

Note: These minutes were compiled by extracting certain facts the essence of testimony from an audiotape made of this meeting. Complete detail and verbatim statements can be heard and transcribed from the tape. The tape is available in the office of the Department of Planning and Zoning for a nominal fee.

STREETSBORO PLANNING AND ZONING COMMISSION

**Regular Meeting
January 14, 2020
7 PM**

Mayor Broska swore Marty Richmond in as the Ward 3 Planning Commission representative.

Call to Order – Mayor Broska called the meeting to order at 7:03 pm.

Pledge of Allegiance and Invocation

Roll Call: Deb Covert, Tom Horsfall, Ted Hurd, Jerome Pavlick, and Marty Richmond were present.

Also present: Mayor Glenn Broska, John H. Cieszkowski, Jr. AICP Planning and Zoning Director; Sara J. Fagnilli, Assistant Law Director and Zoning Inspector Stacey Vadaj.

Nomination & Election of a Chairperson –

Mayor Broska accepted nominations for chairperson.

Motion: Mr. Horsfall

To nominate Mr. Pavlick as the Planning Commission Chairperson. Seconded by Mr. Hurd. There were no other nominations. Upon voice vote motion carried.

Mayor Broska turned the meeting over to Mr. Pavlick

Nomination & Election of a Vice-Chairperson

Mr. Pavlick accepted nominations for vice-chairperson.

Motion: Mr. Pavlick

To nominate Mr. Horsfall as the Planning Commission Vice Chairperson. Seconded by Mr. Hurd. There were no other nominations. Upon voice vote motion carried.

Discuss 2020 Planning & Zoning Commission Rules & Regulations – there were no changes suggested.

Adopt 2020 Planning & Zoning Commission Rules & Regulations

Motion: Mr. Horsfall

To adopt the 2020 Planning and Zoning Commission Rules and Regulations as written. Seconded by Ms. Covert. Upon voice vote motion carried.

Disposition of Minutes: December 10, 2019 Regular Meeting.

Mr. Horsfall asked for the following changes: page 9 and page 12 change alter to altar.

Motion: Mr. Horsfall

To accept the Regular Meeting December 10, 2019 minutes as amended. Seconded by Mr. Richmond. Upon voice vote motion carried.

Old Business- none

Sign Review- Chapter 1159 - none

New Business –

Meadow View Phase 13 – final plat review

Mark Holz, Frontier Land Group, 25700 Science Park Drive Beachwood, Ohio sought final plat approval for Phase 13 at Meadow View. This phase was 44 lifestyle lots on the south side of the development as a continuance of Phase 11 which was installed in the fall. Development was going well, sales had been great and it has come together nicely and feels like a nice neighborhood. He commented as he did every time and questioned again the need for fencing around ponds. He said there was a lot of pushback by the HOA and existing owners. This specific pond was set back further than any of the previous ponds and his plan was to leave a band of trees around the pond. He did not want to say it was hidden but was not in a backyard, it was further and there would be trees buffering between the pond and the back of the homes. He asked they take that into consideration as they vote to approve.

Mayor Broska told Mr. Holz the biggest thing with the pond was that they were an attractive nuisance and having the fence up removes that nuisance for the children who sometimes their parents don't watch them completely and could fall in. The fences were put there to protect the children in the neighborhood so he stood behind them 100%. As a firefighter he had been in situations where children have been attracted by things like this. It only takes one tragedy so if we can do something this minor to possibly belay something like that he stood firm on it.

Mr. Cieszkowski agreed with the Mayor's comments and thought the reason for the fencing was a health, safety and welfare element. Per his staff comments all of the revisions necessary to both the improvement plans and plat are very minor.

Mr. Horsfall asked Mr. Holz is he was aware of the director comments.

Mr. Holz affirmed and had no questions...just frustration with the engineers when they copied and pasted from previous phases.

Mr. Horsfall thought they had come up with a new kind of fence.

Mr. Holz affirmed they had but he had calls from the HOA so he was passing the message onto the Commission. He pointed out that a kid sees a fence so he wants to climb on it. What they had done in other cities was to build the ponds with aquatic benches so that the top of the pond drops down to a 3 ft wide ledge about knee high deep then drops off so they would have to continue walking further to fall in.

Mr. Cieszkowski affirmed that he also had been fielding calls from the HOA.

Mr. Hurd asked what the calls were and if the HOA was not cognizant of the safety issue there.

Mr. Holz said they knew about it and had the opportunity to come to these meetings but their concern was about the ongoing maintenance of it and the aesthetic look of it and other reasons.

Mr. Hurd felt there was enough homes paying fees to maintain a couple fences.

Mr. Holz added 5 people will give you 7 different opinions. He was not here to argue about it just to relay the message.

Mr. Hurd asked about the new fire hydrants.

Ms. Vadaj said the Water Department required the drawings be attached to all of their comments and had been doing so for almost a year.

Mr. Hurd said it was new then and he was not familiar with it.

Mayor Broska said these hydrants were a very good idea because on most hydrants there were two 2.5 inch connections on the outside with one 4 inch connection in the center. 99% of the time the Fire Department will only connect to the center connection; attaching to all three would not maintain the flow. He thought this was a great idea and makes an enormous amount of sense.

Motion: Mr. Horsfall

I hereby move on this 14th day of January 2020, the Streetsboro Planning and Zoning Commission approve a Final Plat for Meadow View Subdivision Phase 13, 44 single family residential lots, Zoning District R-R Rural Residential per site plan received 12-9-19. Subject to administrative review and approval of conditions attached hereto as noted in the Planning and Zoning Director's memo dated January 6, 2020. Seconded by Mr. Hurd.

Roll call: Yes – 5, No – 0. Motion carried.

Mayor Broska asked how many more phases there were for Meadow View.

Mr. Holz thought there would be 4 to 5 more depending on sales. There were two planned (13 and 14) and possibly two smaller phases at the end of this year and then one final one at this time in 2021. He pointed out that December is typically a slow month but Ryan Homes sold 8 homes in December which is unheard of; a phenomenal month. He said they loved the City, loved working here because everybody that they deal with is such a pleasure to deal with; the inspectors, the Service Department, Joe Ciuni's staff, even Portage County.

Reports, Communications and Correspondence

Core Concept Plan Steering Committee

Mr. Cieszkowski said he was in the process of assembling a working committee for the planning process the City was looking to initiate for the downtown area. The consultants didn't like the term downtown so that's where the Core Concept came from although it is the area identified in the Comprehensive Plan as the Downtown District. He asked if there were any Commission members interested. The meetings would be either mid-morning or mid-afternoon. There may be some evening meetings at the end of the process, when the decisions are being made, to allow the public to attend. He said it would be similar to the Master Plan where the working committee makes a recommendation to the Planning Commission who then makes a recommendation to Council. They were looking to have two members of the Planning Commission, two members of City Council, a representative from the Chamber, himself and the Economic Development Director on the working committee with the two consultants, one from City Architecture and one from NorthStar Planning.

Mr. Richmond asked what frequency the group would meet.

Mr. Cieszkowski said probably once a month at the beginning of the process where the steps were not as involved. They may try to meet more than once a month so they can backload the project so that when the decisions are being made they can have multiple meetings if necessary. He thought it would probably be once a month.

Mr. Richmond asked for a best guess as to how long the process will take; one year, six months?

Mr. Cieszkowski didn't want to put a time frame on it. They were hoping to start it last year; that didn't work out. They were looking at a kick off meeting in February, eleven committee member meetings as well as one Planning Commission and one City Council meeting. With the holidays things may get dicey in terms of scheduling but preliminary conversations with the consultants was to get everything done by the end of this year. His best guess was between nine months and a year. He hoped to have an entire project schedule that spells out all the meetings for the working committee at the kick off meeting. Anyone interested should send him an email so he knows what email to use for the distribution list once the working committee is identified.

Mr. Richmond said he was very interested but didn't know if he could commit to mid-day meetings for a year. He asked if they would do Zoom and teleconference or only in person.

Mr. Cieszkowski preferred the meetings be in person.

Mr. Hurd said he was interested too but would have to check his schedule. He asked how long the meetings would be.

Mr. Cieszkowski thought the working meetings would last no longer than two hours at the most to limit the cost of the consultants. He reported he had more copies of the scope of service for anyone interested.

Mr. Pavlick read through the Administrative Sign Review report for December [in packets].

Citizens' Comments – none

Commission Member Comments

Ms. Covert informed the Commission that the Chamber of Commerce is hosting the State of the City luncheon February 12th, 2020 from 11:30 -1pm at the Fraternal Order of Eagles in Streetsboro.

Mr. Horsfall asked if the Mayor was close to replacing the Ward 2 seat left vacant by Mr. Hillyer.

Mayor Broska stated he would accept applications. He had some people that applied previously – 4 or 5 requests – that he would go through. He would like to entertain some female candidates since both the BZBA and the Planning Commission were heavily populated with males and he would like to get a little more diversity.

Announcements: The next Regular Planning and Zoning Commission meeting will be held Tuesday, February 11, 2020 at 7PM at the Streetsboro Municipal Building (555 Frost Road).

Adjournment

There being no further business before this Commission a motion to adjourn was made by Mr. Horsfall and seconded by Mr. Hurd and the meeting was adjourned at 7:29 pm.

Attest:

Stacey Vadaj, Zoning Inspector

Jerome Pavlick, Chairperson