

CITY OF CHARDON PLANNING COMMISSION

Meeting Minutes
November 28, 2023

Members Present:

Andrew Blackley, Chairman
Dean Peska
Robert Emmons
Lene Hill

Dan Meleski
Mary Jo Stark, Vice-Chairman

Members Absent

Colin Wantz

Also Present:

Ben Chojnacki, Law Director
Doug Courtney, City Engineer
Rebecca Repasky, Secretary
Allison Wilson, Geauga Maple Leaf

Adam Wisnovich, Redwood Apartments
Steve Yaney, Community Development
Administrator

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

Changes to the November 7, 2023 minutes include:

- Mr. Blackley would like the record to reflect Judge Ondrey and Judge Paschke were not sworn in as they are Officers of the Court. It shall read: "Judge Ondrey and Judge Paschke were recognized as Officers of the Court and were not sworn in".
- Mr. Blackley said Mr. Gellert's name is Bradford not Bradley.
- Mr. Blackley requested a paragraph break after Mr. Durante's comments on page 3. Then be corrected to: "Photographs of the existing Victorian structures on the Square were shown as well as a photo of the existing stone at the base of the current court house. These were shown as part of the audio/visual display."
- Mr. Blackley said to insert into the paragraph on page 3, "the proposed second story window treatment does not match anything on the Square or any Victorian design element that he has ever seen."
- Mr. Blackley would like on page 6, would like: "Mr. Blackley said stone will be added to match the base of the building addition. Should this be a variance?"
- Mr. Peska added on page 6, he only made the motion. It was seconded by Mrs. Hill.
- Mrs. Stark had a correction for page 3; Mrs. Stark reference the stone panel of the windows – not arch.

Mr. Peska made a motion to approve amended the November 7, 2023 meeting minutes. It was seconded by Mrs. Hill. Roll was called. The vote carried 6-0.

Mr. Blackley reminded all that were present to sign in and swore in City Staff.

OLD BUSINESS

Mr. Blackley read a letter from William McCullam dated 11/22/23 following the Planning Commission meeting of November 7th. It is in regards to the County Courthouse Project. Planning Commission acknowledges and receives his letter.

NEW BUSINESS

PC Case #23-223: Mr. Yaney explained the applicant, Redwood Apartments, is requesting a sign deviation to allow for the installation of a ground sign. The request is to reduce the minimum front yard setback from 10' to 5.5'. Mr. Yaney said the sign is 24 sq. ft. which is the maximum size permitted; with the exception of the close proximity to the street. Mr. Yaney said Staff has no issues with this request – but requests the approval is only for this specific sign. If the sign needs to be moved for a City project, it will need to be moved at the expense of Redwood or future owner.

Mr. Blackley stated the sign has already been installed and the Announcement of Decision will need to be amended; as permissions is being asked after the fact.

Mr. Emmons asked if the sign interferes with the public right of way or any utilities in the public right of way because of the closeness to the road. Mr. Yaney said the utilities are between the sign and the road. Mr. Blackley asked if there should be a 10' utility easement. Mr. Courtney said the utilities that come into serve Redwood, did acquire the easements coming up from Center Street.

Mrs. Stark made a motion to grant the amended Announcement of Decision for the sign deviation – with the stipulation that if the sign has to be moved for utility work, it will be at the expense of the owner. It was seconded by Mrs. Hill. Roll was called. The vote carried 6-0.

PC Case #23-224: Mr. Yaney explained the applicant, City of Chardon, is requesting concept plan approval to allow for the installation of approximately 4,200 linear feet of 12-inch water main. It is located at the west terminus of Hidden Glen Trail and will continue in easements along the west edge of Chardon Lake Golf Course to Woodiebrooke Road.

Mr. Courtney said Hidden Glen Water Main Loop will connect the dead-end water main on Woodiebrooke Road at the east side of the Beechnut subdivision along the golf course up to the dead-end water main at Hidden Glen subdivision. Mr. Courtney said easements have been granted to the City by Hidden Glen Associates and the golf course. Mr. Courtney said this project has been on the books for many years. Mr. Courtney said the purpose is to eliminate the dead-end mains, create redundancy in the system and to provide an alternate route for supplying the water tower if something were to happen to the main transmission route from the water plant to the water tower. The approximate cost for the project will be \$850,000. The project is anticipated to start after the first of the year. Mr. Courtney said funding constraints with OPWC means the project will have to be complete by early May.

Mr. Blackley asked when the advertising for the project is. Mr. Courtney said the bid opening is tomorrow, November 29th at 1:00p.m. Mr. Courtney apologized for the late notice to Planning Commission; he said there was last minute route change based on negotiations with Hidden Glen Associates. The route changes were to avoid some mass earth moving for all the piles of dirt left in the undeveloped portion of the subdivision.

Mr. Blackley asked if this is one of the first or longest projects to use PVC 900. Mr. Courtney said yes, this will be the first project using C909 pipe. Mr. Blackley said Mr. Courtney may want to show the restraint lengths for horizontal and vertical bends on the plans. Mr. Courtney said okay.

Mr. Emmons asked if the residents on Beechnut Lane have been notified. Mr. Blackley said probably not because they are not city residents and this is not a variance. Mr. Blackley added it could be a courtesy to notify them that work will begin this winter – but those residents are on a well.

Mr. Blackley said he will feel better once this water main is looped and not relying on one water line. Mr. Courtney added this project wasn't delayed – Hidden Glen did not develop their other phases as quickly as the City anticipated. Mr. Courtney said the City saw an opportunity and additional funding to get the project done without Hidden Glen's portions of development. Mr. Blackley commented that the original concept was the developer would be paying for a lot of the work – and the City would pick up the work outside of their subdivision.

Mr. Peska made a motion to approval the Announcement of Decision for concept plan approval. It was seconded by Mrs. Stark. Roll was called. The vote carried 6-0.

EXECUTIVE SESSION – none.

OTHER BUSINESS

Mr. Yaney said the December Planning Commission will be: Tuesday, December 19, 2023 with a possible agenda item.

Mr. Blackley said the county is not proceeding with the construction of the parking lot that was previously approved just yet. A construction trailer will be on the gravel pit and used for construction parking. Mr. Blackley asked if any additional approvals from Planning Commission are needed for that. Mr. Yaney said possibly if they are staging a lot of equipment. Mr. Yaney said he will have to have a discussion with the county. Mr. Blackley said they should at least put sedimentation over the catch basins in the parking lot. Mr. Courtney agreed.

Mr. Blackley said the Chase Building is moving along.

Mr. Emmons said Chips Clubhouse finished their roof and the gray color is fine.

Mr. Yaney said Element 41 finished their window.

Mr. Meleski asked for the status of the work at Marc's. Mr. Yaney said there is no update on the project.

Mr. Courtney said the wetland stream restoration earth work is just about done and restoration planting will begin in the spring.

ADJOURN

Mr. Meleski made a motion to adjourn the meeting. It was seconded by Mrs. Stark. The meeting adjourned at 7:06 p.m.

Respectfully Submitted:

ANDREW BLACKLEY, CHAIRMAN

Rebecca Repasky, Secretary