

Northwood Planning Commission Regular Meeting		
Date	September 12, 2016	Location Council Chambers
Time	Heading	Record of Proceedings for Northwood Planning Commission – Regular Meeting of September 12, 2016
	Call to Order:	The regular meeting of the Northwood Planning Commission was called to order by John Melnyk, Chairman on Monday, September 12, 2016 at 6:00 p.m. in the Council Chambers of the Northwood Municipal Building.
	Roll Call:	The roll was called by Kimberly Vaculik, Planning, Zoning & Economic Development Coordinator. Those in attendance were: Chairman Melnyk, Mayor Schimmel, Mr. Venzke, Mr. Tewers, Mr. Kamilaris, City Engineer Dave Kuhn & Kimberly Vaculik, Planning Zoning & Economic Development Coordinator. Mr. Burns & Mr. Delventhal were absent.
	Motion to Excuse the Absent:	Mr. Venzke made a motion to excuse Mr. Burns & Mr. Delventhal, Second by Chairman Melnyk. Vote: All in Favor. Motion Passed.
	Approval of Minutes for Planning Commission	Motion to approve the minutes from the regular Planning Commission meeting of August 8, 2016. Mr. Tewers stated that Ms. Vaculik needs to be added to the absent and that he seconded the motion to excuse the absent. Mr. Tewers made a motion to approve the minutes as corrected, second by Chairman Melnyk: Vote: All in Favor (Mr. Venzke abstained) Motion Passed.
	New Items for	HP Legacy, Inc., James Mullins/Agent, 8770

Review

Commerce Park Pl., Ste. H, Indianapolis, IN 46268 is requesting Final Site Plan approval for a proposed unmanned compressed natural gas fueling station to be located on Lot 1 of Access Pointe West on Chelsea Dr. at Wales Rd. (4000 Chelsea Dr. Parcel #M51-300-240003003000)

Mr. Mullins stated that he had come before Planning Commission in February of last year for final site approval for the CNG station and that he is here now resubmitting due to their being a new owner and the site plan foot print changing to be smaller.

The new site plan is very similar to the last one however there are some aesthetic changes and new parties involved. They do have a business lined up to be their anchor business which is a house hold name that he cannot mention. They have gone with a smaller footprint on the station. This station will have better equipment which will be a better investment with better durability. The new package is quieter and more compact therefore they don't feel that the wall to surround the equipment is necessary any longer, plus the proposed wall was going to be very costly.

They now propose to have an 8' fence which will be heavy duty with black vinyl slats. They want to have 8' but the minimum they require is 6' to meet their safety codes. He understands that according to the City code, we only allow 6' so a variance would be needed for the 2' difference. Mr. Mullins stated that the equipment would be more secure with the 8' fence and it would look better. This will be at least 100' from any public street.

Mr. Kamilaris asked what makes it different this time around; they didn't build it the last time so why is it different now? He also asked why they can't build the wall and the way the gas comes in there wasn't storage on the last plan.

Mr. Mullins stated that this station is considered a "fast fill" the compressors will be working when the trucks pull in and connecting disconnecting etc. and they had storage on the last site plan. They are proposing 4 racks of cylinders for storage, they are starting with 2 then depending on the amount of traffic they would add 2

	21.22	<p>more. These are hidden behind the fences.</p> <p>Mayor asked if the wall on the original plan with the block was to muffle the noise and now because the equipment is different and quieter they are choosing to use the chain link fence.</p> <p>Mr. Mullins stated that he doesn't think there will be a problem because of the enclosures around the equipment, they have a good amount of insulation and the site is further away from the public right-of-way and the neighbors.</p> <p>Chairman Melnyk asked if there is still going to be a restroom and vending machines and if there will be maintenance for the facility.</p> <p>Mr. Mullins stated that the restroom was part of the plan for the last submittal however it is not in the plans to build a permanent restroom. They will also have maintenance at least once a week depending on the volume that the station sees. If it is less than expected, they may only come out once per 1-2 weeks.</p> <p>Mr. Kamilaris asked when the project will start and who is going to own this?</p> <p>Mr. Mullins stated that Sterling CNG is a big player in this and will ultimately be owned by a house hold name.</p> <p>Mr. Venzke asked about dumpsters and sidewalks.</p> <p>Mr. Mullins stated that the BZA approved the variance to not have to put in sidewalks for their last submittal over a year ago. And they will not have dumpsters but they will have trash bins.</p> <p>Ms. Vaculik pointed out to Chairman Melnyk that they plan to have a port-a-potty instead of the permanent restroom.</p> <p>Chairman Melynk informed Mr. Mullins that if he wants to have a port-a-potty then it will need to be screened.</p> <p>Mr. Mullins stated that is isn't necessarily part of the plan but a lot of the companies that build these facilities like to</p>
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keep them after the construction is complete. They don't want to do it poorly so we have put it in the best spot. He stated that they could screen it as they do not want any negative attention and could figure out with the 8' fencing to put a notch in it to have room for the port-a-potty.

Dave Kuhn stated that if they plan to have a port-a-potty then they need to have it labeled on the site plan and show screening.

Mr. Tewers stated he is still concerned about the noise output. He understands that it's a ways away from the road however he would still like some specific numbers with the noise decibels.

Mr. Mullins stated that it would be 81 decibels at 10.' He also stated that the land has not officially been purchased however it is under contract and the parties have closing pending in days.

Dave Kuhn, City Engineer read his comments:

1. The applicant is proposing to construct an unmanned compressed Natural Gas Fueling Facility on Lot 1 of the Access Pointe West Subdivision located on the southwest corner of the Wales Road and Chelsea Drive intersection. This is an updated site plan which the Planning Commission approved in February 2015. The major revision of the site plan is to eliminate one natural gas dispenser and changed the block wall around the compressor equipment to an 8' high chain link fence with screening. A variance will need to be approved by the City for an 8' high fence. The parcel is zoned "C" Commercial District and is surrounded by parcels zoned "C" Commercial District to the east, "M-2" Heavy Industrial to the south and zoned "P" Public Land to the north and west in the City of Rossford. The facility meets the setback requirements of the zoning district. The use of the facility meets the requirements of Section 1274.02 (3) (o) of the Northwood City Zoning Code.

2. Comments from the Zoning Inspection Report shall be included in the final site plan approval of the Planning Commission.

Ms. Vaculik stated she had no comments other than the fact that if they want to keep the 8' fence, they will need to request a variance of 2.'

3. A set of final site plans shall be submitted to the City of Northwood's Fire Chief to review the location of the hydrants, fire apparatus access, fire hazards and other equipment items. Comments from the Fire Chief shall be included in the final site plan approval of the Planning Commission.

Ms. Vaculik stated that the Fire Chief said the plans looked fine however he wanted to know if it was open to the public which it is and also if the station will be manned 24/7 which it will not. Ms. Vaculik asked Mr. Mullins if the site will be monitored 24/7?

Mr. Mullins stated that the owners will have monitoring access to the site 24/7 which will record the images however they are probably not going to be monitoring it 24/7. There will be multiple people checking in on it from time to time. It will record and will keep it every 5-6 days.

Mr. Kamilaris said he wants to see 24/7 monitoring coverage of the site; he said it's dangerous to have that kind of gas and it not be monitored.

Mr. Mullins stated that CNG is actually safer than regular gas. He also stated that they have 6 cameras on the electrical plans now that have gone to Wood County with the option of adding more.

4. A set of final site plans shall be submitted to the City of Northwood's Police Chief to review vehicular access and public safety items. Comments from the Police Chief shall be included in the final site plan approval of the Planning Commission.

Ms. Vaculik stated that the Police Chief had no comments.

5. Add the Owner's fax number to the title page according to Section 1250.12 (b) (1) of the City of Northwood's Zoning Code.

6. Since the disturbed area is greater than one acre you need to obtain an EPA NOI Permit and have a SWP3 Plan. We have reviewed the SWP3 Plan and the following items need to be added:

- a. Attach the NOI permit to the plan.
- b. Add the calculations for dewatering volume, sediment and orifice sizing of the skimmer during the construction phase of the project.
- c. Show the dewatering volume elevation on the discharge outlet structure detail.
- d. Show on the SWP3 Plan where the sediment volume is located
- e. Provide the 8 hour calculation showing not less than half the volume discharges from the sediment pond.
- f. Complete the regional SWP3 forms and add forms to the SWP3 Plan.

The SWP3 Plan and information must be located on the construction site until construction is completed. The City of Northwood will stop on occasion by the job site to review the SWP3 Plan and the log information.

7. Show on the utility plan the proposed location of the natural gas line in the right-of-way and onsite.

8. We had reviewed the landscaping plan and found the plan to be acceptable.

9. The original photometric plan indicates more than one foot-candle of light escapes the site at each driveway. Since the light only escapes at the right-of-way line and not at adjacent properties, the photometric plan is acceptable.

10. If any dumpster is to be located on the site, provide the location and screening according to Section 1250.12 (b) (26) of the City of Northwood's Zoning Code.

11. Provide the City of Northwood with the total

		<p>impervious area of the site so an equivalent residential unit (ERU) can be calculated for the site. The City of Northwood has a storm water utility which charges a monthly fee based on an ERU. We estimated the ERU based on the weighted "C" for the site as 64, however, the owner shall provide the imperious area of the site, so we can accurately calculate the ERU's.</p> <p>Mayor asked what the timeline is.</p> <p>Mr. Mullins stated that they plan to start breaking ground within the next few weeks. Unless it gets too cold then they will have to wait until Spring.</p> <p>Mr. Venzke asked if the BZA denies the 2' variance for the 8' chain-link fence does the Planning Commission want to go back to the brick wall?</p> <p>Dave Kuhn stated that he isn't sure how the noise would dissipate.</p> <p>Chairman Melnyk asked what 81 decibels is comparable to.</p> <p>Dave Kuhn stated that it would be comparable to a loud car boom box turned way up.</p> <p>Chairman Melnyk asked if the Planning Commission would want Mr. Mullins to get the information all put together to come back to the next month's Planning Commission meeting?</p> <p>There was further discussion and Planning Commission decided to vote on the request. Dave Kuhn stated that they could start moving dirt since their previous site plan had already been approved.</p> <p>NOTE: Mr. Burns came into the meeting late.</p>
		<p>Mr. Kamilaris made a motion to approve the final site plan for a proposed unmanned compressed natural gas fueling station to be located on Lot 1 of Access</p>

		<p>Pointe West on Chelsea Dr. at Wales Rd. conditioned upon the City Engineer's comments including obtaining a variance for the 8' fence, second by Mr. Venzke.</p> <p>Vote: All in Favor.</p> <p>Motion Passed.</p>
	<p>New Item:</p>	<p>Chuck Bell, 30333 Lemoyne Rd., Walbridge, Ohio is requesting Conditional Use approval to allow indoor sports facility (indoor sand volleyball) at 2538 Woodville Rd. (in Great Eastern). NCO Section 1275.02(b)(7).</p> <p>Chuck Bell came to ask for conditional use approval at 2538 Woodville Rd. He stated that he has been doing this type of business for over 2 years. We are looking to add a kids play area and gymnastics along with the sand volleyball. The hours would be from around 5:00pm to 10-11:00pm. On the weekends there may be tournaments which would bring in approximately 50 to 150 people. Chuck stated that his office is across the street in Oregon so he has an interest in this property and wants to see it grow. He stated that they love this location.</p> <p>Mr. Burns asked if this will be four courts and asked if this location will have a bar/restaurant. He stated that he would have concerns if they were to have birthday parties, how far away would the parties be in comparison to the bar/restaurant.</p> <p>Mr. Bell stated that it will have four courts and as far as the bar/ restaurant go that is only in the very preliminary stages and is not guaranteed but he is aware that they are a part of Northwood's Revitalization District.</p> <p>Russ Fryman, 1457 Henniger Way, Adrian, MI also got up and spoke about this project. Russ stated that he works for Oregon so he also drives past this area every day. He stated that they have hired a manger to help them run the leagues.</p>

		Chairman Melnyk asked if they need security. Russ stated that they will have several cameras.
		Chairman Melnyk made a motion to approve an indoor sports facility (indoor sand volleyball) at 2538 Woodville Rd. (in Great Eastern). NCO Section 1275.02(b)(7)., second by Mayor Schimmel. Vote: All in Favor. Motion Passed.
	Chairman's Report:	
	City Engineer's Report:	No report.
	Zoning:	No report.
	Adjournment:	There being no further business before the Planning Commission and all being in favor, the meeting adjourned at 7:15p.m.
	Attest:	Kimberly Vaculik
	Approved:	Chairman John Melnyk