

CITY OF KIRTLAND
PLANNING AND ZONING COMMISSION

MINUTES OF THE MEETING
WORK SESSION
MARCH 11, 2024

The meeting commenced at 6:36 p.m. Present were Commission members Richard DeMarco, Michael Denk, Daniel Laux, Lita Laven and Joseph Vinciquerra.

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

There was discussion regarding the proposed zoning map amendment scheduled for public hearing at tonight's meeting. Mr. Marong noted that the Commission will make a recommendation to City Council, and Council will vote on whether it should be placed on the ballot. He noted that a 55 percent majority vote is required for passage on the ballot. With regard to the concept development plan, it was noted that sewers will be needed for the proposed lot sizes. Mr. DeMarco questioned whether the Commission should consider changing the zoning district without knowing whether sewers can go forward for the development. Mayor Potter noted that the City is working with the Lake County Department of Utilities with a goal of extending sewers to Route 6. Discussion ensued.

Mr. Marong reviewed the time frame outlined in Section 1299.03, noting that the Commission must act within 45 days of the application being filed with the Zoning Inspector, unless the applicant agrees to an extension. He advised that the Commission can approve the application, approve it with modifications, or deny the application; the Commission's recommendation will go to Council.

With regard to the concept plan, Mr. Courtney noted that sublots 9 through 11 are close to the top of the bank; he said that soil borings and a slope stabilization study will need to be done. Mr. DeMarco noted that the houses on sublots 18, 19 and 31 would be very close to Route 306. Mr. Marong said the Commission should make sure that no variances would be needed for this plan. Mr. Courtney noted that the plan meets the requirements for R-1 zoning.

The Commission reviewed the other items on the agenda. It was noted that the Commission needs to approve the revised sign at 9378 Chillicothe Road for Crowley's since it is a different sign than the one approved last month. It was noted that the proposed playground equipment at 9304 Chillicothe Road meets the zoning requirements; a zoning permit is needed since they are accessory use structures. With regard to the Dominion conditional use permit application and preliminary development plan, Mr. Marong advised that the conditional use permit should be held until the final development plan is submitted, since it is located in a residential neighborhood.

There was no further discussion, and the meeting adjourned upon unanimous consent of the Commission members at 6:59 p.m.

CHAIRMAN

SECRETARY