

## **CITY OF CHARDON PLANNING COMMISSION**

### *Meeting Minutes*

July 23, 2024

#### **Members Present:**

Andrew Blackley, Chairman  
Robert Emmons  
Lene Hill  
Dan Meleski

Mary Jo Stark, Vice-Chairman  
Colin Wantz

#### **Members Absent**

Dean Peska

#### **Also Present:**

Ben Chojnacki, Law Director  
Doug Courtney, City Engineer  
Pam Crawford  
Victoria Frabotta  
Lynn Harlan  
Barbara Klodt  
Nathan Long  
Mike Marous  
Nancy McArthur

Molly Nikkila  
Ken Pritt  
Rebecca Repasky, Secretary  
Paul Schneider  
Allison Wilson, Geauga Maple Leaf  
Steve Yaney, Community Development  
Administrator

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

Attendance roll was called. Mr. Blackley reminded all that were present to sign in and swore in City Staff.

Mrs. Hill made a motion to approve the June 25, 2024, meeting minutes. It was seconded by Mrs. Stark. Roll was called. Mr. Meleski abstained. The vote carried 5-0.

#### **NEW BUSINESS**

**PC Case #24-163:** Mr. Yaney explained the applicant, Chardon Local Schools, is requesting Concept Plan approval for a lot consolidation. The proposed consolidation will take twelve (12) existing parcels and consolidate them into one (1) new parcel of 6.56 acres. Mr. Yaney said this was a condition for approval by Planning Commission. The Tax Map Department and City Engineer reviewed and approves of the lot consolidation.

Mr. Blackley asked if Staff is meeting with Chardon Schools, regarding the traffic light at Fifth Avenue and North Street. Mr. Yaney said yes, he, Mr. Courtney, Mr. Hornyak and Mr. Sharpe will have a number of meetings. Mr. Courtney added the school has requested funding assistance from the City; discussions will take place where to fit that into the capital budget.

Mr. Emmons asked if all the parcels are zoned commercial. Mr. Yaney said yes. Mr. Emmons clarified no action is needed for the zoning map. Mr. Yaney said correct.

Mrs. Hill made a motion to approve the Announcement of Decision for the Concept Plan approval. It was seconded by Mrs. Stark. Roll was called. The vote carried 6-0.

**PC Case #24-164:** Mr. Yaney explained the applicant, D4 Group, is requesting Planning Commission to authorize the Community Development Administrator and City Engineer to grant approval for one (1)

building in the new Cider Mills Development prior to the installation and dedication of utilities for the development. Mr. Yaney said the site is formally known as Park Avenue Mews. Mr. Yaney said the applicant is requesting the first building and the utilities be allowed to go in at the same time to avoid the winter months. Mr. Yaney shared that there are two (2) sections of code that require utilities go in first, so Planning Commission will need to grant that authority. Mr. Yaney asked for two (2) stipulations: 1) no occupancy permits prior to the installation and dedication of utilities and dedication of the plat; and 2) buildings cannot be used as model homes prior to the installation and dedication of utilities and dedication of the plat.

Mr. Lynn Harlan and Mr. Mike Marous were sworn in.

Mr. Harlan explained the property has been purchased from Triban Investments. He said they would like to break ground beginning of August and not wait until winter. He said they have no issues with the two (2) stipulations.

Mr. Blackley clarified with the applicant that they understand the conditions and they will assume all risks. Mr. Harlan said yes. Mrs. Stark clarified that the site plans for the development were already approved. Mr. Yaney said yes.

Mr. Wantz asked without the utilities going in, what if there is a fire. Mr. Yaney said there is a water main right there. Mr. Wantz asked if the utilities and first building will go in simultaneously. Mr. Marous said yes.

Mr. Chojnacki said he does not see this case as setting a precedent and Planning Commission is free to make a decision on this.

Mr. Meleski made a motion allow the applicant to proceed; and give Mr. Yaney the authority to issue temporary occupancy subject to the two (2) stipulations. It was seconded by Mr. Wantz. Roll was called. The vote carried 6-0.

**PC Case #24-159/160:** Mr. Yaney explained the applicant, Nathan Long, is requesting Conditional Use approval for Transitional Supportive Housing in the “C-3” Traditional Commercial District. The request is for a women’s shelter with up to four (4) residents. Additionally, the applicant is requesting a variance to waive the 1,000’ setback requirement from their existing men’s shelter at 339 Washington Street. Mr. Yaney explained this will be next to the current facility. He said there was no need for the Fire Department, City Engineer or City Architect to review. Mr. Yaney requested two (2) stipulations: 1) a sidewalk needs to be installed; and 2) there will need to be an executed shared parking agreement.

Mr. Nathan Long was sworn in.

Mr. Long said he is excited to meet the needs of the community. He said both locations will be monitored.

Mr. Blackley asked along with a new sidewalk, is a new drive apron needed too. Mr. Yaney said there is an existing gravel drive apron. Mr. Long said they plan to match the sidewalk and install a drive apron. Mr. Blackley said it will need to be a 6” concrete drive apron. Mr. Courtney will look into the standard width for the drive apron.

Mr. Wantz added he does not want to see the tree taken out. Mr. Yaney said there may be an option to go around the tree. Mr. Blackley added that tree may be lost, but the City might be able to add a street tree.

Mr. Emmons made a motion to grant the Conditional Use and waive the 1,000’ setback requirement as amended; with the size of the drive apron to be determined by Staff. It was seconded by Mrs. Stark. Roll was called. The vote carried 6-0.

**OLD BUSINESS** – none.

**EXECUTIVE SESSION** – none.

**OTHER BUSINESS** – none.

**ADJOURN**

Mr. Meleski made a motion to adjourn the meeting. It was seconded by Mrs. Stark. The meeting was adjourned at 7:10 p.m.

Respectfully Submitted:

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ANDREW BLACKLEY, CHAIRMAN

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Rebecca Repasky, Secretary