

**CITY OF TALLMADGE
PLANNING & ZONING COMMISSION**

MINUTES OF MEETING HELD June 4, 2020 7:00 p.m. Council Chambers
Date Time Place

MEMBERS PRESENT: Gerald Taylor, Julie Oliver, Pat Larson, Stephan Ryder, Kevin Heilmeyer

MEMBERS ABSENT:

CHAired BY: Gerald Taylor

SECRETARY: Kelli Funk

REGULAR MEETING

SPECIAL MEETING

PRESENT: Dave Kline, Mayor
Megan Raber, Law Director
Helene Hussing, Planning & Zoning Manager

ITEMS TO BE DISCUSSED

1. **Item PZ 20-06-01 Conditional Zoning**
Myers Iron Sales & Rental LLC, applicant/owner
1392 Newton Street – Indoor Storage Garage & Office
 - For scheduling of Public Hearing

2. **Item PZ 20-06-02 Site Plan Review**
Scott Miller, applicant
Phil Brady, owner
271 Progress Blvd – Warehouse
 - For review and determination

3. **Item PZ 20-06-03 Site Plan Review**
Greg Chaplin, applicant
City of Tallmadge Schools, owner
140 N Munroe Rd – Athletic Fields Phase IIa
 - For review and determination

Recording device experienced technical difficulties.

The June 4th, 2020 meeting of the Planning and Zoning Commission was called to order at 7:00 p.m. by Chairman, Gerald Taylor.

The meeting was opened with the Pledge of Allegiance.

Roll called. All members were present.

Mr. Taylor: Next item is the approval of the minutes from February 5th and March 5th.

Mr. Heilmeier: **I make a motion to accept the minutes of February 5, 2020 and March 5, 2020.**

Mrs. Oliver: Was that meeting on February 5th or February 6th?

Mr. Taylor: It says February 5th on the agenda.

Mrs. Oliver: I'm looking at the minutes and it says the 6th so I'm thinking we need to correct that.

Mrs. Raber: It's the 6th.

Mr. Taylor: **Lets correct that. The February 6th meeting and the March 5th meeting.**

Mrs. Oliver: **Second.**

Roll called. All members voted in favor. (5-0)

Mr. Taylor: Agenda additions? I don't see anything.

Mr. Taylor: Ok. Correspondence and communication? We did receive at our desk tonight a memo from Burgess & Niple City Engineer. We can refer to that for each individual item.

Mr. Taylor: First item:

Item PZ 20-06-01 Conditional Zoning

Myers Iron Sales & Rental LLC, applicant/owner

1392 Newton Street – Indoor Storage Garage & Office

- For scheduling of Public Hearing

Mr. Ryder: **I move to set the Public Hearing for Item #PZ 20-06-01, Myers Iron Sales & Rental, LLC, applicant/owner, for the property located at 1392 Newton Street based on the plans and application submitted to the Planning & Zoning Department on May 19, 2020 for the following month on Thursday, July 2, 2020 at 7:01 pm.**

Mrs. Oliver: **Second.**

Roll called. All members voted in favor. (5-0)

Mr. Taylor: Ok, next item.

Item PZ 20-06-02 Site Plan Review

Scott Miller, applicant

Phil Brady, owner

271 Progress Blvd – Warehouse

- For review and determination

Scott Miller was sworn in.

Mr. Taylor describes the application.

Mr. Miller presents the application per the plans submitted.

Mr. Taylor asks about other buildings they own.

Mr. Taylor: I was out at the property this week. I just drove by to see what was there. It looks like it's heavily wooded to the rear of the new building and it's heavily wooded to the east side. There is an industrial building to the left, or to the west side. According to the Staff Report, you meet the setbacks for a side yard and rear yard. There was one item in the Staff Report about landscape parking lot screening. I think you're just adding 8 or 9 car? To the back of the building...

Mr. Miller: Yes, that's correct. To the new warehouse that's being built.

Mr. Taylor: Is that just for employees that's going to be in that building? Is that going to be just strictly warehousing?

Mr. Miller: Yes.

Mr. Taylor: No production, ok.

Mr. Larson: If at some point they decided to do some production back there, that doesn't cause any issues?

Mayor Kline: Not at all. As long as it meets the Fire Code.

Mr. Larson: I don't really see, because where that sits, why we would necessitate any screening for that parking lot.

Mr. Taylor: That's what I sort of noticed when I was there. It's so heavily wooded... the next-door neighbor... I think there's a fence there. The screening is for screening from public view where you'd have a traffic value but that's sort of in the back. I really didn't think that was a problem.

Mr. Larson: Also notice there is a note about the dumpster location. Are there going to be any provisions for that building? For any type of outside waste?

Mr. Miller: Not really. They use a compactor on the existing production. It will probably all go in there and there's really no room to put another one for a dumpster, that I'm aware of.

Mr. Taylor makes comments about existing building.

Mr. Miller explains how the process will work with the new building.

Mr. Taylor: There were some items on the Staff Report about the Storm Water. The City Engineer is requiring you to submit a Storm Water Management Plan for review and approval.

Mike Wohlwend was sworn in.

Discussion about Storm Water Management Plan per the submitted plan.

Mr. Ryder: Will this be submitted to Portage County Storm Water?

Mr. Wohlwend: Yes, I believe the way it's going to work is it will go through City of Tallmadge Engineer and Portage County Soil and Water Conservation District rather than Summit.

Mr. Ryder: Ok, very good. What kind of storm water system is designed for the existing building?

Discussion about storm water system of existing building.

Mr. Ryder: Why would this additional piece need its own system?

Mayor Kline: The new laws for water quality. It's to clean it before they discharge it.

Mr. Wohlwend: The detention basin has 2 functions. 1 volume control, the 2nd is the water quality. The cleanup part. The original development was built before this water quality came in. Our basin will only really function... while providing benefits of both, it's really just designed for the water quality part.

Mr. Ryder: Sure. For removal of sediment and... will it hold water like a detention pond? Not a retention?

Mr. Wohlwend: It will be dry so it can be mowed.

Mr. Taylor: Ok. Mr. Scaccio, you're on the list. Did you want to speak?

Mr. Scaccio declined to speak. No one else in the audience wished to speak.

Mr. Taylor: The only things I had was the setback requirements, which according to the Staff Report, you have met those. The parking lot screening, do you have to get a variance on that or its not required? Because of the...

Mrs. Raber: In the Staff Report, it suggests that you're going to grant a modification to the code section that requires that screening because of the circumstances that exist in the particular application.

Mr. Taylor: There's something in the Staff Report about traffic in the property. It looks like they're going to maintain that traffic flow through the existing concrete driveway on Progress Blvd. It looks like the trucks are going to circulate down and park in the loading dock and then you have employees. There are some bollards along the end of the property. What are those for?

Mr. Miller: To keep the trucks out of the grass, essentially.

Mr. Taylor: Ok, so will traffic be able to maneuver around there in front of the building? Ok. And the item about the dumpster... there was none shown on the plan but you're not going to provide a dumpster at the new building, you just have one at the old building, which is just a small pickup dumpster.

Mr. Miller: Should the existing one not be sufficient, we would just put another one the same size right next to it and it's behind the building, you can't see it at all.

Mr. Taylor: I know it's behind the building and not visible from the street. Anyone else have anything?

Mr. Larson: Just for clarification, do we want to add something in here about Portage County Soil Conservation approval?

Mayor Kline: I don't think its required because it's going to be approved by the City Engineer which will direct them to do that.

Mr. Larson: Ok. **I move to approve the Site Plan Review Application for Item #PZ 20-06-02, applicant Scott Miller, DermaMed Coatings Co., LLC, owner Phil Brady, DermaMed Coatings Co., LLC at 271 Progress Blvd based upon the application & plans submitted May 19, 2020 to the Planning & Zoning Department subject to the following conditions, modifications and/or amendments based on the evidence presented:**

- **Approval by Summit County Department of Building Standards**
- **A detailed Engineering Site Plan Review application for the site including storm water detention facilities is submitted to the Planning and Zoning Department for review and approval by City Engineer.**
- **All water and sewer services are subject to approval of the City of Tallmadge Utilities, Service and Fire Departments**
- **Grant a modification from TCO Section 1187.08 (a) (2)A, not requiring necessary parking lot screening**
- **Compliance with the Fire Department's directives as enumerated in the Staff Report**
 [Reference Staff Report:
 1. All Private Hydrants need to meet Tallmadge Requirements. Large diameter connection to have a 5" Stortz fitting complying with Tallmadge Fire requirements. All private fire lines must be minimal 8".
 2. Fire Department connection to have a 5" Stortz fitting with 30-degree slow turn.
 3. All exterior doors to be numbered according to Fire Department requirements. OFC 505.1
 4. Emergency radio communications requirement OFC 510.1 to be coordinated with Tallmadge Fire Department.
 5. Building construction not to be started until fire department access roads are completed to the satisfaction of the Fire Department.
 6. Approved fire apparatus access roads shall be provided for every facility. The fire apparatus access road shall extend to within 150 feet all portions of the exterior walls of the first story of the building. OFC 503.1.1
 7. Security gates. The installation of security gates across a fire apparatus access road shall be approved by the Fire Department. Where security gates are installed, they shall have an approved means of emergency operation. OFC 503.6
 8. Fire lanes to be designated and marked per Tallmadge Fire Department OFC 503.3, 503.4
 9. Key boxes to be installed per Fire Department requirements.]

Mr. Heilmeier: **Second.**

Roll called. All members voted in favor. (5-0)

Mr. Taylor: Ok next item:

Item PZ 20-06-03 Site Plan Review

Greg Chaplin, applicant

City of Tallmadge Schools, owner

140 N Munroe Rd – Athletic Fields Phase IIa

- For review and determination

Greg Chaplin was sworn in.

Mr. Chaplin presents application per plans submitted.

Mr. Taylor: So, you're actually going to have a softball field and a practice football field. It's just going to be graded and seeded...

Mr. Chaplin: That is correct. The softball field is currently graded. They're screening topsoil this week, wanting to get that spread probably early next week. They need to get that seeded as soon as possible and the intent is to play softball out there next spring.

Mr. Taylor: So, you're not proposing any new parking, correct? No new lighting? No new signage?

Mr. Chaplin: Correct. They're reusing the old school board. That will be mounted on new poles in right field and a new flagpole.

Mr. Taylor: And no dumpster.

Mr. Chaplin: Correct.

Mr. Taylor: Since there's not going to be a dumpster, are you going to have trash containers?

Mr. Chaplin: Yea, there'll be trash cans near the dugouts for game use and they can load those and bring them down to the school and drop them off. Similar to what they do with football.

Mr. Taylor: I was looking at the plans, I didn't see anything... I saw the dugouts but there's no toilet rooms.

Mr. Chaplin: Correct.

Mr. Taylor: So, what are you going to do as far as toilet facilities?

Mr. Chaplin: The intent is, you see future concession building, again that's on the horizon to build a concession building just to the north and west of the bleachers that would provide restrooms at that top level. It's no different than what we had at the middle school, there weren't really restrooms available there. If need be, I think they just require you to bring in portable toilets for the season.

Mr. Taylor: Ok. Cause during the game I didn't know if you were going to use the middle school facilities... Is the middle school going to stay there?

Mr. Chaplin: It's scheduled to come down this summer.

Mr. Taylor: Ok, so there won't be any facilities there. So, you're going to provide port-o-potties. Ok. Now, was there a variance requested for the loudspeakers or was that covered by the stadium.

Mrs. Raber: It was a part of the first phase.

Mr. Taylor: Ok, so there will be some kind of speakers used there.

Mr. Chaplin: Initially there's not a grandstand or speaker system anticipated. We're putting in a concrete slab for it. When they do add the bleachers, there might be a limited press box there. Likely, there will be speakers there that they can announce names but nothing even close to the speaker system...

Mr. Taylor: Ok. So, there will be bleachers provided on that concrete slab there?

Mr. Chaplin: Behind home plate, that's the intent.

Mr. Taylor: Ok. I didn't see any bleachers...

Mr. Chaplin: No, there are none included right now.

Mr. Taylor: That's not part of this program?

Mr. Chaplin: That's correct...as part of IIa.

Discussion about bleachers.
Steve Wood was sworn in.

Mr. Wood continues discussion on bleachers.

Mr. Larson: Is there a landscaping plan?

Mr. Chaplin: There is. We're showing landscaping on the geometric plan (inaudible). The only intended landscaping is along the west side of the third base dugout along the property between the church... a mounded...

Mr. Larson: Ok, yea that's what I was looking for because it calls out for the buffer and I didn't see anything.

Mr. Chaplin: Yep.

Mr. Taylor: I don't have that page number, but they were showing 6 conifers spaced at about 20 -25 feet apart. There's no species or how tall they are or what they are... what are they?

Mr. Chaplin: Pine trees. They're probably white pines. We can get you some information on exactly what's intended there.

Mr. Taylor: Is that going to be enough screening between the parking lot and the field?

Mr. Chaplin: It's mounded and, again, it's probably a couple hundred feet away from the church. We've made an effort to put some screening there understanding that there probably will never be an activity there at the same time the church is there, if that's the reason for the screening. There's really, aside from the dugouts and some fence, there's not much really above ground to screen.

Mr. Larson: Is there going to be a perimeter fence around the field?

Mr. Chaplin: Around the playing field, not beyond.

Mr. Larson: Not the property itself...

Mr. Chaplin: No.

Mr. Larson: So, all you're going to have as a buffer between the parking lot and the field are those 6 trees.

Mr. Taylor: It does indicate some type of fencing along the outfield there.

Mr. Chaplin: Yea, there's a 6-foot fence that runs along the outside... the homerun fence, it turns down and it dies into the corner of the dugout, picks up again for 6 feet and then become the backstop fence, ties into this dugout and then wraps around again. That's the extent of the fencing.

Mr. Taylor: The brown areas just a warming track?

Mr. Chaplin: Yep. The other area is indicated in gravel, just crushed limestone. Make it easy to get around with cleats and whatnot as well has a crushed stone are for the bullpens.

Mr. Larson: the property outside of the homerun fence, it's going to be grass?

Mr. Chaplin: Yea, that will all be newly seeded, same as the practice field.

Discussion on field.

Mr. Larson: Is there going to be anything there or just open space? I mean, is there going to be at some point, grandstands, or something out there?

Mr. Chaplin: There's no intent to do that. The only thing that would go out there, if it does, would be a filming platform. We're looking at options for portable ones that can be wheeled away or something permanent but it's just to get up for someone to film the practices. But other than that, no. There's really nothing on the practice field. I will add too, that we saw the site develop and recognized the need for access, again this is an older grading plan and we had eased the grading here. The Fire Department was concerned about access to the field in case of emergency to get at least get a gurney down there and we recognized other needs to get dedicated, ADA access to the practice field. So, we are going to create a crushed stone path that come through just on the north side of grassy area to the north of Munroe and it comes through, there's an opening in the trees here. We just through those trees and then run right along this top of the hill. There's just kind of a common grade line and it gets us a pretty flat orientation over to the field. We're going to make it wide enough so if a vehicle did have to get over there, it could.

Mr. Chaplin shows the path on the screen.

Mr. Larson: So, those trees will remain there?

Mr. Chaplin: Yes, we're going to keep as many of those as possible especially the old big one in the corner.

Mr. Taylor: What's the difference in the elevation from the south ball field to the practice field.

Mr. Chaplin: Probably 10 feet

Mr. Chaplin shows them the grading plan on the screen.

Mr. Ryder: Is that area down below where the practice field is, is there any potential for flooding down around there?

Mr. Chaplin: I honestly don't see how. I mean, there's a (inaudible) and there's a really generous swale that runs both directions (inaudible discussion). This used to be piped all the way down to the catch basin. We've since then added a headwall here and then large stone riprap down the, kind of right in the saddle there, that hillside. So, all this water makes its way to that and then eventually down to the other. And then up here, if you've seen the stadium, this is very high. So, (inaudible) come down and then come back up towards the field so, I'd be surprised if that practice field ever flooded.

Mayor Kline: It's a 30-foot drop. From that catch basin to that catch basin.

Mr. Ryder: Will there be electric provided to the dugout area?

Mr. Chaplin: Yes. We are stubbing electric to the dugouts. They're not running on electric right now, we are running electric, obviously, for the scoreboard and then stubbing just a load from the scoreboard towards where the filing platform might go, so that's the only electric being installed at this time. That's all coming from the press box. We've tied into a panel at the press box and brought it that way.

Mr. Ryder: Ok. Are they going to have AED out there? Are those required?

Mr. Wood answers from the audience.

Mr. Ryder: Ok, just portable then, it's not a fixed one? Ok.

Mr. Chaplin: Just so you know, for future intent, there is going to be some more permanent structures.

Discussion on future phases.

Mr. Larson: So, all we're really approving tonight is just the area and the grading...

Mr. Taylor: Yes. Would it be possible on your plans, to indicate the screening that you're going to provide? What they are and the height? So that when you get it done and the City comes out and looks out it, they say the landscaping is right. That way it's on the plans.

Mr. Chaplain: Absolutely.

Mr. Taylor: Have you discussed the screening with the church?

Mr. Chaplin: We have not.

Mr. Taylor: No discussion? Ok. It shouldn't be a problem; they've just got parking back there. And that's going to be on a 2-foot mound?

Mr. Chaplin: Yes.

Mr. Taylor: Ok, so it's going to grade up, you have the trees on top...ok. I have a question for the Law Director or Zoning. Under the possible conditions and modifications item 1, what is that?

Mrs. Raber: That's the ordinance that granted the conditions for the use in the first phase.

Mr. Taylor: For the stadium?

Mrs. Raber: Correct.

Mrs. Hussing expands on the answer.

Discussion on other uses of the field.

Mrs. Oliver: I move to approve the Site Plan Review Application for Item #PZ 20-06-03, applicant Greg Chaplin/Hasenstab Architects, owner Tallmadge City School District at 140 N Munroe Road based upon the application & plans submitted May 19, 26, and 27, 2020 to the Planning & Zoning Department. subject to the following conditions, modifications and/or amendments based on the evidence presented:

- **Compliance with the conditions set forth in Ordinance 56-2018**
- **Approval by Summit County Department of Building Standards**
- **Hours of construction shall comply with city ordinances**
- **Subject to review and approval by City Engineer and all necessary approvals of Summit County Soil & Water Conservation District**
- **All utility plans, connections and inspections subject to City of Tallmadge construction standards by review and approval of Public Service Department.**
- **A traffic plan requirement for game days and special events.**
- **Compliance with the Fire Department's directives as enumerated in the Staff Report.**

[Reference Staff Report:

1. The maximum spacing for all Hydrants will be 300 feet. Fire Hydrants must be within 8 feet of the Fire access road.
2. All Private Hydrants need to meet Tallmadge Fire NFPA Requirements. All private fire lines must be minimal 8".
3. All exterior doors to be numbered according to Fire Department requirements. OFC 505.1
4. Emergency radio communications requirement OFC 510.1 to be Coordinated with Tallmadge Fire Department.
5. Building construction not to be started until fire department access roads are completed to the satisfaction of the Fire Department.

6. Approved fire apparatus access roads shall be provided for every facility. The fire apparatus access road shall extend to within 150 feet all portions of the exterior walls of the first story of the building. OFC 503.1.1
 7. Security gates. The installation of security gates across a fire apparatus access road shall be approved by the Fire Department. Where security gates are installed, they shall have an approved means of emergency operation. OFC 503.6
 8. Fire lanes to be designated and marked per Tallmadge Fire Department OFC 503.3, 503.4
 9. Key boxes to be installed per Fire Department requirements.]
- **Submittal to the Planning & Zoning Commission for approval on any future phases of the site plan or substantive changes to this phase, including but not limited to the addition of lighting, must be submitted to the Planning & Zoning Commission for approval.**

Mr. Larson: **Second.**

Roll called. All members present voted in favor. (5-0)

Mr. Larson: **Motion to adjourn.**

Mrs. Oliver: **Second.**

All members present voted in favor. (5-0)

Meeting adjourned at 7:50pm

Respectfully submitted,



Kelli Funk, Secretary



Gerald Taylor, Chairman

