL 14, 2020
MUNICIPAL GOVERNMENT COMPLEX
COMMISSION CHAMBERS – 201 W. WATER STREET

CALL TO ORDER
1. Chair Comments Opening Remarks
2. Roll Call Clerk Calls the Roll

OLD BUSINESS
3. Meeting Minutes March 10, 2020 PC Meeting Minutes

NEW BUSINESS
4. Resolution PC 9-20 A Resolution to consider a drive-through at the address 1284 East Ash St
5. Resolution PC 10-20 A Resolution to consider an indoor commercial recreation use located at the address 125 Bridge St
6. Resolution PC 11-20 A Resolution to consider a custom manufacturing and retail space in the Central Business District located at the address 124 N Main St
7. Resolution PC 12-20 A Resolution to consider the authorization of a plat to include dedication of right of way

OTHER BUSINESS

ADJOURNMENT
CALL TO ORDER
At 6:00pm Chairman Oda called the meeting to order and welcomed all in attendance. Mr. Oda outlined the order of business and procedures that will be followed by the Planning Commission.

ROLL CALL
Members Present: Jim Oda, Stu Shear, Joe Wilson, Gary Koenig

MEETING MINUTES
The minutes of February 11, 2020 Planning Commission Meeting were approved 4-0 by voice vote.

NEW BUSINESS
Resolution PC 6-20
A Resolution to consider a preliminary plat of new public right-of-way currently located on Inlot 7478.

Kyrsten French, City Planner, offered the staff report. She explained that before the Planning Commission are two resolutions related to the Scarbrough Drive extension: Approval of the Preliminary Plat and Approval of Construction Documents. She noted that city departments have reviewed and approved the construction documents and preliminary plat. When the final plat is created, this item will come back to Planning Commission for review as well as the dedication of right-of-way. Staff recommended approval of this resolution.

Chris Schmiesing, Community and Economic Development Director, came forward and explained the reason behind the request. He noted that the Scarbrough Drive extension represents a step forward for creating a “shovel-ready” site, where future industry may be developed. It was discussed that readying infrastructure and providing preliminary due diligence to promising industrial sites is the most critical component of being selected for new industry.

No one else came forward to speak on this resolution.

No additional comments were offered by the Planning Commission.

Joe Wilson motioned to approve Resolution PC 6-20 and Stu Shear seconded. Resolution PC 6-20 was approved by a 4-0 roll call vote.

Resolution PC 7-20
A Resolution to consider construction documents for the extension of Scarbrough Drive.
Kyrsten French, City Planner, offered the staff report. She again explained that the construction documents for this resolution are related to PC 6-20. If the resolutions are passed, the project will go out for bid and believed to be complete before the end of the year.

No one else came forward to speak on this resolution.

No additional comments were offered by the Planning Commission.

Stu Shear motioned to approve Resolution PC 7-20 and Joe Wilson seconded. Resolution PC 7-20 was approved by a 4-0 roll call vote.

Resolution PC 8-20

A Resolution to consider the consolidation of the Downtown District Design Review Board into the Planning Commission.

Kyrsten French, City Planner, offered the staff report regarding future board and committee planning. She noted that ‘Exhibit A’ in the packet provides a visual of who the board would consist of at this time. Kyrsten explained the strike through content in ‘Exhibit B’ in the packet. Chapter 152 in the code of ordinances consists of Historic Preservation definitions and standards.

Chris Schmiesing, Community and Economic Development Director, came forward to provide information on the request. Chris noted that the charter describes the Planning Commission as a 5 member body. Consolidation of the Downtown District Design Review Board into the Planning Commission will improve efficiency and effectiveness of approval process and application of standards concerning land use matters. The efficiency gained will benefit applicants, city staff, and board members by creating a more streamlined review process. City staff will provide applicants with assistant regarding the historic preservation standards at the same time they are discussing zoning requirements. This consolidation will increase the historic preservation and architectural expertise of the Planning Commission, and sends a message of encouragement to those seeking to develop in downtown Piqua.

Board members discussed the strike-through materials provided in the packet. It was decided that the board should make note of any comments or concerns to share with Kyrsten at a later date. Code Piqua will change specific content when it is adopted. Board of Zoning Appeal openings were discussed by board members as well as future board education opportunities.

No one else came forward to speak on this resolution.

No additional comments were offered by the Planning Commission.

Joe Wilson motioned to approve Resolution PC 8-20 and Gary Koenig seconded. Resolution PC 8-20 was approved by a 4-0 roll call vote. This item will now go in front of city Commission for its first reading on April 7, 2020.
OTHER BUSINESS

Kyrsten French, City Planner, updated the Planning Commission of the 2 additional cottages that were added to Phase 3 of the Garbry Ridge construction.

ADJOURNMENT

With no other questions, comments or business before the Planning Commission, a motion was made by Stu Shear and seconded by Joe Wilson to adjourn the meeting. With all those present in support of the motion the meeting was adjourned at approximately 7:03 P.M.

Attending the meeting to prepare the meeting minutes provided herein was Bethany Harp, City of Piqua Development Department. Comments requesting corrections, additions or deletions to the content of this record should be directed to Ms. Harp at bharp@piquaoh.org.
RESOLUTION No. PC 9-20

WHEREAS, Jamie Moore, applicant, has submitted a request seeking consideration of a drive-through use at the address 1284 East Ash St, parcel number N44-078700, as shown on Exhibit A, attached hereto; and,

WHEREAS, the City of Piqua Code of Ordinances section 154.025 (d) provides that drive-through stores may be permitted as a Special Use in the General Business zoning district; and,

WHEREAS, the City of Piqua Code of Ordinances section 154.140 provides the procedure for reviewing a drive-through Special Use; and,

WHEREAS, the Planning Commission has studied the request, conducted a public hearing on the matter, and has established findings that indicate the proposed Special Use:

- Will be compatible with the intended use of the real property.
- Will not threaten the general health, safety, and welfare of the surrounding properties, and the adjacent property values will not be negatively affected.
- Is compatible with the general economic development policies of the City.
- Conforms to all other applicable codes and regulations of the city.

NOW THEREFORE BE IT RESOLVED, board member _______________ hereby moves to approve the request made, as described by this resolution, the testimony provided, and the documents attached hereto, the motion is seconded by board member _______________, and the voting record on this motion is hereby recorded as follows.

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Application for Special Use Permit

1. Applicant's Name: Jamie Moore  Phone: (614) 565-9024
   Applicant's Address: 6640 Riverside Dr., Dublin, OH 43017

2. Owner's Name: WP Piqua, LLC  Phone: (614) 565-9024
   Owner's Address: 6640 Riverside Dr., Dublin, OH 43017

3. Type of legal interest held by applicant: Owner

4. Location of Special Use Permit request
   A. Legal description (Lot No. or attach legal description): Parcel #: N44-078700
   B. Address: 1284 E. Ash St., Piqua, Ohio 45356

5. Existing Zoning: B

6. Existing Usage: 430 - Restaurant, Caffeteria and/or Bar

7. Proposed Usage: 445 - Savings and Loans

8. Proposed Special Usage: Drive-thru Kiosks

9. No. of site plans submitted: One

10. Describe the reason for the requested special use:
    To provide our tenant the use of drive-up kiosks that serve a vital role in servicing their customers.

I hereby certify that the proposed request is authorized by the “Owner of Record” and agree to conform to all applicable laws of the City of Piqua, Ohio.

Signature of Applicant __________________________________________ Date ____________

Signature of Owner ___________________________________________ Date 3/4/20

Note: Both the owner and the applicant shall sign when application is made by someone other than the owner.

**********************************************************************************OFFICE USE ONLY**************************************************************************

Parcel ID #:______________________________________________

$100.00 Fee Paid ______ Date Fee Paid ______

Receipt No. _________ P.C. Res. No. ______
REQUEST
The applicant has requested a Special Use permit to construct a drive-thru facility on the property to serve credit union customers.

STAFF CONSIDERATIONS
Under our current zoning code, most commercially zoned lots operate under a “General Business” zoning category, whether they are close to our walkable downtown or near the I-75 exit. The Special Use permit requirement for a drive-thru facility provides the Planning Commission with an opportunity to review proposed drive-thrus to make sure their location is compatible with the walkability goals of the community.

This location along Ash St. hosts many big box stores and other drive-thrus, and is generally an auto-oriented area of the city. While City staff have noted a desire to create a safer walking environment in this general development location, a drive-thru as part of the proposed banking facility fits in with the current development pattern, and should not create any adverse impacts.

Staff recommends approval of this resolution.

SITE ADDRESS
1284 E. Ash St

PARCEL ID
N44-078700

ZONING
B- General Business

SURROUNDING ZONING
B- General Business

PREPARED BY
Kyrsten French, City Planner
RESOLUTION No. PC 10-20

WHEREAS, Chad Lawson, applicant, has submitted a request seeking consideration of an indoor commercial recreation use at the address of 125 Bridge St, parcel number N44-052200, as shown on Exhibit A, attached hereto; and,

WHEREAS, Section 154.027, of the City of Piqua Code of Ordinances provides that Indoor Commercial Recreation may be permitted as a Special Use in the Light Industrial zoning district; and,

WHEREAS, Section 154.140, of the City of Piqua Code of Ordinances provides the procedure by which the Planning Commission may authorize a Special Use; and,

WHEREAS, the Planning Commission has studied the request, conducted a public hearing on the matter, and has established findings that indicate the proposed Special Use:

☐ Will be compatible with the intended use of the real property.
☐ Will not threaten the general health, safety, and welfare of the surrounding properties, and the adjacent property values will not be negatively affected.
☐ Is compatible with the general economic development policies of the city.
☐ Conforms to all other applicable codes and regulations of the city.

NOW THEREFORE BE IT RESOLVED, board member _________________ hereby moves to approve the request made, as described by this resolution, the testimony provided, and the documents attached hereto, the motion is seconded by board member _________________, and the voting record on this motion is hereby recorded as follows.

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Application for Special Use Permit

1. Applicant’s Name: Chad Brandt Lawson  Phone: 419-303-5140
   Applicant’s Address: 1878 Steinhilber Dr. Piqua, OH 45356

2. Owner’s Name: KSR Properties LLC  Phone: 419-303-5140
   Owner’s Address: 1878 Steinhilber Dr. Piqua, OH 45356

3. Type of legal interest held by applicant: Property Owner

4. Location of Special Use Permit request
   A. Legal description (Lot No. or attach legal description): # N-44-052200
   B. Address: 125 Bridge St. Piqua, OH 45356

5. Existing Zoning: Light Industrial

6. Existing Usage: Warehouse and office space


8. Proposed Special Usage: Smoothie Bar

9. No. of site plans submitted: 1

10. Describe the reason for the requested special use:
    To add space for a smoothie Bar restaurant and outdoor seating area.

I hereby certify that the proposed request is authorized by the “Owner of Record” and agree to conform to all applicable laws of the City of Piqua, Ohio.

Signature of Applicant: Chad Lawson Date: 3-23-20

Signature of Owner: Chad Lawson Date: 3-23-20

Note: Both the owner and the applicant shall sign when an application is made by someone other than the owner.

************************************************************************** OFFICE USE ONLY**************************************************************************

Parcel ID #:________________________________________________________

$100.00 Fee Paid _______ Date Fee Paid__________

Receipt No. ___________ P.C. Res. No. ________
125 Bridge Street
Piqua, Ohio 45356
Auditor's Layout

EXHIBIT A
REQUEST
The applicant has requested a Special Use permit to operate an indoor recreation facility in an I1 (Light Industrial) district.

STAFF CONSIDERATIONS
The applicant is seeking to open a mixed use crossfit center, complete with office space and a retail smoothie bar. This is a great example of the kind of adaptive reuse the city has been welcoming along the riverway. Users would have onsite access to the Great Miami River Trail, increasing regular use of this public asset.

The site is located in an area with a mix of industrial and residential land uses. It is generally desirable to separate residential uses from industrial, for health and safety, and to avoid decreased aesthetic appeal to homeowners. A crossfit gym and retail space would provide neighbors with a better buffer, and introduce a neighborhood retail presence, along with an additional fitness opportunity close by. At the same time, a crossfit gym would not itself be negatively impacted by surrounding industrial uses.

Staff recommends approval of this request.

SITE ADDRESS
125 Bridge St.

PARCEL ID
N44-052200

ZONING
I1 - Light Industrial

SURROUNDING ZONING
R2 - Two Family Residential
I1 - Light Industrial
I2 - Heavy Industrial

PREPARED BY
Kyrsten French,
City Planner
RESOLUTION No. PC 11-20

WHEREAS, Ethan Smith, applicant, has submitted a request seeking consideration to operate a custom manufacturing and retail space in the Central Business District at the address 124 N Main St, as shown on Exhibit A, attached hereto; and,

WHEREAS, the City of Piqua Code of Ordinances Section 154.026 provides that the Planning Commission may consider custom manufacturing uses as a Special Use in the Central Business zoning district; and,

WHEREAS, the City of Piqua Code of Ordinances Section 154.140 provides the procedure for approving Special Use; and,

WHEREAS, the Planning Commission has studied the request, conducted a public hearing on the matter, and has established findings that indicate the proposed Special Use:

- Will be compatible with the intended use of the real property.
- Will not threaten the general health, safety, and welfare of the surrounding properties, and the adjacent property values will not be negatively affected.
- Is compatible with the general economic development policies of the City.
- Will benefit from a central location, is appropriate in the CBD, will not create any significant objectionable influences, and will involve minimum traffic impacts.
- Conforms to all other applicable codes and regulations of the city.

NOW THEREFORE BE IT RESOLVED, board member _____________ hereby moves to approve the request made, as described by this resolution, the testimony provided, and the documents attached hereto, the motion is seconded by board member _____________, and the voting record on this motion is hereby recorded as follows.

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Application for Special Use Permit

1. Applicant’s Name ___________________________ Phone ___________________________

   Applicant’s Address ___________________________________________________________

2. Owner’s Name ___________________________ Phone ___________________________

   Owner’s Address ________________________________________________________________

3. Type of legal interest held by applicant ___________________________

4. Location of Special Use Permit request
   A. Legal description (Lot No. or attach legal description) ________________________________
   B. Address _____________________________________________________________________

5. Existing Zoning _________________________________________________________________

6. Existing Usage __________________________________________________________________

7. Proposed Usage ___________________________

8. Proposed Special Usage ___________________________

9. No. of site plans submitted ___________________________

10. Describe the reason for the requested special use:
    ____________________________________________________________
    ____________________________________________________________
    To provide clarity on site plan and overall goals to the Planning Commission

I hereby certify that the proposed request is authorized by the “Owner of Record” and agree to
conform to all applicable laws of the City of Piqua, Ohio.

Signature of Applicant ___________________________ Date ___________________________

Signature of Owner ___________________________ Date ___________________________

Note: Both the owner and the applicant shall sign when application is made by someone other than the owner.

**************************************************************************OFFICE USE ONLY**************************************************************************

Parcel ID #: ___________________________

$100.00 Fee Paid ______ Date Fee Paid_______

Receipt No. ___________ P.C. Res. No. ________
124 N Main Street - Proposed Use Plan

SmithFly Designs

Scale: 1"=33'
REQUEST
The applicant has requested a Special Use permit to operate a joint manufacturing and retail space in the CBD.

STAFF CONSIDERATIONS
The applicant is seeking to open a new Smithfly facility for small-scale manufacturing and retail of fly-fishing rafts and equipment. This business would fit very well with the planned initiatives to activate the riverway in Piqua.

Staff visited Smithfly’s current location in Troy and has determined that the nature of this small-scale manufacturing operation would have no adverse impacts to the downtown area in terms of noise and traffic. On the contrary, the associated retail would keep the location active, and the entrepreneurial spirit is very welcome in Piqua’s downtown.

To compare, this manufacturing/retail would present similarly to Quint Creative Signs. Manufacturing space would be located in the rear, while retail would keep Main Street active.

The applicant has indicated interest in potentially continuing to host occasional outdoor market events. While this idea is still purely conceptual, plans for downtown activation would be further supported by events with pop up retail in a private downtown parking lot. Piqua’s downtown local economy would be further strengthened by an additional successful small business presence.

Staff supports the authorization of a Special Use Permit.
RESOLUTION No. PC 12-20

WHEREAS, the City of Piqua has submitted a request to authorize a plat which includes the dedication of right of way; and,

WHEREAS, the City of Piqua Code of Ordinances Section 151.34 provides the procedure for approving a final plat; and,

WHEREAS, the Planning Commission has studied the request, conducted a public hearing on the matter, and has established as fact that the proposed Final Plat:

- Will conform with the stated intent of the Complete Streets Policy.
- Will not threaten the general health, safety, and welfare of the properties affected.
- Is compatible with the general economic development policies of the City.
- Conforms to all other applicable plans, policies, codes and regulations of the city.

NOW THEREFORE BE IT RESOLVED, board member _________________ hereby moves to approve the request made, as described by this resolution, the testimony provided, and the documents attached hereto, the motion is seconded by board member _________________, and the voting record on this motion is hereby recorded as follows.

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REQUEST
The City plans to extend Scarbrough Drive and infrastructure to make accessible 11.4± acres of land zoned for Heavy Industrial uses. This resolution represents a request for the approval of the final plat and dedication of ROW.

STAFF CONSIDERATIONS
Chapter 151 of the Code of Ordinances specifies that final plats come before the Planning Commission for a recommendation of approval for the City Commission. This Scarbrough Drive road extension represents a major step forward for creating a “shovel-ready” site, where future industry may be developed. City staff, commissioners, and community stakeholders participated in an economic development training in January sponsored by JobsOhio. Two site selection consultants reviewed a presentation of the site made by staff and agreed that this tract would be conducive to development. Feedback included that readying infrastructure to promising industrial sites is the most critical component of being selected for new industry.

Staff recommends approval of this resolution. This item will go to the City Commission for review on April 21st.
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