

CITY OF KIRTLAND
PLANNING AND ZONING COMMISSION

MINUTES OF THE MEETING
NOVEMBER 8, 2021

The meeting was called to order by Chairman Michael Denk at 7:05 p.m. Present were Commission members Richard Blum, Richard DeMarco, Michael Denk, Daniel Laux and Joseph Vinciguerra.

Also present were Mayor Kevin Potter, Law Director Matthew Lallo, City Engineer Douglas Courtney and Councilman Joseph Smolic.

MINUTES OF THE OCTOBER 11, 2021 WORK SESSION

Mr. Blum moved to approve the minutes as presented, with the second by Mr. DeMarco. Upon roll call vote, the motion passed 4-0-1 (Ayes – Blum, DeMarco, Laux and Denk; Nays – None. Abstaining - Vinciguerra).

MINUTES OF THE OCTOBER 11, 2021 MEETING

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

PUBLIC SESSION:

PUBLIC REQUESTS

Richards Maple – Application for Sign Permit at 7955 Euclid Chardon Road

Fred Ahrens of Richards Maple Products was present in this regard. With regard to the proposed ground sign, Mr. Ahrens stated that the top portion of the sign, for Maple Country Meats, would not be installed until spring. The bottom portion of the sign, for Richards Ohio Maple Equipment, will be installed soon. With regard to lighting, Mr. Ahrens stated the existing ground lighting would be used for the sign. He stated the foliage at the base of the sign will be replaced in the spring.

Mr. Ahrens stated there will be two building signs – one for Richards Ohio Maple Equipment, which will be at the entrance toward the rear of the building, and one for Maple Country Meats, which will be at the front portion of the building.

There were no public comments regarding the proposed signage. Mr. DeMarco moved to approve the proposed ground sign and building signs, as presented, at 7955 Euclid Chardon Road. Mr. Laux provided the second. Upon roll call vote, the motion passed 5-0 (Ayes – Blum, DeMarco, Laux, Vinciguerra and Denk; Nays – None).

Auntie Tam – Application for Sign Permit at 9183-B Chillicothe Road

Applicant Curtis Banks was present in this regard. It was noted that the unit is the former location of “Fresh Bowl”. The application is for a 22.5 sq. ft. building sign.

There were no public comments regarding the proposed sign. Mr. Blum moved to approve the proposed building sign, as presented, at 9183 Chillicothe Road, Unit B. Mr. DeMarco provided the second. Upon roll call vote, the motion passed 5-0 (Ayes – Blum, DeMarco, Laux, Vinciguerra and Denk; Nays – None).

TABLED REQUESTS

Church of Jesus Christ of Latter-day Saints – Application for Conditional Use Permit for Proposed Museum Use and Preliminary Development Plan at 8980 Chillicothe Road

Mr. Lallo advised that he talked with one of their real estate partners in Utah, and they are working with Lake County Port Authority regarding a small parcel of land to acquire. Mr. Courtney stated he received a preliminary layout, noting they will be moving forward soon. The matter remains tabled.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

WORK SESSION:

Communications and Bills

1. City Council Meeting Minutes – September 29, 2021 Finance Committee Meeting; October 4, 2021 Finance Committee Meeting and Council Meeting; October 7, 2021 Special Council Meeting; October 18, 2021 Finance Committee Meeting and Council Meeting; and October 20, 2021 Special Council Meeting.
2. Board of Zoning Appeals Minutes of August 25, 2021.
3. Board of Zoning Appeals Notices of Decision – Appeal No. 21-10, No. 21-11 and No. 21-13.
4. Zoning Permits Report – October 1, 2021 to October 31, 2021.

Old Business

1. Alternative Energy Ordinance (No. 18-O-31) – Mayor Potter advised he corresponded with Mr. Godwin yesterday, noting that Mr. Godwin is also working on sustainability for the City's gas and electric; he has not yet made recommendations relating to the Ordinance.

New Business

1. Chairman Denk requested that the members bring their calendars to next month's meeting in order to propose some meeting dates for the combined meeting with City Council in January.

Adjournment

There was no further business before the Commission, and Mr. DeMarco moved to adjourn. Mr. Blum provided the second, and the motion passed upon unanimous vote. The meeting adjourned at 7:24 p.m.

CHAIRMAN

SECRETARY