

Athens City Planning Commission
Minutes of Regular Meeting
Thursday, August 17, 2017, 12:00 p.m.

The regular meeting of the Athens City Planning Commission was held in the Mayor's Front Conference Room, first floor, at City Hall on August 17, 2017.

Attendees: Zach Hedrick, Tim Snider, Clinton Kuenzli

1. Call to Order

RJ Sumney called the regular meeting of the Planning Commission to order at 12:07 p.m. and administered the oath to all who intended to speak before the commission. Quorum was established.

PLANNING COMMISSION MEMBERS:

RJ Sumney, Chair Present
Christy Zempter Present
Nancy Bain, Vice Chair..... Present (arrived after Item 2)
Steve Patterson, Mayor Present
Paula Horan Moseley, Service-Safety Director..... Present

STAFF:

Paul Logue, City Planner Present
Rick Sirois, Code Enforcement Director..... Present

2. Disposition of Minutes

RJ Sumney moved to accept the August 3, 2017 minutes. Steve Patterson seconded. 3 ayes, Paula Moseley abstained, Nancy Bain absent. Motion passes 3:0.

3. Cases

**Case #17-15 Title 41
Oakview Dermatology
2111 East State Street**

Rick Sirois/Synopsis:

Oakview Dermatology of 75 Hospital Drive, Suite 250, Athens Ohio has requested approval to develop parcel E040280100816 with a newly assigned address of 2111 East State Street. The application is to construct a 20,450 sq. ft. office building. The new building will have 4 suites housing the applicant with 3 additional suites available for similar professions. The parcel is located at the far end of East State Street between Holzer Hospital and Super 8 Motel.

Facts

1. Applicant/Developer: Oakview Dermatology, 75 Hospital Dr, Suite 250, Athens, Ohio, Tim Snider is acting agent.

2. Parcel number E040280100816
3. Contractor: TBD
4. Architects: Sullivan Bruck Architects and Buckley Group Engineering & Surveying, 499 Richland Ave, Athens, Oh
5. Zoning: M
6. Current Land Use: Empty Lot
7. Proposed Land Use: Medical Office
8. Proposed number of buildings: One building
9. Building Size: a. First floor 11,250 sf b. Second Floor 9,200 sf Total: 20,450 sf
10. Estimated Cost of the Project: \$ 3,500,000
11. Surrounding Land Use: Mixture of B3 (Business), M (Industrial) and OS (Open Space)

Staff Reviews and Comments

Parking: 102 parking spaces were required, plan provides 117 spaces. It was noted during Planning Commissions Communications that a minimum of 5 handicap spaces are required to be added to the site plan. Those were recently added and adjusted on the site plan.

Signs: No sign requests were presented at this submission and will be addressed later.

Shade Tree Commission: Applicant met with Shade Tree Commission on August 10, 2017 and it was agreed by the owner to let the floodplain area to naturally grow out. Letter of Agreement was provided by the owner. They have shown plantings of 44 trees, which STC thinks is sufficient for the impermeable area that they have in parking lots, buildings, etc.

Athens Fire Department (AFD): Noticed the east side exit does not have a sidewalk/parking lot surface for egress. Would like to have access to all sides, and they need to know how close the hydrants are from the Holzer side. In addition: 1. FDC to be located at front entrance. 5" Stortz connection with 30 degree downward connection and appropriate signage. 2. Annunciator panel to be located inside main front entrance of the first floor near entryway. 3. Improved walkway is needed at east exit. 4. Rear terrace exit needs improved walking surface away from structure. 5. Two hydrants installed on minimum of 8" main at opposing corners of building (dependent upon location of building with other existing structures). New plans reflect this. 6. Knox box located at front entrance. 7. Fire service keys for elevators supplied in Knox Box.

Athens Police Department: It was noted that the site plans did not show parking lot and building lighting. It was also noted that any door or window that an officer cannot see from his cruiser is harder to patrol and thus more vulnerable point of entry for criminals.

Paul Logue/Planner: Concerns were addressed through the flood permitting process. No other comments.

Engineering and Public Works: Plan Review Notes (Accompanies Mark-up Plans). New site plans meet those requirements.

Tim Snider/President CM Midwest, New Albany, Ohio

Nothing has changed since the communications but he is happy to take questions.

Discussion

RJ Sumney: Have the AFD issues been addressed? And also the lighting?

Tim Snider: They added 2 fire hydrants at separate ends of the building. They added an access walkway to the rear terrace and improved the east side walkway. The lighting hasn't been designed yet. Planning to put parking lot lights in. Using cut off fixtures and this will be submitted. The revised utility plan includes sanitary and storm sewer tie-in, and existing curb inlet. Utilities are accessible to the site. There are 44 shade trees installed out of the floodway. The Shade Tree Commission also required a letter stating that they will allow the floodway area to naturalize. The traffic will be managed with two curb cuts with separate entrance/exit to maximize flow.

Paula Moseley: Clarified that the AFD is requiring 2 hydrants and that the line size is increasing accordingly to 8", that they are adding a second double clean out and that the sanitary and catch basins are being adjusted in the parking lot. Storm water quality features would be nice if they have the opportunity.

Tim Snider: They are curbing the parking lot to help with the storm water runoff.

Paul Logue: Asked if the additional elevations that aren't shown on the rendering have the same materials, including the rear.

Tim Snider: All the materials will be the same.

Christy Zempter: Inquired about the screening material for the trash and recycling.

Tim Snider: They have not designed this yet, but they will submit these to Rick Sirois.

Paula Moseley: Asked Rick Sirois if Andy Stone looked at the proposed curb cuts to which Mr. Sirois replied yes.

Steve Patterson: Asked if they had estimated the increase of traffic flow onto the access road.

Zach Hedrick: 3 providers X 6 patients/hour plus 25 staff - 20 cars an hour. They will be open 8-5.

Paula Moseley: The East State Street access road was built with future expansion in mind, so it should be able to handle the increased traffic.

Steve Patterson moved to accept Case #17-15 pending administrative approval of the lighting and refuse screening materials. RJ Sumney seconded. All present voted aye. Motion passes.

4. Communications

Bylaws and Rules of Order

Paul Logue: Distributed a marked up draft dated August 3, 2017. All updates are in red type (see attached).

RJ Sumney read aloud the changes per the marked up draft.

RJ Sumney: Article III Section 1, last sentence change "will" to "with".

Paula Moseley: Article III Section 2, regarding site visits, no business can be conducted during a site visit. Add this language to this section or site visits should be discussed separately.

Steve Patterson: We should have a definition section and site visit could be added to this section.

Paula Moseley: Article III Section 4. Clarified that unexpected absences will be acceptable.

RJ Sumney: Add definitions at the back of the bylaws and Paula's language regarding site visits.

Paul Logue: Other terms that need definition he has noted are *special session*, *work session* and *site visit*.

Nancy Bain: Define *conflict of interest* (and site the ORC).

RJ Sumney: The Chair should inquire prior to any vote to make sure there is no conflict of interest.

Christy Zempter: Suggested doing it at the beginning of the discussion rather than waiting for the vote.

Steve Patterson: Does this come up during Communications discussions?

Paul Logue: "No Planning Commission member, including the Chair, shall participate in the discussion or vote on any matter in which he or she has a conflict of interest...It shall be the responsibility of the Chair to inquire..."

RJ Sumney: We will vote at the next meeting after the changes have been made.

Paul Logue: Law Director to review for comment prior to the vote as well. He will send the document to the Law Director prior to the next meeting.

Steve Patterson: Definitions in the City Ordinances are usually in the first article.

Paul Logue: The definitions could be worked into the body of the document, since there are few definitions.

5. **Report from City Planner and Director of Code Enforcement**

Paul Logue

- State Planning Conference is in Athens next month, September 28th and 29th, with a professional development workshop on the 27th. Printed out the preliminary brochure for the Planning Commissioners. The commissioners should let him know if they are interested in attending; there is money in the budget. Registrations going well - they expect 250 attendees.
- Comprehensive Plan. Parking study going well. 10-12 one-on-one interviews with business owners have been conducted. They will begin the street interviews on 9/4. A tentative visioning session has been scheduled for 9/21 at the Community Center to begin at 6 or 6:30.

Rick Sirois

- He and Paul L. are working on Code changes for the installation of solar panels (in response to the SolSmart effort). Have limitations that need to be applied.

Paul Logue: They have reviewed with Sarah Conley and will meet with her on the recommended language. Title 23 changes.

Nancy Bain: AEP has to improve their transformer power.

6. **Opportunity for Citizens to Speak**

None

7. **Announcements & Other Business**

None

8. **Adjournment**

The meeting was adjourned at 12:40 p.m.

RJ Sumney, Planning Commission

Patricia Witmer, City of Athens