

CITY OF KIRTLAND
MINUTES OF COMBINED MEETING
JANUARY 12, 2026

PLANNING AND ZONING COMMISSION
CITY COUNCIL
BOARD OF ZONING APPEALS

The meeting was called to order at 6:35 p.m. by Planning and Zoning Commission Chairman Michael Denk. The following Planning and Zoning Commission members were present: Michael Denk, Lita Laven, Frank Lyon, Richard DeMarco and Jason Bridges.

The following Council members were present: Ronald Fenstermaker, Scott Haymer, Joseph Smolic, Julie Symonds, and Suzanne Grazia. Absent: Matthew Schulz and Eric Ziegler.

Present from the Board of Zoning Appeals: James Palec and Rich Lowery. Absent: Mark Bailey, Denise Quiggle, and James Davis.

Administrative personnel present: Mayor Kevin Potter, Assistant Law Director Mark Marong, City Engineer Douglas Courtney and Service Director Joseph Fornaro

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Planning & Zoning Commission Chairman Denk reviewed the 2025 Planning & Zoning Commission highpoints by use of a PowerPoint video which was projected on the screen in Council Chambers.

The committee received an overview of various development projects in Kirtland from the previous year. Key projects mentioned included:

1. A nursing home development on the corner of Rt. 6 & 306;
2. Dominion Enbridge gas facility project, which was praised for good collaboration with residents;
3. Pumpkinville development – 9337 Chillicothe;
4. Casa Rosa's final development plan;
5. MJ Group offices in the town center area, with hopes to increase pedestrian traffic downtown;
6. Signature Health's purchase and move into the Holden building;
7. East Shore Church's new sign installation; and
8. Storage condos development at 8520 Euclid Chardon Road.

Mr. Denk noted that only four sign applications were processed during this period.

Work Session

Communications and Bills

1. Council Meeting Minutes December 1, 2025
2. Council Meeting Minutes December 15, 2025
3. Zoning Permits Report – December 1, 2025 – December 31, 2025

Old Business

Short Term Rental Discussion/Legislation-Chapter 1267 Short Term Rentals

The committee continued ongoing discussions about short-term rental regulations. The committee indicated they were not looking to completely prohibiting short-term rentals but were working on appropriate regulations. Mr. Lyon presented suggested aspects he would like considered for any proposed legislation. Jason Bridges was acknowledged for doing "an awesome job" by the committee and bringing good experience to the issue.

New Business

No new business was discussed.

Next Meeting

The next meeting was scheduled for February 9, 2026 at 7:00 p.m.

Adjournment

There was no further business before the Commission, and Richard DeMarco moved to adjourn Frank Lyon provided the second, and the motion passed upon unanimous vote. The meeting adjourned at 8:30 p.m.



Chairperson



Secretary