

PLANNING & ZONING COMMISSION
October 25, 2011 – 7:20 P.M.

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

Present: Commission Members, Mazur, Newberry, Bentley, Councilwoman Richmond, Mayor Drucker, Law Director Lobe, Planning Director Frankland, Secretary McConoughey

Absent: None

Also Present: Fire Lieutenant Benedict, City Engineer Busch

The following items remained on the Inactive Agenda:

- A. Thornbury Subdivision – Forest City Land Group – Dedication Plat for phases 7 and 8
- B. 34050 Aurora Road – BP America – Number of signs variance (to permit 16)
- C. Requests from Wolf Family Trust and Larry Coven, for consideration of allowing medical and dental occupancy in the I-2 Zoning District
- D. Willow Street – PP# 956-39-056 – Robert Kucinic – Front yard setback variance

NOTES OF CAUCUS DISCUSSION:

(Clerk's note: Agenda items not mentioned under Notes of Caucus Discussion are items that were not pertinently discussed during caucus. Agenda topics may not have been discussed in order, however, they have been placed in order for the convenience of this record.)

NEW:

- 1a. 28815 Aurora Road – Keithley Instruments – accessory use on a property without a principal use variance and a site plan for parking lot modification.

Mayor Drucker said she would like a timeline in the motion as to when the applicant believes the installation of the green space and the parking lot reduction will take place. If approval is granted, Mayor Drucker requested it be time specific to ensure that once the building is demolished the green space improvements and parking lot modifications will not be delayed.

COUNCIL REFERRAL:

- 2. Request from Davis Development Group, John Siragusa, Asset Management and Christine Burkholder, Kids Country, to modify the permitted uses in the C-5 Zoning District: A public hearing is scheduled.

Mr. Mazur said after speaking with Mr. Davis, it was determined this item should be moved to the Inactive Agenda since there is not enough time to submit it for the March, 2012 ballot. He said Mr. Davis still wishes to pursue the change in permitted uses in the C-5 Zoning District, however, there is ample time for him to meet with the Administration for further discussion since the item will not be considered until the November, 2012 ballot. The public hearing will still be held tonight.

3. Referral from Safety and Public Properties – recommendation regarding community signs.

Mayor Drucker said community signs were recommended by the Master Plan Committee and it was discussed at the Safety & Public Properties Committee meeting. It was determined the topic would be addressed during the 2012 budget preparation and, if approved, would be reviewed by the Planning Department to review appropriate signage. Mayor Drucker said this item should be referred to the Administration and removed from the Planning Commission's agenda at this time.

Mr. Mazur said he started researching the item and provided literature to the Commission members.

Mr. Frankland said he has 3 minor alterations to review.

The caucus ended at 7:25 P.M. and the meeting convened at 7:30 P.M.

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 Mr. Bentley to approve the minutes of the October 11, 2011 meeting as presented.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Richmond

Nay: None

Motion Carried

PENDING:

1. 34200 Pettibone Road – PP#'s 956-09-008 and 956-09-009 072-2011
John & Tami Cikra
 - Lot consolidation
 - 24 sq ft accessory building area variance

Mrs. Tami Cikra was present and displayed a diagram indicating the lots requiring consolidation as specified by City Code.

A public hearing was scheduled. Mr. Mazur opened the public hearing and asked for comments.

There were no comments, therefore, the public hearing was closed.

Mayor Drucker said it is a requirement of the Code for the Cikras to have the properties consolidated. In addition, they have removed a storage building and will replace it with a new, slightly larger building which is the reason for the accessory building area variance.

Motion by Mayor Drucker, seconded by Councilwoman Richmond to approve the lot consolidation for PP#'s 956-09-008 and 956-09-009.

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

Motion Carried

Motion by Councilwoman Richmond, seconded by Mr. Newberry to approve a 24 sq ft accessory building area variance.

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

Motion Carried

- 1a. 28815 Aurora Road – Keithley Instruments 079-2011
- Accessory use on a property without a principal use variance
 - Site plan for parking lot expansion

Mr. Robert Potocnik, Facility Manager, Keithley Instruments, was present and displayed an aerial of the property indicating 2 parcels owned by Keithley Instruments. He indicated one of the parcels which was purchased in 1966 and contains their 132,000 sq ft main facility. The other parcel was purchased in 1996 and contains a building which is in disrepair and is not energy efficient. It has been determined it is in the company's best interest to demolish the building.

Mr. Potocnik said it has been decided to turn the area vacated by the demolished building into a green space area for employees. He displayed a rendering indicating the adjacent parking area which will be repaved and the water run-off will be re-allocated. Mr. Potocnik said the area vacated by the demolished building will become a native, wildflower meadow and the property will be surrounded by a walking path. He said the plan was recently presented to the employees who are excited about the project. In addition, an outdoor picnic area for employees will be provided.

Mr. Potocnik said the variance is necessary because there will no longer be a building on the site, however, the parking lot is still necessary to accommodate the main building. He displayed a plan of the parking lot indicating where it will be reduced and will slope eastward where the water run-off will collect into a bio-retention area with plantings and drain into the storm water retention area which already exists.

Mr. Busch said preliminary discussions regarding the bio-retention basin have been held with the applicant, however, additional review will be necessary.

Mr. Frankland said the City landscape architect has given the plan a preliminary review, however, has not yet approved specific plantings.

Mr. Potocnik said the intention is to accomplish as much of the project and plantings as possible before the winter and the remainder would be completed in the spring. He said any incomplete areas will be covered with straw matting to cover the ground to avoid erosion until planting is completed in the spring.

Mayor Drucker requested the addition of a timeline for the project be added to the motion. If the project does not move forward by June, then Keithley Instruments must submit an application to consolidate the two parcels, thereby, eliminating the variance for an accessory use on a property without a principal use.

In response to Mr. Bentley's question, Mr. Potocnik said the parking lot is not considered an overflow lot and is currently used for parking convenience for employees who work in the front of the building. There is currently one tenant in the building to be demolished, however, they will vacate in early November. It is Keithley's hope that the building will be ready to be demolished by November 14th.

Motion by Mr. Mazur, seconded by Mr. Newberry to approve a variance for an accessory use on a property without a principal use with the following contingencies: the Engineering Department must approve the plans for the bio-retention area, the City landscape architect must approve the landscaping plan and the permit must be secured no later than June, 2012 or the properties will be consolidated.

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

Motion Carried

Motion by Mr. Newberry, seconded by Mr. Bentley to approve a site plan for parking lot modifications.

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

Motion Carried

COUNCIL REFERRAL:

2. Request from Davis Development Group, John Siragusa, Asset Management and Christine Burkholder, Kids Country, to modify the permitted uses in the C-5 Zoning District 078-2011

A public hearing was scheduled. Mr. Mazur opened the public hearing and asked for comments.

There were no comments, therefore, the public hearing was closed.

Mr. Mazur said Mr. Davis will provide a presentation in the future. It has been determined that due to time constraints, the first opportunity for this item to be placed on the ballot will be November, 2012. Therefore, it has been determined to place this item on the Inactive Agenda and give Mr. Davis the necessary time to meet with the Administration and review the request prior to the Planning Commission's review. A decision must be made by the Council by May of 2012 in order to meet the Cuyahoga County Board of Elections deadline for the November, 2012 election.

Motion by Mr. Mazur, seconded by Councilwoman Richmond to move Item 2 to the Inactive Agenda.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Richmond

Nay: None

Motion Carried

3. Safety and Public Properties referral – recommendation 080-2011
regarding community signs

Mayor Drucker said this item was discussed during a Safety and Public Properties Committee meeting and referred to the Master Plan Committee for their review of the concept of community signs. Mayor Drucker said the plan is not ready to be presented to the Planning Commission at this time and requested it be referred to the Administration for review during the upcoming budget process. She said it will return to the Planning Commission at a later time.

Motion by Mayor Drucker, seconded by Mr. Mazur to refer Item 3 to the Administration.

Roll Call: Aye: Bentley, Drucker, Mazur, Newberry, Richmond

Nay: None

Motion Carried

MINOR ALTERATIONS FROM THE PLANNING DEPARTMENT:

1. 33325 Bainbridge Road – Swirl Wine Bar

Mr. Frankland displayed a photograph of the property and indicated an arbor that was added over the entrance walkway that was not previously in the plan.

The Commission members agreed no further review of this item was necessary.

2. 6135 Kruse Drive - BMW

Mr. Frankland displayed an aerial of the property and said the previous plan submitted indicated sidewalks would be added. However, the applicant now proposes adding landscaping plantings instead of the sidewalks. He said review and approval from the city landscape architect will be pursued.

The Commission members agreed no further review of this item was necessary

3. 30700 Solon Industrial Parkway – AMRESCO

Mr. Frankland displayed an aerial of the property and indicated where the applicant is proposing the installation of a cement pad for an employee picnic area. He said it will be reviewed by the Engineering Department for storm water run off.

The Commission members agreed no further review of this item was necessary.

COMMENTS FROM THE COMMISSION:

Mayor Drucker said Monday, October 31st is Halloween and trick-or-treating will take place from 6:00 P.M. to 8:00 P.M. She urged everyone to be safe and have fun.

Mr. Newberry encouraged everyone to vote in approximately 2 weeks. He said there are important local and county issues to consider.

COMMENTS FROM THE AUDIENCE:

There were no comments from the audience.

Motion by Mr. Mazur, seconded by Councilwoman Richmond to adjourn the meeting at 7:50 P.M.

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

Motion Carried

Chairman

Secretary