

CITY OF KIRTLAND
PLANNING AND ZONING COMMISSION

MINUTES OF THE MEETING
JULY 15, 2024

The meeting was called to order by Chairperson Denk at 7:02 p.m. Present were Commission members Richard DeMarco, Daniel Laux, Lita Laven, Joseph Vinciguerra, and Michael Denk.

Also present were Assistant Law Director Mark Marong, City Engineer Douglas Courtney and Mayor Kevin Potter.

Minutes of the June 10, 2024 Work Session

Mr. DeMarco moved to approve the minutes as presented, with the second by Ms. Laven. Upon roll call vote, the motion passed 5-0 (Ayes – DeMarco, Laux, Laven, Vinciguerra and Denk; Nays – None.)

Minutes of the June 10, 2024 Meeting

Mr. Laux moved to approve the minutes as presented, with the second by Mr. Vinciguerra. Upon roll call vote, the motion passed 5-0 (Ayes – DeMarco, Laux, Laven, Vinciguerra and Denk; Nays – None.)

Tabled Requests:

Dominion Energy – Conditional Use Permit Application and Preliminary Development Plan for Gas Utility Station Replacement at 8909 Euclid Chardon Rd.

Commission Member Richard DeMarco, moved to dismiss from the July 15, 2024, Agenda and remove as a tabled item Tabled Request 1. *Shane Kuhn, Dominion Energy – Conditional Use Permit Application and Preliminary Development Plan for Gas Utility Station Replacement at 8909 Euclid Chardon Rd.* Upon roll call vote, the motion passed 5-0 (Ayes – DeMarco, Laux, Laven, Vinciguerra and Denk; Nays – None)

Mr. Marong reported Table Request 2. *8560 Billings LLC – Application for Conditional Use Permit for Agricultural for Commercial Purposes at 8560 Billings Road* will remain tabled at the request of the Applicant further stating that they anticipate being at the August 2024 P&Z meeting.

Public Comments on Items Not on the Agenda

Chairperson Denk opened the meeting to the public to comment on matters not on the Agenda. There were no comments or questions from the public.

Tom Paul, Paul Architects, P.O. Box 377, Chardon, Ohio spoke on behalf of his clients Andy & Ramona Dudaitis owners of the Kirtland Shopping Center. Mr. Paul addressed the issue of the storage of a Bobcat in the empty unit in the back of the plaza that will be used for seasonal maintenance at the shopping center. Mr. Paul stated that previous concerns that the Kirtland Fire Department brought to the owners' attention, have been addressed and corrected as required.

Discussion continued regarding what the current use of the empty space is and what items are currently being stored in the unit are.

Mayor Potter provided an overview of information provided by the Lake County Building Department.

Mr. Marong suggested coordination between the City of Kirtland Zoning Inspector, Lenny Morgano and the Building owners occur to address any outstanding particular questions.

Mayor Potter stated he will contact the Fire Department as well as the Zoning Inspector, Lenny Morgano, regarding next steps.

JT Makrai, 8299 Billings Road, addressed the Commission regarding a conceptional idea for 9177 Chillicothe Road, Unit B (Kirtland Plaza). Mr. Makrai stated the business will include structured play activities for children between the ages of 1-6 years old. Further stating that according to Ohio Revised Code 5109.02 B-3 the proposed business is not considered a licensed daycare and therefore will not require state licensure.

Mr. Marong reviewed City of Kirtland Ordinance 1275, stating that a Conditional Use Permit application will need to be submitted for the business as proposed.

Work Session

Communications and Bills

1. City Council Meeting Minutes – June 3, 2024 Work Session and Council Meeting; and June 17, 2024 Work Session and Council Meeting
2. Zoning Permits Report – June 1, 2024, to June 30, 2024

Old Business:

Chairperson Denk reminded the Commission that he has recused himself from any discussion and voting regarding *Table Request 2. 8560 Billings LLC – Application for Conditional Use Permit for Agricultural for Commercial Purposes at 8560 Billings Road.*

New Business:

In preparation for discussion at the August 2024 P&Z meeting regarding addressing Mayor Potter's request to explore the possibility of implementing an ordinance that would govern the housing of trailer(s) on properties in the City of Kirtland, Chairperson Denk requested Mr. Marong provide sample definitions and ordinance language prior to the next P&Z meeting.

Chairperson Denk also inquired as to the legality of holding a future P&Z meeting on-site at different locations throughout the City.

Mr. Marong explained that this would require that the public be invited to participate as well and that it would be an expense incurred by the City to facilitate such an endeavor.

Adjournment

There was no further business before the Commission, and Mr. Vinciguerra moved to adjourn. Mr. DeMarco provided the second, and the motion passed upon unanimous vote. The meeting adjourned at 7:36 p.m.

CHAIRPERSON

SECRETARY