

STREETSBORO PLANNING AND ZONING COMMISSION

MINUTES

January 10, 2023

Note: These minutes were composed by extracting pertinent information and key points of testimony from an audio recording of the meeting. Detailed information and verbatim statements may be heard and transcribed from the audio recording of this meeting.

CALL TO ORDER: The organizational and regularly scheduled Planning and Zoning Commission meeting was called to order on January 10, 2023 at 7:00 p.m. by Mayor Broska in City Council Chambers at 555 Frost Rd.

PLEDGE OF ALLEGIANCE led by Mayor Broska.

INVOCATION led by Mr. Pavlick.

ROLL CALL: All 7 members present including: Deb Covert, Curt Gallo, Ron Good, Ted Hurd, Marty Richmond, Brian Salyer, and Jerome Pavlick

Also in attendance: Mayor Glenn Broska, Planning and Zoning Director John H. Cieszkowski Jr., Assistant Planner Jimmy Hoppel, Law Director Paul A. Janis, and Clerk Angella Fausset.

NOMINATION AND ELECTION OF A CHAIRPERSON

Mayor Broska requests nominations for chairperson. Mr. Hurd nominates Jerome Pavlick for Chairperson. Mr. Good seconds the nomination. There were no other nominations, and the nomination carried by voice vote unanimously. Jerome Pavlick was elected as the chairperson of the Planning and Zoning Commission for 2023. Mayor Broska turns the meeting over to Chairperson Mr. Pavlick.

NOMINATION AND ELECTION OF A VICE CHAIRPERSON

Mr. Pavlick requests nominations for vice chairperson. Mr. Good nominates Deb Covert for Chairperson. Mr. Gallo seconds the nomination. There were no other nominations, and the nomination carried by voice vote unanimously. Deb Covert was nominated as Vice Chairperson of the Planning and Zoning Commission for 2023.

NEW BUSINESS:

APPLICATION #SPA22-12 Fifth Third Bank - Site Plan Amendment - 1280 State Route 303

Application for a Site Plan Amendment to install a drive-up ATM kiosk with in an existing parking lot.

Chris Biggers 131 East Commerce St., Milford, Michigan 48381 introduced himself as the architect for the project. He explained that the proposed amendment involves placing a drive-up ATM within an existing parking lot. He stated that the parking lot is relatively large, and there is a large berm to the north of it. The proposed prefab unit is expected to have a maximum of three cars stacking. He acknowledged receipt of the review comments from the City departments. Chris noted one of the review comments about placing a berm or screening. Chris explained that the level change from the lower level to the upper level is about eight feet and so if the screening is for the purpose of car headlights, he didn't believe that the screening is necessary.

Jimmy Hoppel, the Assistant Planner, made remarks about the project noting the proposed kiosk would take away existing parking spaces, but an adequate number of parking spaces that meet code requirements for the property will remain. There were a few conditions related to photometric, signage comments, and landscaping noted in his memo to the Commission. He addressed the applicant's response regarding the berm or screening. Jimmy suggested that additional site landscaping could be added to provide some site improvement and that this could be administratively discussed with the applicant. Chris confirmed that they are open to providing visual landscaping and review the options with Jimmy and John administratively to ensure that the landscaping added is reasonable based on the project's scope. The commission had concerns about safety asking about security cameras tied to the ATM. Chris explained that the ATM camera has a wide lens, and they install lighting fixtures to ensure safety.

MOTION

Ms. Covert: I hereby move on this 10th day of January, 2023, that the Streetsboro Planning and Zoning Commission approve application number SPA 22-12, a site plan amendment for Fifth Third Bank 1280 State Route 14, Streetsboro, Ohio, 44241; parcel number 35-055-00-00-039-017 to construct a new drive-up ATM kiosk and associated site changes to the existing Plaza parking lot

per the site plans received on November 11, 2022, subject to administrative review and approval of conditions attached here to, as noted in the assistant planner's memo dated ~~October 5, 2022~~ January 4, 2023 (amended). No construction shall commence until a zoning certificate has been paid for and issued by the Planning and Zoning Department and a building permit has been paid for and issued by the Building Department. If future expansion or signage for the project is indicated on the site plan, it will not be approved at this time.

Second: Mr. Good

Roll Call Vote: Ms. Covert: Yes Mr. Gallo: Yes Mr. Good: Yes
Mr. Hurd: Yes Mr. Pavlick: Yes Mr. Richmond: Yes Mr. Salyer: Yes

Motion carried. (Yes: 7 – No: 0)

Ron Good made a motion to amend the previous motion to modify the date of the Assistant Planner's memo from October 5, 2022 to reflect the correct date of January 4, 2023. Motion seconded by Mr. Hurd. By voice vote, motion carries.

APPLICATION #SPA22-13

Nestle - Site Plan Amendment - 9300 Jefferson St.

Application for a Site Plan Amendment for the construction of an employee access drive and alterations to the existing trailer parking area.

Christopher Bach, project manager 30003 Bainbridge Rd., Solon, Ohio, and Matt Monis, civil engineer 520 S. Main St., Ste. 2531, Akron, OH 44311, presented the proposed project, which aimed to repave the west parking lot of the existing distribution center. The proposed project included creating a paved area for truck trailer parking, redirecting the staff entrance to the west, and constructing a two-lane in-and-out drive for employee and car traffic only. The south gate would be retained for tractor-trailer in-and-out traffic. Plans also included storm water improvements to accommodate for the new paved surfaces, and a retaining wall would be incorporated into the project. Mr. Bach acknowledged receipt of the review comments from the city departments and confirmed to work with the city staff to resolve outstanding items administratively. Commission members discussed potential safety concerns about the retaining wall's height.

Jimmy Hoppel, Assistant Planner stated that there were no specific details or information provided by the applicant about the height of the retaining wall since the topography of the site changes so it's unclear how tall or short the retaining wall needs to be in certain areas and how it will be constructed. He emphasized the importance of clarifying this matter since it will be crucial for the engineering department's review and potentially the building department's review as well. Jimmy noted to the commission that the engineering department had been involved with the project in pre-application meetings and that prior to pre-construction a final review will be conducted by engineering. The commission inquired about the stormwater management system to accommodate the new pavement. The applicant explained there is no stormwater management system in place currently, so the water flows freely into a ditch before being discharged into a wetland area through a culvert or drive pipe. To meet EPA requirements for water quality and runoff, a stormwater management facility will be constructed in the mounted area behind the wall. The system will act as a detention for stormwater and help offset the water runoff increase from the new pavement.

MOTION

Ms. Covert: I hereby move on this 10th day of January 2023 that the Streetsboro Planning and Zoning Commission approve application number SPA 22-13, a site plan amendment for Nestle Prepared Foods Company, 9300 Jefferson Street, Streetsboro, Ohio, 44241, parcel number 35-041-00-00-023-00 to construct a new employee access drive and modify the existing trailer parking area and other associated site changes per the site plans received on December 12, 2022. Subject to administrative review and approval of conditions attached here to, as noted in the assistant planner's memo dated January 4, 2023. No construction shall commence until a zoning certificate has been paid for and issued by the Planning and Zoning Department and a building permit has been paid for and issued by the Building Department. If future expansion or signage for the project is indicated on the site plan, it will not be approved at this time.

Motion seconded by Mr. Gallo.

Roll Call Vote: Ms. Covert: Yes Mr. Gallo: Yes Mr. Good: Yes
Mr. Hurd: Yes Mr. Pavlick: Yes Mr. Richmond: Yes Mr. Salyer: Yes

Motion carried. (Yes: 7 – No: 0)

COMMISSION MEMBER APPOINTMENTS

To serve on the Community Reinvestment Area Housing Council and the Master Plan Review Commission as the Planning and Zoning Commission representative

Chairperson Pavlick asked the commission members if anyone would be interested in serving on the Community Reinvestment Area Housing Council, which only meets once a year for about 15 minutes to ensure compliance with the awarded contract. Mr. Richmond was nominated and appointed to this position after he volunteered to serve on the CRA Housing Council. The position for the Master Plan Review Commission was also discussed, and Mr. Hurd volunteered to serve and was appointed to the position after no one else expressed interest. The appointments will be presented to city council.

REPORTS, COMMUNICATIONS, AND CORRESPONDENCE:

Planning Director, John Cieszkowski reported to the Commission members the signs that had received administrative approval since the last meeting in December were as follows:

- Timber Beast - 9300 Market Square Dr. - (1) wall sign
- US Safety Gear - 555 Frost Rd. - (1) wall sign

CITIZENS COMMENTS:

Paul Yupa 8749 Seasons Rd. addressed the commission with questions and comments on the projects discussed in the meeting. He asked if the design standards are still applied for the property where the ATM is proposed, and was informed that the design standards are for out parcels only, not the area where the kiosk was being built. Mr. Yupa suggested that eliminating a few parking spaces near the kiosk might make for a smoother maneuvering radius, as the current design appeared to be tight. Staff noted that the applicant mentioned this was a standard design and that a hashed area would allow for slight adjustments in maneuvering. Mr. Yupa talked about the parking lot expansion project at Nestlé. He stated he was in agreement with the clean water standards in the proposed storm water detention plans. He expressed concern about the current stormwater management throughout the city and questioned whether the city should plan for future mitigation costs.

COMMISSION MEMBER COMMENTS:

The next regularly scheduled Planning and Zoning Commission meeting will be held on Tuesday, February 14, 2023 at 7 p.m. in the Council Chambers at City Hall, 555 Frost Rd. Streetsboro, Ohio 44241.

ADJOURNMENT: Motion to adjourn was made by Ms. Covert and seconded by Mr. Good. By voice vote, motion carried. Meeting adjourned at 7.40 p.m.

ATTEST:

Angella M. Fausset
Clerk



Jerome Pavlick
Chairperson