

PLANNING & ZONING COMMISSION
December 15, 2015 – 7:05 P.M.

The Planning Commission met at City Hall on the above date.

Present: Commission Members Bentley, Mazur and Newberry, Mayor Drucker, Councilman Pelunis, Assistant Law Director/Prosecutor Stolarsky, Planning Director Frankland, Secretary McConoughey

Absent: None

Also Present: Fire Inspector Eisenhuth, Assistant City Engineer Welch

NOTES OF CAUCUS DISCUSSION:

(Secretary's note: Agenda items not mentioned under Notes of Caucus Discussion are items that were not pertinently discussed during Caucus)

Mr. Bentley presided.

NEW:

2. Southwoods Subdivision – DiSanto Enterprises, Inc. – dedication plat: Mrs. Welch said the applicant is unable to attend the meeting and she will present the dedication plat for him.

3. 32820 Baldwin Road – Church of St. Rita – parking aisle width variance and site plan for parking lot striping:

4. 33200 Baldwin Road – St. Rita School – parking aisle width variance, street access drive width variance, parking lot setback from building variance, parking space depth variance, trash enclosure material variance and site plan for trash enclosure and parking lot alterations:

Regarding items 3 and 4, Mrs. Welch said the Engineering Department is working with the applicant on aspects of the design plan and there may be fees associated with some of the street openings.

The Commission discussed that any fees associated with the project will be handled by the Engineering Department and will not interfere with approval of the variances.

COUNCIL REFERRAL:

The Commission discussed continuing the public hearings until the next meeting and possibly forwarding both items onto the Council for their review.

Mr. Bentley said as there is only one new item submitted for the next Planning Commission meeting, it has been recommended the meeting be cancelled.

The caucus ended at 7:11 P.M. and the meeting began at 7:30 P.M.

Mayor Drucker presided.

Motion by Mayor Drucker, seconded by Mr. Mazur to appoint Mr. Bentley as Chairman of the Planning Commission.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None Motion Carried

Motion by Mayor Drucker, seconded by Mr. Bentley to appoint Mr. Mazur as alternate Chairman of the Planning Commission.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None Motion Carried

Chairman Bentley presided.

CHANGES TO THE AGENDA:

There were no changes to the agenda.

COMMENTS FROM THE AUDIENCE:

There were no comments from the audience.

APPROVAL OF MINUTES:

Motion by Mr. Newberry, seconded by Councilman Pelunis to approve the minutes of the November 24, 2015 meeting.

Roll Call: Aye: Bentley, Mazur, Newberry
Nay: None
Abstain: Drucker, Pelunis Motion Carried

PENDING:

1. 6140 SOM Center Road – Walter Louis Torrens (Pacos Tacos) 107-2015 6
 - Building color variance
 - Site plan – building alterations

There was no representative in attendance for Pacos Tacos. The Commission discussed options for this item and it was determined that the item will be tabled as placing it on the Inactive Agenda is not an option since the building is not in compliance with the City's Zoning Code.

Mr. Newberry said the recent change made to the color of the building is not the color that was previously approved by the Planning Commission. He said the applicant can be requested once again to attend the next meeting or the

Commission can deny the variance request and have the non-compliance issue dealt with through the Planning Department.

Mr. Stolarsky said the enforcement issue is being handled through the Planning Department but the item can still remain on the agenda as it is for the applicant's benefit to bring the building into compliance.

The Commission determined the item should be tabled.

Motion by Mr. Mazur, seconded by Councilman Pelunis to table consideration of Item 1.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None

Motion Carried

NEW:

2. Southwoods Subdivision – DiSanto Enterprises, Inc. 109-2015 3
▪ Dedication plat

Mrs. Welch represented Mr. DiSanto who was unable to attend the meeting. She said that Mr. DiSanto met with the Engineering Department and the Law Director and all outstanding issues have been resolved. Mrs. Welch said the Declaration of Covenants and Restrictions has been recorded and filed, the HOA has been established and there are no easements outside of the right-of-way.

Motion by Mr. Mazur, seconded by Mr. Newberry to approve the dedication plat for Southwoods subdivision for DiSanto Enterprises.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None

Motion Carried

3. 32820 Baldwin Road – Church of St. Rita 111-2015 7
▪ 4' parking aisle width variance
▪ Site plan for parking lot striping

Mr. Joe Kelley, representing St. Rita Church and Mr. Matthew Neff, GPD, were present representing the applicant. A site plan was displayed and Mr. Neff said the proposal is to re-pave and re-stripe the parking lot of the church facility, which is in disrepair. This project will make the parking space sizes more compliant to the City's standards. Mr. Neff said the number of parking spaces will remain the same.

In response to Mr. Newberry's question, Mr. Neff indicated on the site plan where the 4' parking aisle width variance is located in two locations.

Mr. Newberry said the variance is located in aisle drives and not where individuals will be backing out. He, therefore, has no issues with the variance.

Motion by Mr. Newberry, seconded by Mayor Drucker to approve a 4' parking aisle width variance for 32820 Baldwin Road.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None

Motion Carried

Motion by Mr. Mazur, seconded by Mayor Drucker to approve the site plan for the parking lot striping.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None

Motion Carried

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| 4. | 33200 Baldwin Road – St. Rita School | 112-2015 | 7 |
| | <ul style="list-style-type: none"> ▪ 4' parking aisle width variance ▪ 2' street access drive width variance ▪ 10' parking lot setback from building variance ▪ 1' parking space depth variance ▪ Trash enclosure material variance ▪ Site plan for trash enclosure and parking lot alterations | | |

Mr. Joe Kelley, representing St. Rita School and Mr. Matthew Neff, GPD, were present representing the applicant. A site plan was displayed and Mr. Neff explained this is a larger parking lot and indicated the locations for the requested variances. He said currently the trash receptacles are out in the open and the proposal is to enclose them. The building is brick which would be too costly for the trash enclosure so a variance is necessary.

Mr. Neff said two parking spaces will be removed, however, the circulation of traffic will be improved. In addition, the parking lot will be more compliant with City standards.

Mayor Drucker asked about a shed on the property that will be re-located.

Mr. Kelley said it is a moveable Rubbermaid plastic shed that holds the items used for recess and is not considered a permanent structure.

Mr. Frankland said the shed was mentioned in the memo from the Planning Department because if the shed is moved, approval of the location will be necessary. He said the Zoning Code requires any storage structure, even one that is not permanently anchored, to receive approval. Mr. Frankland said this might be treated as a minor alteration that he could present to the Commission depending on where the shed is moved.

Motion by Councilman Pelunis, seconded by Mayor Drucker to approve a 4' parking aisle width variance.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None

Motion Carried

Motion by Mayor Drucker, seconded by Mr. Mazur to approve a 2' street access drive width variance.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None

Motion Carried

Motion by Mr. Mazur, seconded by Mr. Newberry to approve a 10' parking lot setback from building variance.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None

Motion Carried

Motion by Mr. Newberry, seconded by Councilman Pelunis to approve a 1' parking space depth variance.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None

Motion Carried

Motion by Councilman Pelunis, seconded by Mayor Drucker to approve a trash enclosure material variance.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None

Motion Carried

Motion by Mayor Drucker, seconded by Mr. Mazur to recommend approval of the site plan for trash enclosure and parking lot alterations.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None

Motion Carried

5. 31025 Carter Street – JTM Products
▪ Accessory structure location variance

113-2015 7

Mr. Don Gutierrez, Vice President, JTM Products, was present. He said the proposal is to install a temporary powered generator in the front of the building. Mr. Gutierrez said the proximity to the electrical panels and gas lines makes this the best location for the generator.

Mr. Gutierrez said the generator will be 48" long, 26" wide and 29" high. He displayed a photograph of the building from the street indicating where the generator would be located. Mr. Gutierrez also displayed a side view photograph of the building indicating where the generator will be located on an existing cement pad.

Mr. Mazur questioned the color of the generator.

Mr. Gutierrez said the generator is beige and is totally enclosed with no parts exposed.

Motion by Mayor Drucker, seconded by Mr. Mazur to approve an accessory structure location variance.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None

Motion Carried

COUNCIL REFERRAL:

6. Proposed Ordinance to establish regulations for Subdivision
Identification Signs

106-2015

A public hearing was scheduled.

Mr. Bentley opened the public hearing and asked for comments, however, there were no comments.

Motion by Mr. Mazur, seconded by Mr. Newberry to table consideration of item 6 and have the public hearing remain open for the next meeting.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None

Motion Carried

7. Proposed amendment to revise and clarify the review process for minor alterations to buildings and premises

110-2015

A public hearing was scheduled.

Mr. Bentley opened the public hearing and asked for comments, however, there were no comments.

Motion by Mr. Newberry, seconded by Mayor Drucker to table consideration of Item 7 and continue the public hearing until the next meeting.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None

Motion Carried

MINOR ALTERATIONS FROM THE PLANNING DEPARTMENT:

1. 33445 Bainbridge Road – Elegantz Eventz

Mr. Frankland said previously, alterations to the building were approved. He displayed a photograph of the building indicating the ADA ramp. Mr. Frankland said the ramp was not installed as previously approved but does meet ADA requirements. He believes the ramp looks better as it was installed.

The Commission agreed that the installed ramp does look better than the previously approved version which was more obtrusive.

The Commission agreed no further review of this item is necessary.

2. 6642 Cochran Road – Great Lakes Cold Storage

Mr. Frankland displayed an aerial view of the property indicating the location of a previously approved guard house. He displayed a photograph of the guard house indicating the east elevation located adjacent to the entrance driveway. Mr. Frankland said a change was made to the plan and a door and window were reversed so the door would not open onto the driveway side.

The Commission agreed no further review of this item is necessary.

COMMENTS FROM THE COMMISSION:

Mayor Drucker thanked Councilman Pelunis for his service as Chairman of the Planning Commission. She thanked Mr. Bentley for accepting the position as Chairman of the Planning Commission.

Mayor Drucker thanked everyone involved with the Planning Commission process for their contributions to its success. She said the tasks involved help business owners and residents complete their projects successfully. Mayor Drucker said through compromise and dedication, the Commission has been business-oriented and resident-friendly and it is appreciated.

Mayor Drucker wished everyone a happy, healthy and prosperous New Year.

Mr. Mazur thanked Mayor Drucker for his re-appointment to the Planning Commission as he enjoys serving on it. He also thanked Councilman Pelunis for his services as Planning Commission Chairman and congratulated Mr. Bentley on his appointment as Chairman.

In turn, members wished everyone Happy Holidays and congratulated Mr. Bentley and thanked Councilman Pelunis.

Mr. Bentley said it was the consensus of the Commission to cancel the December 29, 2015 meeting.

Motion by Mr. Mazur, seconded by Mr. Newberry to cancel the Planning Commission meeting scheduled for December 29, 2015.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None

Motion Carried

Mr. Bentley thanked Mayor Drucker for his appointment as Chairman of the Planning Commission.

COMMENTS FROM THE AUDIENCE:

There were no comments from the audience.

Motion by Mayor Drucker, seconded by Mr. Mazur to adjourn the meeting at 8:00 P.M.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Pelunis
Nay: None

Motion Carried

Chairman

Secretary