

CITY OF CHARDON PLANNING COMMISSION

Meeting Minutes

July 20, 2020

Members Present:

Andrew Blackley, Chairman
Lene Hill
Hannah Sekas

Collin Wantz

Mary Jo Stark, Vice-Chairman

Members Absent:

Chris Grau
Dean Peska

Also Present:

Rani Affandi
Ben Chojnacki, Law Director
Rollin Cooke
Laura Cooke
Doug Courtney, City Engineer
Brian Doering

Rick Sommers
Rebecca Repasky, Secretary
Steve Yaney, Community Development
Administrator

Mr. Blackley called the meeting to order at 6:30 p.m. The Pledge of Allegiance was said. Roll was called.

Mr. Blackley said everyone received copies of the June 15, 2020 meeting. The motion was made by Mrs. Sekas to approve the minutes. It was seconded by Mrs. Stark. The vote carried 5-0.

Mr. Blackley reminded all that were present to identify themselves for purposes of the video meeting via Zoom.

OTHER BUSINESS - none

NEW BUSINESS

PC Case #20-099: Mr. Yaney explained the applicant, Stacy Kaster, is requesting Concept Plan and Architectural Review approval to allow for the remodel of a 1,036 sq. ft. legal non-conforming commercial building. The improvements include: parking lot improvements, grading/drainage, and exterior remodel. He said the city architect, city engineer and staff recommend approval as it meets the standards and guidelines for concept plan approval. Mr. Blackley commented this plan is similar to the plan approved one year ago.

Mrs. Stark made a motion to approve the Announcement of Decision for Concept Plan Approval. It was seconded by Mrs. Hill. Roll was called. The vote carried 5-0.

PC Case #20-102: Mr. Yaney explained the applicant, Sommers Development Group, is requesting Preliminary Plan approval for a major development under Section 1111 for a 31 unit detached single family home Planned Residential Development (subdivision). Mr. Yaney explained the PRD has been approved by City Council. There will be a new 8” water main installed but the original plans are still the same. The preliminary HOA documents have been approved by the Law Director. A traffic impact study conducted by Kevin Westbrooks has no additional recommendations.

Mr. Blackley clarified there will be two (2) sets of plans: one (1) for the development and one (1) for the water main installation. Mr. Courtney said yes; and both will be constructed at the same time as a private project. Mr. Blackley asked if Mr. Courtney’s office will do the inspection. Mr. Courtney said yes and will require material submissions.

Mrs. Hill asked who will maintain the storm water basins. Mr. Yaney said the HOA will because that is common space. Mrs. Stark asked if there is follow up with work for the HOA to do. Mr. Yaney said a management company is hired by the HOA to oversee work. Mrs. Stark asked if on the final construction drawings, ADA ramps will be shown. Mr. Courtney said yes; and the driveways would be under that max 12% slope.

Mr. Sommers was sworn in. He said they are looking forward to getting started on the project.

Mrs. Stark made a motion to approve the Announcement of Decision for Preliminary Plan Approval. It was seconded by Mrs. Sekas. Roll was called. The vote carried 5-0.

PC Case #20-104: Mr. Yaney explained the applicant, City of Chardon, is requesting Concept Plan approval for infill sidewalks along South Hambden Street. The improvements include new sidewalk installation on the south side of the road from 401 South Hambden Street heading east to 12519 Chardon-Windsor Road (Mel Harder Park) and on the north side of the street along the Chardon Christian Fellowship Church property ending at the existing sidewalk on Grant Street. Mr. Yaney said Hambden Township trustees agreed to the 180 sq. ft. of sidewalk as long as any costs or maintenance is not put on the residents. The City agreed. Construction will be done in the fall; the north side of South Hambden sidewalks is planned for the future.

Mr. Blackley said this is a long-awaited project. He would like to see crosswalks at the Grant/S. Hambden/Chardon-Windsor Road intersection; along with an analysis for stop signs. Mrs. Stark, Mrs. Hill and Mr. Wantz agreed.

Mr. Wantz inquired if there are standards for sidewalks near ditches in regards to the sidewalk planned for the north side of South Hambden. Mr. Courtney said he is unaware of any standards.

Mr. Blackley asked if the handicap ramps installed in 1991 will be updated. Mr. Courtney said that is planned for the maintenance portion of the project.

Mr. Courtney explained the bridge/sidewalk that is at Village Square Station on South Street will be serviced in this project with a new head wall and aluminum railing.

Mr. Blackley made a motion to approve the current Sidewalk Infill Project plan with a recommendation from Planning Commission to install crosswalks at the intersection and consider a stop sign analysis be done at the earliest opportunity. It was seconded by Mrs. Hill. Roll was called. The vote carried 5-0.

OTHER BUSINESS

Mr. Yaney explained Rollin Cooke would like to discuss the possibility of a use variance for a used car dealership at his former gas station at 400 Water Street. Mr. Yaney said under the current zoning, no car dealership is permitted. He explained the gas and pumps and tanks would need to be removed, the canopy will need to be removed, one of the drive aprons will need to be removed and landscaping/screening would need to be installed. Additionally, an occupancy permit is needed before any of this can be done.

Mr. Cooke explained there will be 20-30 later-model cars, he agrees to the terms and would like to add signage to the building.

Mr. Blackley asked if any mechanical work will be done. Mr. Cooke said minimal mechanical work.

Mr. Blackley and Mr. Wantz agreed that it would be a positive to clean up the property so that in the future it can be used. They are cautious and want this work to be done right. Mrs. Stark expressed concern that it is close to residential properties. Mrs. Sekas said this would be a positive but there are concerns with the business idea.

Mr. Blackley said two (2) Planning Commission members are absent and may want to comment on this project; and he will take it to City Council for their input. Mr. Cooke agreed to waiting for City Council's review and will have a concept plan to present.

Mr. Blackley asked if this were to move forward, will there be a public hearing. Mr. Yaney said yes, all property owners will be notified that are within 200'.

EXECUTIVE SESSION – none

Mrs. Stark made a motion to adjourn the meeting at 7:34 p.m. It was seconded by Mrs. Sekas.

Respectfully Submitted:

ANDREW BLACKLEY, CHAIRMAN

Rebecca Repasky, Secretary