AGENDA
Tuesday, August 11, 2020 | 7:00 pm
Virtual City Planning Commission Meeting (Online)

Join Zoom Meeting:

https://us02web.zoom.us/j/87167425730?pwd=T2locnZ6dnI3ZW56bjlqTWxzMjFPdz09

Meeting ID: 871 6742 5730
Passcode: FPPC

Meeting will also be broadcast LIVE on Spectrum Channel 17 and Fioptics Channel 855

WORKSESSION

FPD 20-003 Special Exception – Adult Day Care – 1257 Kemper Meadow Dr.
FPD 20-009 Sign Variance – Smart Local 24 – 1440 Kemper Meadow Dr.
FPD 20-010 Development Plan Minor Revision – Ameritas Parking Expansion – 1876 Waycross Rd.

PLANNING COMMISSION MEETING

I. Call to Order

II. Roll Call

III. Minutes
   A. July 21, 2020

IV. Commissioner’s Reports

V. Director’s Report

VI. Communications from the Public
   If addressing the Commission, please wait for the chair to recognize you, state your name and address and please limit comments to 5 minutes. This meeting will be recorded for ease of transcription and will be broadcast by Waycross Community Media.

VII. New Business
   A. FPD 20-003 Special Exception – Adult Day Care – 1257 Kemper Meadow Dr.
   C. FPD 20-009 Sign Variance – Smart Local 24 – 1440 Kemper Meadow Dr.
   D. FPD 20-010 Development Plan Minor Revision – Ameritas Parking Expansion – 1876 Waycross Rd.

VIII. Adjournment

Forest Park Planning Commission
Dave Aaronson, Chairman        Lewis Bunton, Sr., Vice-Chairman   Dennis Smith, Secretary
Charles Johnson                 Aharon Brown                      Susan Anuforo                 Sherman Bradley, Sr.
The Forest Park Planning Commission Virtual Worksession was called to order at 7:00 p.m.

FPD20-005: Development Plan: Rainstorm Car Wash
FPD20-006: Special Exception: Rainstorm Car Wash – 11130 Hamilton Ave
Mr. Anderson said this was presented at the 7/14/20 meeting and they requested the applicant add architectural features and to present an architectural rendering. Mr. Anderson stated this had features in common with the West Chester car wash and he recommends the Planning Commission approve the request. He presented an aerial view of the entrance driveway and exit. He reviewed the traffic pattern and noted he did not show cars going behind the shopping center because it is not likely due to dumpsters and other items behind the center.

Mr. Aaronson asked about if it were split face block or cement board or lap siding.

Mr. Painter stated it was cultured stone with grey vinyl siding between the brick columns. Mr. Justice, development team, stated it is cultured stone with wainscoting attached to concrete and has multiple layers of different items. They have black and white and maize colors and the grey vinyl siding works best. They have found vinyl to last 20 years without fading or having the lime come out of the mortar to stain. They have the ability to clean the tunnel and vinyl, if needed, once a week.

Mr. Aaronson asked Mr. Anderson if this is ok. Mr. Anderson said because this is not the only element, he believes vinyl siding is unusual, but he has no issue especially since the vinyl has a 20-year lifespan.

There were no other questions from Planning Commissioners.

Mr. Anderson stated he believes the appearance works and has no issue as far as the other elements.

Planning Commissioners had no questions regarding the development plan

Worksession closed as of 7:15 p.m.
Mr. Aaronson called the meeting of the Forest Park Planning Commission Meeting to order at 7:15 p.m.

All commissioners were in attendance.

The minutes of the July 14, 2020 meeting were accepted as presented.

Commissioner’s Report – None

Director’s Report – None

Communications from the Public – None

NEW BUSINESS

A. FPD 20-005 – Development Plan – 11130 Hamilton Avenue – Rainstorm Car Wash

Mr. Johnson moved to approve Development Plan FPD 20-005, with the following conditions:

1. The building elevation not on drawing must be similar to elevation sheet dated March 28, 2020. The building elevation sheet(s) included with the building-permit plan set must be consistent with the architectural rendering attached to the staff report.

2. A ground sign will require a Master Sign Plan to be approved by the Planning Commission.

3. The dumpster area must be enclosed on three sides with a solid wall of split-face CMU masonry.

4. The planting strip along Hamilton Avenue is permitted at less than 35 feet where shown on the landscape plan.

5. Approval of the Development Plan is contingent upon approval by the Planning Commission of the Special Exception to allow a car wash at 11130 Hamilton Avenue in the Planned Business District.

Mr. Bradley seconded. All in favor. Motion passed 7-0.

B. FPD 20-006 - Special Exception – 11130 Hamilton Ave – Rainstorm Car Wash

Mr. Johnson moved to approve Special Exception FPD 20-006 to allow a car wash at 11130 Hamilton Avenue in the Planned Business District, according to the approved Development Plan FPD 20-005.

Dr. Bunton seconded. All in favor. Motion passed 7-0.

Mr. Johnson asked Mr. Anderson the status of the postponed agenda items from the July 14, 2020 Planning Commission meeting. Mr. Anderson stated they will be presented in the August, 2020 meeting.

With no further discussion or comments, Mr. Aaronson closed the meeting at 7:25 pm.
Planning Commission Staff Report – Revised for Second Meeting

FPD 20-008: Development Plan: Dollar General
Address: 633 Northland Blvd.
Zoning District: “PB” Planned Business District
Meeting Date: August 11, 2020 at 7:00 PM
Applicant: Andrew Zofkie, Cross Development

I. Background

Cross Development, a developer for Dollar General, has contracted to purchase the former Chase Bank branch at 633 Northland Blvd. They plan to demolish the bank building and construct a new store on the site, while retaining some of the current site, including the north-south driveway, the planting strip along Northland Blvd., and most of the landscaped area next to McDonald’s.

This site was originally developed along with the Central Park Plaza located behind it. That site was redeveloped in 2019 by Magna Machine for their roller-coaster business.

Dollar General is a “small-box” discount chain that focuses on everyday necessities. The company pioneered the “dollar store” model, originally (in 1955) pricing all merchandise at $1 or less. Dollar General does not currently have any locations in Forest Park, although the company was formerly a tenant at the old K-Mart Plaza (now demolished) at Hamilton & Waycross Roads and at the Forest Park Plaza shopping center just to the east of this location.

II. Development Plan

The development plan calls for the current building to be demolished and new 9,100 square foot store to be constructed approximately 50 feet farther back from the road than the current building. The parking is located in front of the building and is planned for 27 spaces. The Zoning Code requires 23 parking spaces for a retail building of less than 10,000 square feet.

The site has a two-way drive that connects to Northland on the north, and a shared-access drive on the south. The Northland entrance is right-in/right-out, for traffic moving eastbound on Northland. Traffic to and from all other directions uses the shared-access drive, which is owned by Magna Machine. The shared-access drive serves all of the properties along the south side of Northland Blvd., and provides access to Waycross Road and Southland Road as well. This drive will be repaved, and it appears from the plan that the median strip in the northern part of the drive will be removed.

The landscaped areas on the north and east sides of the property are planned to be retained, although the parking will encroach slightly on the east landscaped area. The driveway remnant on the southeast side of the property should also be shown as removed and as a curbed and planted area.

Signs
The sign shown on the plan is for a Dollar General pylon sign. The Sign Code allows a pylon sign of up to 22 feet in height or a monument sign of up to 9 feet in height in the PB District. This block
of Northland contains a mix of monument and pylon signs. A monument sign is more appropriate at this location. It would match the size and height of the signs for all of the out-lot businesses in the vicinity except for McDonalds. We are expecting, however, that McDonald’s will be applying for a full rebuild of their store and I anticipate that they will change to a monument sign at that time. We are also working with Magna Machine to replace the old Northpoint sign with a monument sign at that location. I recommend that the Planning Commission require that any ground sign on this site must be a monument sign, with a maximum height of 6 feet and a maximum area of 72 square feet.

The building plans show a second sign over the entrance of the building. This is scaled to fit over the entrance of the building and is my preferred location for a sign at this site. The Sign Code allows all single-use business locations to have one sign as of right. A business can apply for a master signage plan to allow more than one sign, and the Planning Commission has the discretion to approve such a plan. For this location, however, I recommend that only one sign should be permitted, with the applicant choosing whether to have a ground sign or wall sign, but not both.

**Lighting**
The bank used pole mounted lights with angled fixtures to provide site lighting. This type of fixture is now considered obsolete (due to excessive light spillover) and is rarely used in new construction. These fixtures will need to be removed in any case for the redevelopment of the site. The development plan does not show any new freestanding light fixture locations. The building plans have wall-mounted lighting fixtures to illuminate the areas close to the building. The property to the west and south (the old shopping center) was retrofitted with LED fixtures in 2017. I recommend that a photometric projection of the site lighting levels be provided and shown on a revised development plan.

**Building Exterior**
Dollar General makes extensive use of pre-engineered metal structures, and one of their prototype designs was originally proposed here. In response to staff comments, the applicant has revised that building as shown on the attached plans. The four rectangular EIFS sections on the front are representative of windows, although the building will not have actual windows. That is not unusual for a modern retail building, although some retail designs (Walgreens is an example) incorporate clerestory windows to bring in natural light and still allow store fixtures along the outside walls.

Exterior materials on the front and sides include EIFS and split-face CMU block in the standard earth tones found on other Dollar General stores. The rear of the building has not been given the same treatment and is shown as metal. I recommend that the materials used on the sides and the front also be used on the rear, and that this be a condition of approval.

**Parking and Loading**
Included in the plan is a truck-turning study to show how a truck would enter the site, park, unload and depart the site. The need to turn the truck in the customer parking area results in a drive aisle that is 34 feet wide. This is 10 feet wider than the Zoning Code requires and adds about 9% to the paved area in front of the store. The store does not have a loading dock, only a loading door on at the rear right side of the building. Two dumpsters are planned to be located next to the loading area. The plan does not show the enclosure for the dumpsters, which is required to be a solid wall on three sides with solid gates on the front. I recommend the enclosure be constructed of the same split-face CMU as the building.
Redevelopment Area Orientation
At the prior meeting I had discussed the concept of turning the building and parking 90 degrees, with the building front facing east rather than north. After some additional evaluation, I don’t think it would be a significant improvement over the plan as presented by the applicant.

Landscaping
The plan shows that the existing landscaping in front, including the 35-foot landscape buffer, be preserved on the site and not disturbed. It also shows the same for the landscaped area on the east side of the site, shared with McDonalds, although it also shows the eastern edge of the new parking encroaching on that landscaped area. This landscape strip has mature trees on it which may not survive if there is earthwork and paving occurring that close to the trees. McDonald’s is gearing up to demolish the current building next door and build a new store at the same location. It is unknown if they will be modifying their parking at that time. I recommend that the Planning Commission include a condition that any dead trees in this planting strip be removed and replaced with an equivalent tree, in coordination with the future McDonald’s redevelopment. (For example, both property owners could present an alternate landscape revision or tree replacement at a future date).

There is no new landscaping shown on this plan. Many Dollar General stores have no landscaping or very minimal landscaping. At the building, the concrete paving goes right to the wall without any planting beds in between. The unbroken expanses of paving transitioning into the concrete block walls gives the site a harsh appearance and does nothing to fit in or contribute to the streetscape on Northland Blvd. I recommend that the applicant develop a landscape plan that at a minimum adds planting beds where the building and pavement meet.

III. Recommendation
The Dollar General store is a permitted use (“General Merchandise Stores”) in the Planned Business District, and the Planning Commission’s review is for the building and site without providing an opinion on whether another small-box discount store is necessary to serve the area.

The plan to save the landscaped areas on the north and east sides of the property is a good one since the landscaping is mature and well-maintained. The service area, including the dumpsters, will need revisions to screen it from public view. There are no “hidden” parts of the site due to the surrounding development and the east west private drive that serves this and the other properties in the area.

In response to our comments, the applicant has revised the building exterior on three sides. As noted above, the back side is just as visible as any other, and as noted I recommend that this treatment be extended to that side of the building.

The site plan and building plans will need to be revised to reflect the conditions of approval, and there are a two additional issues with the plan. The first is that the rear edge of the developed part of the property, behind the building, is not shown. The second is that the plan does not have the conventional orientation in which North is at the top. This leads to some confusion and disorientation unless a person turns the plan sheet 90 degrees. I also recommend that a revised plan be corrected to address these two issues.
The building is an incremental upgrade to the “cheap and plain” kind of store that Dollar General has built at other locations in the area, and with conditions of additional landscaping at the building, signage scaled to the area, and the enclosure of the dumpsters, it will have at least a standard appearance for a suburban retail building.

Between the changes in the banking industry and the conditions we are living in now, I have no realistic expectation that another bank would buy the site, and if that were likely it would have almost certainly have happened by now. I don’t believe that Forest Park can “hold out” for this site to return to productivity as a bank.

Redevelopment of this property is the most likely outcome with any end-user. This redevelopment has been difficult mainly due to the company’s development standards, which in their prototype format would not fit on this section of Northland Blvd. I recommend that the Planning Commission approve the development plan with all of the listed conditions, and that the applicant provide revised plans reflecting those conditions.

**IV. Suggested Motion**

Move to approve Development Plan Minor Revision 20-007 for Dollar General at 633 Northland Blvd to August 11, 2020, with the following conditions:

1. The exterior building materials must be the same on all four sides and the rear wall revised to reflect that requirement.
2. The pylon sign shown on the development plan must be deleted. If another ground sign is substituted, it must be a monument sign with a maximum height of 6 feet and a maximum area of 72 square feet, OR the applicant may elect to use the wall sign and delete the ground sign entirely.
3. Additional landscape beds are to be provided adjacent to the building, sufficient to break up the continuous paved edge.
4. The dumpster and loading area must be enclosed on three sides with walls of the same split-face CMU block as the building and the enclosure must meet all of the dimensional requirements of the Zoning Code.
5. A photometric projection must be included with a revised plan.
6. Any trees currently on the site that are damaged or otherwise die must be replaced with an equivalent species of sufficient size, in accordance with Chapter 98 of the Code of Ordinances (tree replacement). Changes to the east landscaped strip can be coordinated with McDonalds at the applicant’s option.
7. The development plan must be revised to show what material will form the southern boundary of the property
8. Revised plans shall be oriented so that North is at the top of the page.

Respectfully Submitted,

Christopher A. Anderson, AICP
Director of Community Development
NOTES:
1. SITE PLAN PREPARED WITHOUT BENEFIT OF TITLE OPINION, DEED RESTRICTION, OR SURVEY
2. SITE SUBJECT TO CHANGE PENDING ALL STATE AND CITY ORDINANCES OR DEED RESTRICTIONS
3. BUILDING AND SITE SIGN LOCATION, SQUARE FOOTAGE, AND TYPE SUBJECT TO CHANGE PENDING ALL STATE AND CITY ORDINANCES OR DEED RESTRICTIONS
I. Background and Analysis

The Sheet Metal Workers Union has applied for a wall sign for their building at 1440 Kemper Meadow Drive. As you may recall, the Planning Commission approved a Special Exception application for the union in 2018 and they moved into the building last year.

The building has two previously approved monument signs, one on Kemper Meadow Drive and one on Kempersprings Drive, as shown in the aerial photo below:

The Special Planning Area 1 zoning district, which includes all of the Kemper Meadow Business Center, has sign regulations that permit either one ground sign or one building sign (not both) for single-tenant buildings, and one yard sign and one building sign per tenant for multi-tenant buildings.

Sheet Metal Workers Local 24 is part of the International Association of Sheet Metal, Air, Rail and Transportation Workers (SMART) union. That is the identification shown on the ground sign at the Kemper Meadow Drive front entrance. The proposed sign identifies this particular local with Sheet Metal Workers Local 24 with backlit channel letters that would be mounted to the building. It appears that visibility from Kemper Meadow is one of the reasons for the sign variance application. The same message could be scaled down to fit on the existing ground sign, but it would not be as visible as the wall sign. Another reason for the application is that functionally the building is divided between the union offices and a separately incorporated educational function.
## II. Sign Variance Standards

The Zoning Code provides the following standards for evaluating a sign variance:

<table>
<thead>
<tr>
<th>Sign Variance Standard</th>
<th>Discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1</strong> There are special circumstances or conditions, fully documented in the findings, that are peculiar to the land and/or building and do not generally apply to land and buildings in the surrounding neighborhood.</td>
<td>This is a single-use building with one tenant operating two separately incorporated divisions. With the location on the corner, it has the advantage in visibility from two street frontages, and there is an existing ground sign at each. Even if we consider this a multi-tenant space, the proposed wall sign does not function as tenant identification, for example indicating which door visitors should use, or clearly indicating in which part of the building the tenant is located. There are no special circumstances that do not generally apply to other properties in the area.</td>
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<tr>
<td><strong>2</strong> The variance granted by the Planning Commission shall be the minimum variance needed to accomplish the purpose.</td>
<td>The proposed wall sign is approximately 160 square feet. The existing in-use ground sign is approximately 60 square feet. A wall sign that serves as tenant identification varies in size according the building, but is typically no more than about 20 square feet. This is not a minimum variance.</td>
</tr>
<tr>
<td><strong>3</strong> The granting of the variance will be in harmony with the general purpose and intent of the chapter, and will not be injurious to the neighborhood or otherwise detrimental to the public welfare.</td>
<td>The sign is up to industry standards and is of a modern design, and if approved, it would not be injurious to the neighborhood or detrimental to the public welfare. A large wall sign such as this, however, is not in harmony with the purpose and intent of the chapter, which clearly outlines the rules for signs in the SPA-1 district.</td>
</tr>
<tr>
<td><strong>4</strong> The condition or situation of the specific piece of property is not so general as to make reasonably practical the formulation of a general regulation for the condition or situation.</td>
<td>This applies to variance applications which have been repeated across multiple properties, indicating the possible need for the City to revise a burdensome regulation. That is not the case with this application and new general regulation is not warranted in this case.</td>
</tr>
<tr>
<td><strong>5</strong> That the special conditions or circumstances did not result from the actions of the applicant.</td>
<td>The conditions and circumstances of this property (such as the two existing ground signs or the orientation of the building to the corner) do not result from the actions of the applicant.</td>
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</table>
III. Recommendation

The Kemper Meadow master plan is the main reason for the sign regulations that govern properties in the SPA-1 district. The center has a mix of uses ranging from residential to light industrial, but one thing that they all have in common is that none of them generate customer visits from drive by or walk-in traffic, as for example a convenience store does. Signs in the Kemper Meadow Center are therefore intended for identification rather than attempting to draw the attention of the traveling public. The signs also have some rules regarding materials, orientation and colors, which helps the different business properties fit together in a coherent whole. This has worked well for the Kemper Meadow Center and the sign regulations have had only minor modifications over the years, mainly to expand the color palette.

The proposed sign has been professionally designed and we could expect that it would also be professionally installed and maintained. On a building in a different location, this sign could fit and could be approved without much fuss.

Most single properties in Kemper Meadow have one sign. This property has two ground signs. Even with different wording (“SMART” on one sign, “Sheet Metal Workers Local 24” on the other), the two signs can be placed on the existing monuments, which the union has the right to use without any special exceptions or variances.

In my opinion, the application only meets 2 of the required 5 standards, and I recommend that the sign variance application be denied.

IV. Suggested Motion

Move to find that the application meets only standards #5 and #6 of the required five standards for a sign variance, that it does not meet standards #1, #2 and #3, and to disapprove Sign Variance 20-009 for wall sign at 1440 Kemper Meadow Drive according the plans submitted.

Respectfully Submitted,
Christopher A. Anderson, AICP
Director of Community Development
> Channel Letters: "SHEET METAL WORKERS LOCAL UNION 24"
- Reverse Halo Lit Aluminum Channel Letters
- Remote Mount
- White LED Illumination
- Aluminum Faces and 5" Returns Painted Silver Metallic
- 2" Stand-Offs

> Round Sheet Metal Workers Logo:
- Reverse Halo-Lit Channel Letter
- Aluminum Face with Digital Graphic
- Returns Painted Silver Metallic

**Proposed:**

**Simulated Night View**
Option One

Option Two

>> 33½" x 100" Replacement Monument:

- Circular Logo, "SHEET METAL", "AIR", "RAIL", "TRANSPORTATION" - Vinyl - 1st Surface
- "SMART" 1/2" Clear Acrylic Painted Blue & Silver Metallic Stud Mounted
- 1/8" Aluminum Panels Painted Silver Metallic
- Non-Illuminated

Existing:

Proposed:

Dualite

FILE# 19-B-110-A-SMART-C3
Scale: ¼" = 1' 0"
Date: 10-30-2019

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X.

Customer Approval or Comments:
New 5'-2" x 12'-4" Cap Over Monument Sign

Dimensions are approximate and subject to change pending review by Dualite Engineering.

Option 1

12'-4"

Proposed:

>> 62" x 148" Replacement Monument:

- Circular Logo - 1/2" Acrylic Stud Mounted with Digital Decal
- "SHEET METAL", "AIR", "RAIL", "TRANSPORTATION", "LOCAL 24 JATC TRAINING FACILITY AND UNION OFFICES", and "1440 Kemper Meadow Drive" - digitally printed - wind - 1st surface
- "SMART" - 1/2" Acrylic Letter Painted Blue & Metallic Silver Stud Mounted
- 1/8" Aluminum Panels Painted Silver Metallic
- Non-Illuminated
- Inner Frame - 1 1/2" Aluminum Welded Tubing

Dualite

FILE #: 19-B-110-A-SMART-B4
Scale: 1" = 1'0"
Date: 10-30-2019

Customer Approval Comments:

X:
**Property Address**: 1440 Kemper Meadow Dr.

**Applicant**

<table>
<thead>
<tr>
<th>Name</th>
<th>SMART LOCAL UNION #24</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>6550 Por Ave. Dayton OH 45439</td>
</tr>
<tr>
<td>Phone</td>
<td>(614) 774-5818</td>
</tr>
<tr>
<td>E-Mail</td>
<td><a href="mailto:French@smw24.org">French@smw24.org</a></td>
</tr>
<tr>
<td>Applicant is:</td>
<td>[ ] Owner [ ] Tenant [ ] Agent [ ] Other</td>
</tr>
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</table>

**Property Owner**

(If different from applicant)

<table>
<thead>
<tr>
<th>Name</th>
<th>SMART LOCAL UNION #24</th>
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<tbody>
<tr>
<td>Address</td>
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<td>Phone</td>
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<tr>
<td>E-Mail</td>
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**Signatures**

Applicant Signature: [Signature]  
Date: 7-27-20

Owner Signature: [Signature]  
Date: 7-27-20

**Application Purpose and Fee**

<table>
<thead>
<tr>
<th>Land Use, Occupancy, and Development</th>
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<tbody>
<tr>
<td>New Development Plan</td>
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<tr>
<td>D.P. Substantial Revision</td>
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<tr>
<td>D.P. Minor Revision</td>
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<tr>
<td>Site Plan</td>
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<tr>
<td>Planned Dwelling Group</td>
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<tr>
<td>Concept Plan</td>
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<tr>
<td>Variance* (R Districts)</td>
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<tr>
<td>Variance* (All Other Districts)</td>
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<tr>
<td>Temporary Use</td>
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<tr>
<td>Special Exception*</td>
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</tbody>
</table>

**Zoning**

| Administrative Appeal                  | $100 |
| Zoning Interpretation                  | $100 |
| Zone District Change                   | $750 |
| Zoning Text Amendment                  | $750 |

**Signs**

| Master Sign Plan                       | $100 |
| Comprehensive Sign Plan                | $100 |
| Changeable Message Sign                | $100 |

| Sign Variance*                         | $300 |

**Subdivisions**

| Preliminary Plat                       | $200 |
| Improvement Plan                       | $200 |
| Record Plat                            | $100 |

*Additional instructions on the reverse side.*

Please include the following:

- Application Fee, payable to "City of Forest Park"
- Plan Drawings—10 copies
- Cover letter with project description

Applications are due by the fourth Friday of the month

Additional questions, required for variances and special exception applications, are listed on the reverse side.
Planning Commission Staff Report

Development Plan Minor Revision 20-010: Additional Parking
Address: 1876-B Waycross Road
Meeting Date: August 11, 2020
Applicant: Ameritas Life Insurance Corporation
Zoning: SPA-3, Special Planning Area No. 3

I. Background and Analysis

Ameritas has most of its employees in the 70,000 square foot one-story office building that they constructed in 2014, with the rest in the 3-story office building at 1880 Waycross, which formerly had Jacobs Engineering as the main tenant. Ameritas is currently renovating the 1880 building as part of a plan to move the employees currently working at 1876 to this building in order to house them all in the same building.

Another company, which has not been publicly named, has entered into a lease with Ameritas to occupy the 1876 building starting next year. According to a briefing that we received, the company will have up to 400 employees at this location.

The Ameritas property had adequate parking for both companies prior to the demolition of the old 1876 building and the parking that had been located in front of it. The remaining parking is divided into two areas on either side of the 1880 building as shown on the attached plans.

The new parking lot consists of 134 parking spaces, at a location adjacent to the existing parking lot. The new parking lot meets all of the City standards for parking space size, drive aisle width, separation islands and two-way traffic. The project’s civil engineering firm, Bayer-Becker, has submitted drainage calculations which will be reviewed and approved by the City Engineer.

The plans also show a possible future lot split, although that is not part of this application. It mainly illustrates the reason for the access and parking easements shown on the plan. These easements will be necessary to provide full access and circulation for both properties in the event that they have separate owners at a future date.

II. Recommendation

The proposed parking is necessary to accommodate the additional employees that will be working at the site starting next year. Ameritas has demonstrated once again why they are the City’s business leader in securing a first-class tenant to replace Jacobs, and the new parking supports that economic development effort.

The parking is designed to fit with the existing parking and I expect that once it is in place, an occasional visitor would have to be on the lookout to even notice that the lot had been expanded. The company and civil engineer have worked with the staff to meet all of the technical and code requirements, including the drainage calculations for the stormwater management permit. I recommend that the development plan revision for the additional parking be approved.
III. Suggested Motion
Move to approve Development Plan Minor Revision 20-010 for a 134-space parking lot at Ameritas Life Insurance, 1876 Waycross Road, according to the plans dated 7-22-2020.

Respectfully Submitted,

Christopher A. Anderson
Christopher A. Anderson, AICP
Director of Community Development
GENERAL CONSTRUCTION NOTES:

1. ALL WORK TO BE DONE IN ACCORDANCE WITH THE LATEST EDITION OF THE CITY OF FOREST PARK RULES, REGULATIONS & SPECIFICATIONS, OF TRANSPORTATION SPECIFICATIONS.

2. CONTRACTOR SHALL INSTALL EROSION CONTROL MEASURES PRIOR TO CONSTRUCTION. SITE CONTRACTOR SHALL PROPERLY REMOVE DEBRIS AND SEDIMENT FROM BMP's AS THE PROJECT PROGRESSES.

3. CONTRACTOR TO VERIFY ALL QUANTITIES INCLUDING EARTHWORK VOLUMES WITH OWNER PRIOR TO COMMENCEMENT OF WORK. STRUCTURE TO STRUCTURE OR FROM FIELD MARKINGS OR UTILITY PLANS WHERE APPLICABLE. EXACT LOCATION OF UNDERGROUND IMPROVEMENTS CANNOT BE DETERMINED WITHOUT EXCAVATING AND EXCAVATING.

4. THE LOCATION OF THE UNDERGROUND UTILITIES SHOWN ON THE PLAN HAVE BEEN OBTAINED BY FIELD CHECKS AND SEARCHES OF AVAILABLE RECORDS AND DO NOT NECESSARILY REPRESENT ALL UNDERGROUND UTILITIES ADJACENT TO OR UPON THE PREMISES. THE ENGINEER DOES NOT GUARANTEE THEIR ACCURACY OR COMPLETENESS. THE CONTRACTOR SHALL VERIFY LOCATIONS WITH UTILITY COMPANIES BEFORE MAKING EXCAVATIONS. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR THE COORDINATION OF ALL WORK ON THIS PROJECT AND THE PROPER EXECUTION OF THE SAME.

5. SILT FENCES USED FOR EROSION AND SEDIMENT CONTROL ARE TO BE ENTRENCHED AT LEAST 6" INCHES DEEP. SILT FENCES MUST BE MAINTAINED DURING CONSTRUCTION BY REMOVING COMPACTED SILT AND REPLACING WITH NEW SILT.

6. ALL SM ITEMS OF WORK MUST BE INSTALLED AS SHOWN ON THIS PLAN. ANY WORK INSTALLED CONTRARY TO THE PLAN MUST BE REMOVED IN PROPERLY REPLACED. ANY WORK INSTALLED WITHOUT INSPECTION MUST BE REMOVED AND REPLACED UNDER THE OBSERVANCE OF THE CONSTRUCTION INSPECTOR.

7. ALL CONTRACTORS INCLUDING BUT NOT LIMITED TO THE CLEARING, GRADING, AND PAVING CONTRACTORS SHALL REMEMBER THAT MATERIALS USED TO BE 20' 3" OLD ELEVATION MUST BE 2' 6" OLD ELEVATION AT THE TIME OF COMPLETION.

CONTRACTOR'S RESPONSIBILITIES:

- ALL WORK TO BE PERFORMED IN ACCORDANCE WITH THE LATEST EDITION OF THE CITY OF FOREST PARK RULES, REGULATIONS & SPECIFICATIONS, OF TRANSPORTATION SPECIFICATIONS.
- CONTRACTOR TO VERIFY ALL QUANTITIES INCLUDING EARTHWORK VOLUMES WITH OWNER PRIOR TO COMMENCEMENT OF WORK.
- CONTRACTOR TO PROVIDE SILOS FOR STORAGE OF MATERIALS.
- CONTRACTOR TO MAINTAIN SOD IN GOOD CONDITION DURING CONSTRUCTION.
- CONTRACTOR TO PROVIDE COMPLETE DRAINAGE TO PREVENT FLOODING.
- CONTRACTOR TO PROVIDE SAWCUT LONGITUDINAL JOINT AT LOCATION NECESSARY 2'/7-3/4".
PARKING SUMMARY:
1876 PROPOSED PARCEL
MINIMUM REQUIRED PARKING:
1876 BUILDING 70,680 SF @1 SPACE/200 SF = 353.4 SPACES
PROVIDED PARKING: = 450 SPACES
REQUIRED ADA SPACES 401-500 SPACES = 9 SPACES
PROVIDED ADA SPACES = 16 SPACES

1880 REMAINING PARCEL
MINIMUM REQUIRED PARKING:
1880 BUILDING 124,196 SF (FLOOR AREA) @1 SPACE/200 SF = 621 SPACES
PROVIDED PARKING: = 635 SPACES
REQUIRED ADA SPACES 501-1000 SPACES 2% OF PARKING PROVIDED (635 SPACES X 2%) = 13 SPACES
PROVIDED ADA SPACES = 20 SPACES
Seeding and Mulching below.

1. Install storm water management systems.
2. Install construction entrance.
3. Install cut/fill slopes.
4. Install erosion control practices.
5. Install silt fence.
6. Install water basins.
7. Install dikes and sediment collection areas.
8. Install flow control devices.
9. Install ditches and culverts.
10. Install sediment basins.
11. Install sediment traps.
12. Install sediment collection areas.
13. Conduct necessary repairs within 72 hours.
14. The contractor is responsible for keeping adjacent private drive free of sediment; periodic
15A. ANY ADDITIONAL EXCAVATION OR FILL REQUIRED FOR CONSTRUCTION OF
16. Furrows may be delayed.
17. SODDING
18. Fertilize according to soil test (or apply 10 lb./1000 sq. ft. of 20-10-10 or 10-10-10
19. By the end of each work day, sweep or scrape up soil tracked onto the road.
20. Maintain until a lawn is established.
21. Roll two to keep soil moist. Less watering is needed once grass is 2 inches tall.
22. The contractor is responsible for keeping adjacent private drive free of sediment; periodic
23. Conduct necessary repairs within 72 hours.
Emerson Prevention and Sediment Control Site Inspection Form

Silt Fence:
1. Silt fence shall be constructed so as to prevent soil and debris from entering the erosion control system.
2. All fence shall be placed as close to the surface as possible to ensure that water is not concentrated at the bottom where soil erosion may occur.
3. The height of the fence shall be a minimum of 18 inches above the original ground surface.
4. There shall be a minimum of 20 feet of fence length for each section of the site.
5. Fences shall be maintained and repaired as necessary to prevent soil erosion.

Permanent Seedling:
1. Permanent seedling shall be applied to sites where vegetation cannot be expected to stabilize soil due to its texture or slope.
2. The height of the seedling shall be a minimum of 6 inches above the original ground surface.
3. The seedling shall be placed at least 6 inches apart from each other to ensure proper growth.
4. The seedling shall be maintained and irrigated as necessary to prevent soil erosion.

Emerson Prevention and Sediment Control Site Inspection Form

Parking Expansion:
1. Parking expansion shall be designed to accommodate the expected number of vehicles.
2. The parking expansion shall be constructed to ensure that the vehicle will not cause erosion or sediment movement.
3. The parking expansion shall be maintained and kept clean at all times.
4. The parking expansion shall be kept free of debris and other objects that may cause soil erosion.

Emerson Prevention and Sediment Control Site Inspection Form

Inlet Protection in Pavement Area or Yard Inlets:
1. Inlet protection in pavement area or yard inlets shall be designed to prevent sediment from entering the stormwater system.
2. The inlet protection shall be installed at the site of the pavement area or yard inlets.
3. The inlet protection shall be maintained and replaced as necessary to prevent soil erosion.
4. The inlet protection shall be kept free of debris and other objects that may cause soil erosion.

Emerson Prevention and Sediment Control Site Inspection Form

Concrete Washout:
1. Concrete washout shall be designed to prevent sediment from entering the stormwater system.
2. The concrete washout shall be installed at the site of the concrete washout.
3. The concrete washout shall be maintained and replaced as necessary to prevent soil erosion.
4. The concrete washout shall be kept free of debris and other objects that may cause soil erosion.

Emerson Prevention and Sediment Control Site Inspection Form

Construction Entrance:
1. Construction entrance shall be designed to prevent sediment from entering the stormwater system.
2. The construction entrance shall be installed at the site of the construction entrance.
3. The construction entrance shall be maintained and replaced as necessary to prevent soil erosion.
4. The construction entrance shall be kept free of debris and other objects that may cause soil erosion.

Emerson Prevention and Sediment Control Site Inspection Form

CHECK DAM

1. Check dam shall be designed to prevent sediment from entering the stormwater system.
2. The check dam shall be installed at the site of the check dam.
3. The check dam shall be maintained and replaced as necessary to prevent soil erosion.
4. The check dam shall be kept free of debris and other objects that may cause soil erosion.
GENERAL LANDSCAPE NOTES

The requirements listed herein are described in the Plan Document, and are hereby incorporated by reference into this Contract Document, and are fully understood by the Owner and Contractor. Failure to comply with the Plan Documents, Contract Documents, and Contractual Requirements may result in the issuance of a Notice of Default, and/or the issuance of a Notice of Final Default, and/or the Contractor becoming liable for all losses and damages incurred as a result of the Contractor’s failure to comply with the Plan Documents, Contract Documents, and Contractual Requirements. The Owner reserves the right to inspect the Site at any time during the contract term, and may require the Contractor to correct any deficiencies found.

PLANT INSTALLATION

A. All plants shall be placed in accordance with the Planting Plan and Plant List. If plants are not placed in accordance with the Planting Plan and Plant List, the Owner reserves the right to reject the work.

B. All plants shall be placed within the designated area on the Planting Plan.

C. All plants shall be placed in the proper location and orientation as indicated on the Planting Plan.

D. All plants shall be placed in the proper depth as indicated on the Planting Plan.

E. All plants shall be placed in the proper spread as indicated on the Planting Plan.

F. All plants shall be placed in the proper type of soil as indicated on the Planting Plan.

G. All plants shall be placed in the proper type of mulch as indicated on the Planting Plan.

H. All plants shall be placed in the proper type of irrigation as indicated on the Planting Plan.

I. All plants shall be placed in the proper type of lighting as indicated on the Planting Plan.

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PLANTING & PREPARATION NOTES

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