

# **Gateway Hotel Project**

## **Planning Commission Timeline**

**May 2, 2012** – College had originally requested that a preliminary discussion on the Gateway Hotel project be placed on the Planning Commission’s agenda for this date. However, plans were not finalized as soon as anticipated. College indicated at this time that plans would be ready in the near future.

**June 26, 2013** – City staff advised the Planning Commission that City staff had recently met with the College and the design team regarding the Gateway Hotel project and that a preliminary application would likely be presented to the Commission in July. The Commission briefly discussed parking for the project at this meeting. City staff noted that the preliminary plans that staff recently reviewed do not adequately address parking and traffic circulation. Planning Commission members noted that parking must be addressed for this proposed development in some manner.

**July 17, 2013** – Preliminary site plan and conditional use permit review application is submitted to Planning Commission. A conditional use permit was required for the Lorain National Bank drive-through which was part of the project at this time. The bank space was eliminated later. The applicant (College) had requested the Commission’s preliminary review of the site plan before final site and building plans were submitted for formal approval. During the meeting, City staff indicated that there are a number of issues and concerns identified by many City departments that the applicant needs to address prior to filing a formal application for site plan approval including parking, building setback, on- and off-site bicycle, pedestrian and motor vehicle traffic circulation, urban design, building materials, the relationship to the overall “Green Arts District” and downtown, etc. These issues and concerns are documented in the staff report (Appendix A) which was given to the Planning Commission in their agenda packet for this meeting. The staff report raises several issues with regard to parking and traffic circulation. The Fire Department specifically raised the issue of parking on the north side of the East College Street right-of-way and stated that “vehicular access along this area would be prohibited (based on Code requirements) and must be posted as “No Parking” to comply with fire access regulations/requirements (page 11 of the staff report).

**August 21, 2013** – City staff noted that a formal application for the Gateway Hotel project will likely be on the agenda for review at the Commission’s September 18, 2013 meeting.

**September 4, 2013** – City staff advise the Planning Commission that a public hearing has been set for September 18, 2013 for the conditional use permit application for the

bank drive-through for the Gateway Hotel Complex. Staff noted that the Commission had a preliminary presentation on this development at its meeting on July 17, 2013.

**September 18, 2013** – Planning Commission conducts a public hearing for the Conditional Use Permit for the proposed bank drive-through for Lorain National Bank to be located in the Gateway Hotel project and also considers site plan approval for the project as well. City staff stated that the staff report for this application (see Appendix B) states that the applicant's plans do not comply with the Code related to the minimum number of stacking spaces for each drive-through lane. The Design Review Subcommittee voted to table this application for site plan and conditional use permit approval. Planning Commission also moved to table both applications pending resolution of traffic stacking issues and ingress/egress to the site and to consider other options for the design of the drive-through. It is noted that the site plan at this time shows no parking on the north side of East College Street, only a drop-off area.

**October 23, 2013** – Planning Commission reconsiders the application for site plan approval for the Gateway Hotel (see Appendix C for the staff report). The applicant submitted a revised site plan with revisions intended to address some of the earlier concerns. City staff indicated that the revisions to the site plan included: relocation of the bank and drive-through to the east side of Willard Court; relocation of the proposed bioretention pond to the south, next to the loading area, demolition of an apartment building at 20 North Pleasant Street to allow for additional parking; redesign of Willard Court to help accommodate delivery truck maneuvers; removal of the drop-off area on the north side of East College Street and adding nineteen (19) parking spaces on the north side of East College Street. A motion was approved to grant approval of the revised site plan subject to a number of conditions including:

- 1) The submittal of a further revised plan for the proposed bank and drive-through lanes to address Code requirements and traffic circulation concerns;
- 2) Complying with all City department requirements related to landscaping, utilities, stormwater management, permits, etc.; submittal of building design, materials and colors for the proposed bank building for approval by the Commission; and
- 3) Submittal of revised building design, materials and colors for the hotel complex to address concerns related to compliance with the Code's design standards and guidelines and also for the Commission's approval. It is noted in the City departmental requirements/comments (which the applicant was supposed to comply with) that the removal of the "drop-off" area on East College Street was noted and supported but that the angled parking spaces within the East College Street right-of-way were not recommended for approval.

**December 4, 2013** – (See Appendix D for the staff report from this meeting.) Gateway Hotel developer brings additional information on the Gateway Hotel's building design, materials, colors and textures. City staff noted that only partial site plan

approval was granted for this project on October 23, 2013 and that the applicant still needs to submit a revised site plan showing the location of the bank and drive-through as well as the design and elevations of the bank building. City staff also advised the Commission that details regarding utilities, landscaping and lighting also need to be submitted for review at a future meeting.

A motion was approved unanimously by the Commission to grant approval of the proposed Gateway Hotel building's architectural design, materials, colors and textures as submitted. That approval is contingent upon compliance with a number of conditions including:

- 1) That all other conditions of partial site plan approval previously identified by the Commission on October 23, 2013 remain applicable;
- 2) That the applicant comply with all City department requirements including utilities, stormwater management, parking (on-site and off-site), etc.;
- 3) That the applicant submit an application to the Planning Commission and obtain a permit for the proposed outdoor café area shown on the revised plan;
- 4) That the applicant submit a detailed landscape plan for this development for the review and approval of the Planning Commission;
- 5) That the applicant submit a detailed exterior lighting plan for the building and site for the review and approval of the Planning Commission;
- 6) That all required building permits be obtained from the Chief Building Official prior to any demolition or construction occurring; and
- 7) That the applicant enter into a Development Agreement with the City for this project.

In addition, building plans for the proposed bank building must be submitted for the review of the Design Review Subcommittee and a recommendation to the Planning Commission. The submission of a "revised" site plan for the proposed bank building was also required for the review and approval of the Planning Commission. The Commission must also review the site design for the proposed bank drive-through and grant a conditional use permit for the same.

**March 19, 2014** – Planning Commission approves a lot combination of fourteen (14) different parcels into one parcel of 3.457 acres to accommodate the Gateway Hotel development. This lot combination would simplify financing and construction of the new hotel complex.

**March 19, 2014** – Planning Commission considers an application for site plan/design review approval and conditional use permit approval for the proposed bank and drive-through for Lorain National Bank (Appendix E for the staff report). A motion was approved to approve the site plan subject to a number of conditions including:

- 1) Eliminating the parking spaces in front of the building on East College Street;
- 2) Extending the sidewalk on Willard Court to the north property line; and
- 3) Getting landscaping, lighting, utility connections, etc. approved by City departments.

A motion was also approved to approve the conditional use permit for three (3) bank drive-through lanes subject to a number of conditions outlined by staff (in the staff report) including the elimination of the two (2) on-street parking spaces on East College Street. A copy of the conditional use permit which was issued by the Planning Commission is found in Appendix F.

**April 2, 2014** – A preliminary presentation of a “revised” site plan is made by the Gateway Hotel developer. The developer had contacted staff with a request that they discuss possible revisions to the hotel site plan and obtain the Commission’s input on same. No formal action was being requested by the developer at this meeting. Items discussed included:

- 1) Relocation of the bio-retention area to the middle of the parking lot – this would create some needed green space on the site;
- 2) The addition of compact car spaces to accommodate the addition of a landscaped area in the parking lot;
- 3) The loss of eleven (11) parking spaces as a result of adding the landscaped area in the parking lot;
- 4) The possibility of the developer and the College adding a parking structure for this project;
- 5) The treatment of the area where the Lorain National Bank building was supposed to have been located (Lorain National Bank withdrew from the project by this meeting);
- 6) The installation of a sidewalk along the length of Willard Court; and
- 7) Revision of the landscaping plan for the site to include the landscaped area for the front of the hotel and the outdoor café areas.

**May 7, 2014** – City staff advised the Commission that they anticipated the receipt of additional plans, etc. for the Gateway Hotel project within the next week and suggested the Commission’s next meeting be scheduled for May 28, 2014 to accommodate the review of such a submittal. The Commission agreed to meet on the 28<sup>th</sup>.

**May 28, 2014** – City staff advised that they had just received additional plans for the Gateway Hotel just before the Commission meeting and there had not been any time at all to review them. The Commission indicated that it would not meet on June 4<sup>th</sup>, its next regularly scheduled meeting, but would consider the additional

plans for the hotel on June 18<sup>th</sup> in order to give City departments and the Commission adequate time to review and comment.

**June 18, 2014** – Planning Commission considered a “final revised site plan” for the Gateway Hotel complex (please see Appendix G for the staff report from this meeting agenda). The developer’s engineer, Daniel Neff of Neff and Associates, introduced the “final revised site plan” to the Commission and noted the following items:

- 1) The original parking lot layout was a large mass of pavement but they have now added bioretention areas that will contain plantings as well as landscape strips;
- 2) The bioretention basin has been reconfigured and would be located in the middle of the parking lot which will help with water quality.
- 3) The placement of the building has not changed on the site, nor has the turnaround area at the rear of the building;
- 4) The courtyard area shown at the front of the building along Main Street will provide a landscaped area in front of the hotel. This area would contain outdoor seating for the hotel’s restaurant and will be a large pedestrian-friendly space.
- 5) The proposed drop-off area on East College Street has been reconfigured on the site plan and they have shown striping on East College Street along the proposed retail space to indicate that there is no on-street parking in this area.**
- 6) The types of trees chosen for the project are ginkgo, Bromhall maples, London plane trees and river birch. Other plants chosen for the site include red bud trees, serviceberry, Norway spruce trees, turf lilies, sedge grass, day lilies, grasses and ferns. All of the plant species chosen area native to the area.
- 7) Exterior lighting plans for the building and site were noted. Along College and Main Streets the standard City decorative pole lamps would be used and there would be some additional decorative pole lamps used on-site. The Commission was provided with an updated photometric plan for the project area.
- 8) The developer proposes to tie into existing sewers for the project.
- 9) The revised plans show the various fire service connections as well as the fire signal control room at the front of the building off of the lobby as requested by the Fire Department.

City staff noted the following after Neff’s presentation:

- 1) At its meeting on October 23, 2013, the Commission granted “partial” approval of this application related to the general site layout and location of

- the proposed building, etc. and that approval was subject to compliance with a number of conditions including the need to address all City departmental requirements.
- 2) The Planning Commission reviewed and approved the proposed building's architectural design, building materials, colors and textures at its meeting on December 4, 2013 subject to compliance with conditions including the need for a Development Agreement.
  - 3) The Commission also considered a site plan and building design for a proposed stand alone bank building on property at 52 East College Street at its meeting on March 19, 2014 and the site plan and building design of that proposed bank was approved by the Commission on that date subject to compliance with conditions.
  - 4) The Commission also reviewed and granted approval of a conditional use permit for bank drive-through lanes associated with the proposed bank building on March 19, 2014.
  - 5) The applicant presented a "preliminary" site plan illustrating a "revised" parking design for parking areas on either side of Willard Court at the Commission's meeting on April 2, 2014 that included landscape areas within the parking areas and compact car spaces.
  - 6) This most recent, revised site plan is based on the "preliminary" site plan that was presented to the Commission at its meeting on April 2, 2014.
  - 7) City departments have met with the developer since April 2, 2014 in an attempt to resolve the outstanding site plan issues that have been previously identified and although some of those issues have been addressed, there are still a number of matters that have not been such as truck delivery movement concerns. City staff have prepared a draft list of "Conditions of Approval" should the Commission decide to approve the revised site plan. These conditions will memorialize what needs to be addressed by the developer and some could be included in the Development Agreement. Those "Conditions of Approval" are listed below:
    1. That the applicant obtain demolition permits from the Building Division prior to any demolition of existing buildings or parts of buildings;
    2. That the applicant submit details for termination of existing water, sanitary and storm sewer connections to the building(s) to be demolished for the review and approval of the Public Works Department, prior to the commencement of demolition activities;
    3. That the applicant obtain building permits for any new construction from the Building Division prior to the commencement of any construction activity;
    4. That the applicant obtain an excavation permit from the Public Works

Department for all work within the public rights-of-way prior to the commencement of any construction activity;

5. That the applicant comply with the provisions of Ordinance 903.11 "Excavations in Newly Paved Streets;"
6. That all fire apparatus access routes be designed and constructed to support imposed truck weight of at least 75,000 lbs. per the Fire Code;
7. That all approved and designated fire apparatus access routes be provided with markings and signage per the Fire Code and to the satisfaction of the Fire Chief;
8. That all aerial fire apparatus access routes have a minimum unobstructed width of 26.0 ft. per the Fire Code;
9. That all fire apparatus access routes with fire hydrants thereon have a minimum width of 26.0 ft. per the Fire Code;
10. That the Fire Department Connection be located on the East College Street side of the building in accordance with the requirements of the Fire Chief;
11. That the Fire Department Connection be located within 50 ft. of a fire hydrant in accordance with the requirements of the Fire Chief;
12. That the Fire Department Connection consist of a single free-standing 5 inch Storz-type connection in accordance with the requirements of the Fire Chief;
13. That all fire hydrant locations be approved by the Fire Chief;
14. That the fire test pump location and connection on the north side of the building be approved by the Fire Chief;
15. That emergency radio coverage comply with the Fire Code, and be available as required by the Fire Chief;
16. That an accessible pedestrian crosswalk be provided on Willard Court between the east and west parking areas, and be shown on the final site plan;
17. That a pedestrian crosswalk be provided from the west side of Willard Court, across East College St. including fully accessible ramps on each side, and be shown on the final site plan;
18. That the applicant provide the necessary bicycle parking sites adjacent to the development as required by the Planning and Zoning Code. The location, number and type of said facilities to be reviewed and approved by the Planning and Public Works Departments and shown on the final site plan;
19. That the applicant provide suitable pavement markings for bicycle traffic along the East College St. frontage of the project. Said markings to be reviewed and approved by the Public Works Department and shown on the final site plan;

20. That a concrete sidewalk be provided in or adjacent to the north right-of-way of East College Street across the entrance drive to the "bank" lot in accordance with the requirements of the Public Works Department, and shown on the final site plan;
21. That a handicap accessible ramp from the ADA parking space on the "bank" lot to the new sidewalk along the east side of Willard Court be shown on the final site plan;
22. That handicap accessible parking spaces both in location and number comply with the ADA, and be shown on the final site plan, specifically, the number of spaces required needs to be based on the total parking demand for the facility (parking facilities with 201-300 parking spaces require 7 accessible parking spaces) and those spaces need to be located on the shortest accessible route of travel to an accessible facility entrance;
23. That the "drop off" area in the "court yard area" be posted as "15 Minute Parking Zone;"
24. That the "drop off" on East College Street be permitted on a temporary basis and used until the completion of Phase Two construction activities. The continued use of that "drop off" area will be re-evaluated by the Police Chief at that time;
25. That the "drop off" area on East College Street be posted to prohibit unattended vehicle parking;
26. That all truck delivery traffic use West Lorain Street (State Route 511) to access Willard Court and the proposed loading zone, and not use East College Street;
27. That the proposed water line connection mid-block on East College Street be located near other valves in the right-of-way in accordance with the requirements of the Public Works Department;
28. That all fire hydrant valves be located 2.5 ft. from any fire hydrant in accordance with the requirements of the Public Works Department;
29. That the applicant comply with the requirements of the Public Works Department for proper termination of existing service connections in the sanitary sewer main on North Main St., fronting the site;
30. That the applicant comply with the requirements of the Public Works Department for the repair of structural defects, identified by the applicant, in the sanitary sewer main on North Main St., fronting the site;
31. That the applicant locate and design sanitary sewer connections on North Main Street in accordance with the requirements of the Public Works Department;
32. That the applicant provide flow calculations and information on the condition of receiving sanitary sewers for the review and approval of the Public Works Department;

33. That the applicant provide CCTV and a survey report on the 6 inch sanitary sewer that crosses Willard Court and connects with North Pleasant Street to the Public Works Department. The survey report shall identify the location and source of all connections to this sanitary sewer. All storm water connections to the sanitary sewer must be terminated. If this is an active service and the survey report indicates structural defects and/or blockage(s), the applicant is to repair said sanitary sewer main in accordance with the requirements of the Public Works Department. If this is not an active service, the applicant is to abandon the connection to the manhole in North Pleasant Street in accordance with the requirements of the Public Works Department;
34. That the applicant complete CCTV work and the survey report on the storm sewers receiving run-off from this project to the Public Works Department and that the applicant shall cause to be corrected all structural defects and/or blockages in accordance with the requirements of the Public Works Department;
35. That drawing number C2.2 Erosion/Sediment Control be revised to eliminate the gap in the design of the silt fencing per the requirements the Public Works Department;
36. That the applicant implement the storm water management plan approved by the Public Works Department;
37. That the applicant provide suitable facilities for the collection of refuse and recyclable materials from the site. At a minimum, such facilities must include adequate spatial allocation to place and service a 6 yard rear load refuse collection dumpster; a 2-yard rear load corrugated cardboard collection dumpster; and at least (4) 95 gallon carts for mixed recycling collection. All such containers shall be screened in accordance with the requirements of the Planning & Zoning Code.
38. That the applicant submit a complete power riser diagram from the utility pole to the main secondary switchgear located in the building electrical room. The elements of the diagram are to include specifications for primary cables and conduits, 15 KV switches with fusing, main building transformer, utility metering, and system grounding for the conference center service, retail and bank service details, and existing service to Hall Auditorium for the review and approval of OMLPS;
39. That the applicant submit a plan view showing the complete geographic path of all major electrical service elements such as utility pole location, roadway, conduit crossing, electrical vaults reused or eliminated, existing duct bank path reused or replaced, new duct bank section views, pull boxes 15 KV switch locations, and transformer locations for the review and approval of OMLPS;

40. That the applicant submit a street lighting plan for the north side of East College Street illustrating the location, height and design of all poles, and light fixture details for the review and approval of OMLPS;
41. That all on-site lighting be designed to prevent glare on abutting streets and nearby properties in accordance with the requirements of the Zoning Code;
42. That the applicant submit details concerning the future design of public sidewalks adjacent to the site for the review and approval of the City Administration, said details to be included in the final site plan.
- 43. That the applicant give consideration to the future use of the East College Street right-of-way adjacent to the site as a result of elimination of on-street parking spaces and submit any plan(s) for that area for the review and approval of the City;**
44. That the applicant submit a "revised" final site plan submittal reflecting the requirements of City Departments and the Planning Commission and that no demolition or construction activities shall commence until said final site plan reflecting said requirements had been reviewed and approved;
45. That the applicant submit details related to construction phasing and timelines, the location of staging areas for construction equipment and materials, contractor and construction parking areas, etc. for the review and approval of the City; and
46. That the applicant enter into a Development Agreement with the City of Oberlin for the construction of all public improvements related to the Development. Said Development Agreement shall specifically reference the "revised" final site plan reflecting the requirements of City Departments and the Planning Commission as described above.

After presentation of these "Conditions of Approval" there was much discussion between the Commission, City staff and the developer regarding whether or not the City's concerns about the site plan had been addressed. The Commission then moved to table this application until the applicant resubmits a further revised plan that addresses the issues and requirements indicated by City departments.

**July 2, 2014** – Planning Commission considered a further revised site plan, landscape plan and exterior lighting plan and correspondence outlining the developer's proposed approach to addressing the previously identified requirements of City departments (see Appendix H for the two (2) staff reports from this meeting).

The Planning Commission took the following actions at this meeting:

- a) Approved a motion to accept the recommendation of the Design Review Subcommittee and approve the landscape plan and plant materials as submitted

along with a suggestion that the developer consider using true native plant species;

- b) Approved a motion to approve the site lighting/electrical plan subject to approval of the photometric plan by OMLPS and subject to compliance with all other OMLPS requirements.
- c) Approved a motion to approve the "further revised site plan" subject to the College entering into a Development Agreement with the City, compliance with City department requirements in the staff reports related to utilities, excavation and building permits, stormwater management, public safety concerns, etc. and subject to the submittal of a "final" site plan within sixty (60) days of this approval. (Please see the minutes of the July 2, 2014 meeting which outline the entire discussion by Planning Commission, City staff and developer representatives regarding this site plan approval.)

The City department requirements which were noted in the staff reports for this meeting and which became conditions of site plan approval are as follows:

- 1) A complete power riser diagram should be provided from the utility pole to the main secondary switchgear located in the building electrical room. The elements of this diagram would include specifications for primary cables and conduits, 15 kV switches with fusing, main building transformer, utility metering, and system grounding for the conference center services, combined retail and bank service details, and existing service to Hall Auditorium.
- 2) A plan view showing the complete geographic path of all major electrical service elements such as utility pole location, roadway conduit crossing, electrical vaults reused or eliminated, existing duct bank path reused or replaced, new duct bank section views, pull boxes, 15 kV switch locations, and transformer locations.
- 3) A site lighting material and location plan was submitted, however, the lighting plan does not correctly identify the required East College Street light fixture and pole specification previously provided to the engineer on May 14<sup>th</sup>.
- 4) A site photometric plan was provided but does not include summary data (e.g. min, max and average foot candles) necessary to provide a complete review.
- 5) The applicant should show seven (7) handicapped accessible parking spaces on the site plan in order to comply with ADA requirements.
- 6) The applicant reflects the temporary nature of the drop-off area zone on East College Street as requested on the revised plans. The Police Department will evaluate the use of this drop-off area to determine whether practical or operational issues related to traffic movements occurs prior to the completion of Phase 2 construction.**
- 7) The plans continue to show a striped, no parking area along East College Street. As previously noted, there is concern that this will create a parking enforcement issue for the Police Department, and it**

**has the potential to create traffic circulation concerns as well. It is, however, understood that the developer is being asked to work with the City on a future design for this area that would avoid that issue.**

- 8) The revised plans continue to accommodate truck access to East College Street from Willard Court. As previously noted, the preference is that truck traffic use the State highway system to access commercial properties.
- 9) The new design provides "No Parking – Fire Lane" signage on East College Street that does not meet the Fire Code standard of one sign every 50 feet, and pavement lettering "Fire Lane – No Parking." If this design is going to be used, it must meet these requirements.
- 10) A site plan that simply provides striping and signage creates the future enforcement problem for City public safety departments. As the design intends to leave the present street curb cut back, the remaining space will attract drivers to park or stop in that area. The Fire Department strongly recommends that the curb be moved forward to the west travel lane in the street with park-scape added behind.
- 11) Portions of the north parking lot, Willard Court and the College Street drop-off area do not meet the Fire Code requirements as follows: a) D102.1 Roads shall be asphalt, concrete or other approved driving surface capable of supporting the imposed load of fire apparatus weighing at least 75,000 pounds and b) D103.1 Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet.
- 12) Relocate the new hydrant on East College Street to curbside, not against the building.
- 13) The existing hydrant at East College Street should be moved along with the curb to street edge.
- 14) Although water supply is appropriate for the Gateway Hotel building, there still remains a lack of water supply along Willard Court. Considering the unknown future development along Willard Court and the lack of water for fire protection to all existing structures, it is recommended that a water supply line be installed along the entire length of Willard Court.
- 15) The following components are inherent in the building plan approval process and will be reviewed at that time: fire command center, fire pump test header, lack of storage, basement occupancies, and emergency radio coverage.
- 16) Several water valves are shown in the area of the geothermal wells. The connection and purpose and ultimate disposition of these valves are not shown. Have the construction plans been revised to show the current location of the geothermal wells? The plans submitted for construction permits show the geothermal wells on the east side of the building.
- 17) The grading for the bio-retention cell needs to be modified so that the cross slope of the sidewalk to the east does not exceed the maximum of 2%.

- 18) Concern is expressed about the condition and location of the "existing" sanitary laterals – they may only be stubs that do not extend beyond the pavement. The applicant needs to do exploratory investigation now before Main Street is paved to confirm the location and condition. This comment has been previously provided. If the laterals extend beyond the pavement, the cost to do this investigation should be minimal.
- 19) The Developer should re-issue sheets C4.0 and C4.1 at a scale that will allow the inclusion of the coded notes for review. This requirement is repeated from previous review comments. Coded notes on the plan set are a critical factor in review. The Department would not recommend or approve the existing plan set absent inclusion of those notes.
- 20) The Developer's failure to construct necessary water line improvements prior to re-paving on Main Street will necessitate Councilmatic action to authorize such improvements after the paving work is completed per C.O. 903.11
- 21) Notwithstanding DN 6-25-2014 #2, in which is indicated that "we plan to terminate all water line connections outside the roadway, within the right-of-way", there remain outstanding issues with regard to the existing water services in North Main Street. At the Public Works Department's previous suggestion, the Developer is re-purposing the existing 6" fire service line in North Main for extension of a private water main to a new hydrant to be located near the northeast corner of the future building. No provision has been made to properly abandon the existing 2" domestic water service lateral connected to the City's water main in North Main Street. Abandonment of the existing 2" tap is to be made by excavating that tap at the water main in the street and shutting off and capping the corporation stop in the main. Standard specifications for trench backfill in state highways is available from the Public Works Department and almost certainly has been previously provided to the Developer.
- 22) Per DN 6-25-2014 #5, the relocation of the fire hydrant near the southwest corner of the project from the water main in North Main Street to the water main in East College Street is acceptable to the Public Works Department (with the approval of the Fire Chief). This will eliminate the necessity of excavation work in North Main for this service.
- 23) Details related to the water service have not yet been developed to the point that they can be approved by the Public Works Department for the issuance of an Excavation/Utility Tap-In permit.
- 24) The Developer's failure to construct necessary sewer improvements prior to re-paving will necessitate Councilmatic action to authorize such improvements after the paving work is completed per C.O. 903.11. Notwithstanding DN 6-25-2014 #2, in which is indicated that "we plan to terminate all connections outside the roadway, within the right-of-way", there remain outstanding issues with regard

to the existing sanitary sewer service in North Main Street including whether or not re-connection to existing tap(s) could be allowed.

- 25) The Developer proposes to connect to two (2) existing sanitary sewer taps in North Main Street. The Public Works Department does allow re-use of existing sanitary sewer taps, provided they are shown to be in good condition. The CCTV report does not provide information about the connections proposed for re-use. These taps may have already been abandoned in which case service is not available to re-connect as the Developer suggests. The Department cannot approve re-use based on the currently available information.
- 26) The Public Works Department provided detailed comments regarding the CCTV reports of both the sanitary and storm sewer systems provided by United Survey. The Developer needs to coordinate with the Department about these utility connections.
- 27) The Public Works Department's most significant concern remains traffic circulation to, from and through this site. Circulation issues related to the site plan must be resolved prior to site plan approval. The significant change in the previous iteration of the plan set was the relocation of the proposed bank and its drive-through to the east side of Willard Court. In the submittal dated 5/26/2014, some drawing sheets show "Bank Project (By Others)"; other drawing sheets appear to show the elimination of the bank from the plan set entirely. It is staff's understanding that the bank proposes to re-locate off-site. However, no apparent consideration to improve site circulation has been undertaken as a result of the changed land use. The most recent plan set continues to indicate "Bank Project (By Others)".
- 28) The City Administration's concerns related to traffic conflicts in and around the loading dock remain significant and have not been addressed.
- 29) Pedestrian circulation, especially for the mobility impaired, to and through the site could certainly be improved. The Public Works Director anticipates that staff and the Developer could quickly come to some consensus on the best ways to accommodate pedestrians.
- 30) The style of bike rack proposed by the Developer does not meet fundamental criteria established by the Association of Pedestrian and Bicycle Professions for such bike racks. Most specifically, the proposed racks do not "support the bicycle upright by its frame in two (2) places".
- 31) Bicycle traffic circulation must be addressed by the Developer.
- 32) The plan set eliminates diagonal parking along the south side of the complex on East College Street by means of extensive diagonal striping. The Developer is missing a huge opportunity to open up nearly 30 feet of quasi-public space from the newly proposed retail building to the edge of the pavement. The curb line of East College Street should be re-established consistent with the southerly terminus**

**of the bump-outs shown for the crosswalks at Main Street and at Eric Nord Way. Suitable amenities, including landscaping and street furnishings, should be provided for patrons and visitors. Whether or not a loading/unloading zone for hotel guests can be safely accommodated is dependent on final design and concurrence of the Police and Fire Chiefs.**

33) DN 6-25-2014 indicates that "Room 117 just off the loading dock is designated for trash and recycling". How the Public Works Department (or any private sector provider) is going to get its refuse and recycling collection trucks into Room 117 to pick up trash and recyclables is entirely unclear. The proposed facilities (excepting co-mingled recyclables) are commensurate with the existing level of service to the Oberlin Inn which includes servicing the dumpster 6 days/week.

**September 3, 2014** – City staff advised the Commission that a revised site plan was just received for the Gateway Hotel and it is currently under review by staff. City staff advised that they had met with the Fire Chief to further discuss the possibility of parking on East College Street. Staff also told the Commission that a demolition permit was recently issued for the demolition of a portion of the existing Oberlin Inn and building permit for the new hotel's foundation and building "shell" was issued this date. There were several other additional permits that would still need to be applied for and approved in order to complete the project.

**October 1, 2014** – Planning Commission held a discussion regarding the provision of on-street parking spaces on East College Street in front of the Gateway Hotel. That discussion is described below (excerpted from the approved Planning Commission meeting minutes for October 1, 2014):

"Adelman asked whether the on-street parking spaces for the Gateway Hotel project along East College Street were going to be permitted or not? He advised that he has heard that they are not going to be permitted. Adelman indicated that those on-street parking spaces are a very important aspect of the project and they are needed. Boyle stated that he understands that the Commission prefers to have the on-street parking on the north side of East College Street. He advised that the installation of some on-street parking for that area is still under review at this time. Boyle noted that the on-street parking issue would be resolved by the time the hotel is completed. Adelman reiterated that the City needs to allow on-street parking on East College Street in front of the proposed retail spaces. He advised that the East College Street project does not have on-street parking in front of the building and noted that it is very hard to find a place to park there. This created problems for customers that want to patronize those businesses.

Boyle indicated that this is a point well taken. He advised that when the East College Street project was reviewed, there was much discussion regarding parking in front of this building. Boyle stated that ultimately, because of the very narrow right-of-way width in front of this building, on-street parking was not permitted, except for a few spaces like the transit space/loading area. The right-of-way width of East College Street to the west of Willard Court is, however, much wider. Adelman reiterated that he is of the opinion that on-street parking on East College Street in front of the Gateway Hotel building needs to be permitted like the developer originally presented to the Commission. Crowley agreed. He stated that because of the redevelopment of the former Oberlin Inn, it intensifies the need for additional parking in this area, especially since there is not type of downtown trolley for people to use. Adelman advised that the Gateway Hotel project will exacerbate the existing parking problems in the downtown area.

Crowley indicated that adding a few more parking spaces would not resolve the existing parking problems. Boyle stated that any additional parking spaces downtown would help, even if they do not resolve the parking problems. Adelman advised that taking away the proposed on-street parking spaces along East College Street would only make the downtown parking issues worse. Crowley noted that another problem in the downtown area is the lack of affordable housing. He stated that the College just demolished a house on Pleasant Street to make room for more parking for the Gateway Hotel. Crowley suggested that there is a need for affordable housing downtown as well as parking and that any time a house is demolished or parking spaces are removed, replacement of such should be required, especially if the goal is to create more density in the downtown area. He advised that parking is a key to a better downtown and that the College should be required to replace the housing it demolishes in order to maintain the current density of downtown.

Stubbs asked how many on-street parking spaces might be permitted on East College Street. Boyle advised that staff is still working on a solution. Stubbs suggested that some parking spaces in the downtown area could be changed into 15 minute parking. Boyle indicated that there are currently some 15 minute parking spaces downtown which were added to help with turnover in parking and staff is willing to look at whether more short-term parking spaces can be added. Adelman stated that 15 minute parking spaces in the Off-Street Parking lot have worked well for Watson's Hardware. Boyle reiterated that it is clear that the Commission is concerned with downtown parking and would like additional on-street parking spaces.

Crowley asked about the parking analysis that the College had agreed to have done? Boyle stated that staff is still waiting on a report from the College's parking

consultant and he further noted that staff has asked College representatives about the parking analysis report on a number of occasions, including recently. Norenberg advised that he was assured recently by the College that the report would be forthcoming.

Adelman stated that originally, the developer was proposing nineteen (19) on-street parking spaces along East College Street, but the Commission has been told that nineteen (19) parking spaces is not possible. Boyle reiterated that staff is working on the issue of on-street parking for East College Street, and further advised that the Police Department, after its review, concluded that the design of on-street parking presented by the developer in his plans would not meet Code. Staff feels that the design can be adjusted to meet Code. Soucy advised that staff is working on the issue of on-street parking for East College Street and she hoped for a compromise to have some parking there. Boyle explained that staff is very aware of the importance of on-street parking in the downtown district. He noted as a recent example that after ODOT repaved Main Street, ODOT wanted the City to change all of the diagonal on-street parking to parallel parking. He advised that City staff worked hard to convince ODOT to allow the angled parking spaces to remain. Boyle and Soucy indicated that there is still time to work out the on-street parking issue before the work on the Gateway Hotel is completed.”