

**PLANNING AND ZONING COMMISSION
MEETING MINUTES
Mayfield Village
July 16, 2020**

The Planning and Zoning Commission met in regular session on Thurs, July 16, 2020 at 6:00 p.m. **remotely, via electronic means.** Chairman Syracuse presided.

Roll Call

Present:

Mr. Vetus Syracuse	Chairman
Dr. Sue McGrath	Chairman Pro Tem
Mr. Jim Farmer	
Mr. Paul Fikaris	
Mr. Jim Kless	

Also Present:

Ms. Kathryn Weber	Law Department
Mr. John Marquart	Economic Development Manager
Mr. Tom Cappello	Village Engineer
Ms. Deborah Garbo	Commission Secretary

Absent:

Mr. Allen Meyers	Council Rep
Ms. Jennifer Jurcisek	Council Alternate
Mayor Bodnar	
Mr. John Marrelli	Building Commissioner

This meeting has been duly noticed and is being held in accordance with Ohio Revised Code Section 121.22 specific to recent amendments made in light of the current COVID-19 declared emergency (House Bill 197). Under the orders of Governor DeWine and the Director of Health of Ohio, the Planning & Zoning Commission is meeting remotely, via electronic means.

The public was invited to view the meeting live and can access the meeting through a link posted on the Mayfield Village website at www.mayfieldvillage.com. The public was encouraged to view this meeting agenda and offer any comments or questions prior to the meeting to be read into the record and addressed at the meeting.

PROPOSALS

- 1. Lot Split & Consolidation Plat**
Center School & Old School House Building
6625 Wilson Mills Rd.
ThenDesign Architecture
- 2. Lot Line Change -Island Lots**
Montebello Subdivision
Highland Rd

OPEN PORTION

Chairman Syracuse states, this is a workshop meeting of the Mayfield Village Planning & Zoning Commission, Thurs, July 16, 2020 via Zoom. We have two proposals before us tonight. We're not going to be taking a vote, that'll be at our next regular meeting scheduled for Mon, Aug 3rd at 6:30 pm.

**Center School & Old School House Building
6625 Wilson Mills Rd.
Lot Split & Consolidation Plat**

Chairman Syracuse said, the first proposal before us is the lot split and consolidation plat for Center School and the Old School House building, 6622 Wilson Mills Rd. Whoever is on, on behalf of the applicant, if you could please state your name and address before you give any testimony tonight.

Vince Kuns with TDA Architecture introduced himself. I'm currently in Wickliffe, but TDA is in Willoughby.

Steve Nedlik, Asst Superintendent of Operations with Mayfield Schools introduced himself.

Chairman Syracuse said, please go ahead and explain what's going on here. Tom Cappello, please feel free to jump in and I'd like some comments from Mr. Marquart as well.

Vince Kuns states, as you've seen a number of times already, this lot split is to separate out the Old School House that's out on SOM from the main parcel that cuts into Center School. Additionally as part of this, there's also a secondary lot split at the north end of the property that abuts to the Village's lot back there, along the path.

Chairman Syracuse said, we have a memorandum from John Marrelli, our Building Commissioner saying that he's reviewed the zoning code pertaining to Section 1169; Small Office Building District, which is the new zoning for this property.

Memo by John Marrelli;

Because the Old School House is actually 2 ½ stories, a height variance will be required.

Section 1169.04 Regulations; refers us to Chapter 1165 for other than height requirements.

As it is proposed, besides the height variance, two yard setback variances will be required based on the table in 1165.05 (a);

Proposed Front setback	57.87 (avg 57.6)
<u>Required</u>	70'

Proposed South setback	12.43 to 12.49
<u>Required</u>	30'
Proposed North setback	30.67
<u>Required</u>	30 (O.K.)
Proposed Rear yard	61.5 to 62.2
<u>Required</u>	30 (O.K.)

Chairman Syracuse said, so the variances are going to be needed for the accomplishment of this lot split, just to make the Members aware. I believe that'll come before the Board of Zoning Appeals for those variance requests. That's not before us today. But anything we would do when we take a vote would be subject to those variances being granted, being approved.

Chairman Syracuse said, we also received something from Mr. Marquart. John, if you'd like to give us your take on this.

Mr. Marquart replied I can, thank you Mr. Chairman. What's before the Commission this evening and again in two weeks is essentially the legal mechanism to legalize a) what's already been happening at the property. In other words, the Old School House being used as something other than a School House and b) The transferring of surplus land from the School District to the Village. So, the lot split and the lot consolidation are simply necessary mechanisms in order to make these things happen with the absolute acknowledgment that some variances are going to be necessary and Mr. Marrelli has spelled those out. The way the Administration views it, we're very supportive. These are simply hurdles that need to be jumped in order to reach the finish line that the voters approved prior to this point back in March. The Administration is supportive and we don't think the variances are too onerous. We're definitely in support of the proposal.

Chairman Syracuse said, thank you. Mr. Cappello you also had some comments that we received a memorandum for, if you want to make some comments on this.

Mr. Cappello said, basically there's a 10-inch storm sewer which runs along the western part of the property, Parcel "B" which is the School House that may require an easement. Also, the drawing shows (3) overhead utility lines from the remaining Mayfield Board of Ed property to the Old Center School building that may also require an easement.

Chairman Syracuse said, when we do take a vote at our next regular meeting, it would have to be contingent on these easements being issued.

Mr. Cappello said, the storm sewer is the only one, I'm not sure if they need an aerial one. That would be something the School Board would need to verify.

Steve Nedlik replied, I'll bring that up to Dr. Kelly and the School Board. I'm not too concerned about the overhead lines. I'll have that addressed before the next meeting.

Chairman Syracuse asked Katie and the rest of the Members if they have any questions or anything they'd like to add.

Ms. Weber said, I'm sure the Board recalls previously seeing these plans about one year ago. I think we all determined that is was a better order to move forward with the rezoning prior to dealing with the lot split and consolidation. This allows the Village to acquire a piece of the property which is going to be an exchange for two other pieces of property as well. That arrangement is being worked on as well.

Chairman Syracuse asked, any other questions or discussion?

There was none.

NEXT STEP

Chairman Syracuse said, the next regular scheduled meeting is Mon, Aug 3rd at 6:30 pm. We'll be taking a vote at that time.

**Montebello
Highland Rd. Subdivision
Lot Line Change – Island Lots**

Chairman Syracuse said, the second proposal is a lot line change for island lots for the Montebello Subdivision. Before we go into this one, I do want to share that we did receive an e-mail addressed to our secretary Debbie Garbo from resident Stivo DiFranco located at 6580 Highland Rd., Mayfield Village, Ohio. He wanted this to be read into the record;

“The proposal for island lots is to change in some manner the use of the Montebello property from a planned residential development that included requirements and agreements specified in a development agreement with Mayfield Village. If the proposal is inconsistent with the development agreement, the applicant must clearly define the change and if required, by ordinance, charter or agreement, be agreed to by the Village residents.

Since no information for residents to evaluate this proposal is available prior to the meeting, concerned residents may have no way to object to the proposal. Please be sure that the applicant fully describes the intent and changes proposed as changes to the development have already occurred with little to no available input from residents.”

**Stivo Di Franco
6580 Highland Rd
Mayfield Village, Ohio 44143**

Chairman Syracuse said, I wanted to get that into the record. Whoever's here to present on this, if you could please state your name and address.

Chris Skoda, 6317 Kenarden Dr. Highland Hts, Ohio 44143 introduced himself.

Chairman Syracuse said, Katie if you want to chime in and respond to the correspondence we received from Stivo DiFranco, in how this might be any different from what was proposed and agreed to in the Development Agreement with Mayfield Village.

Ms. Weber said yes, I reviewed the changes that are being proposed tonight as well as the terms of the Development Agreement that was approved prior to beginning this project. I would say the changes are rather minor variations from the final Development Plan that you recommended to Council to approve and Council approved. There are not major variations in that final Development Plan and none of these proposed changes impact or go against any of the agreed terms that was provided in the Development Agreement.

Mr. Cappello said, I would agree with Katie. The only changes to the lots are just to accommodate potential house design. There's nothing that goes against the intent of what was approved, they are just minor variations.

Chairman Syracuse said, John Marrelli has provided us with a memorandum;

Memo by John Marrelli;

The applicant wishes to gain approval to amend the plat which was previously approved by the Planning Commission in two areas;

1. To relocate several property lines to facilitate proper setback spacing of several homes without requiring variances.

The sublots affected are;

N. Cobblestone lots 42 through 47

S. Cobblestone lots 36 through 41

+ 24 & 25

2. To allow part of the approved landscape mounding on the west property line, near the freeway wall to be higher than originally proposed and to add mounding, north of Sublots 1 & 2 at the drive entrance.

The purpose of which improves the view by blocking some First Energy facilities and electrical equipment, as well as providing landscape screening at the N. West corner near the intersection.”

Chairman Syracuse said, Mr. Skoda if you could comment on these changes please.

Chris Skoda explained, what we found when we looked at the plat, wish we would have done it sooner, but we needed to adjust some of the island lots because the end lots 41 & 42 were just shy one foot from what we needed to put the proposed model that we were going to build there.

We didn't catch that the first time we filed the plat. We only needed 70' on most of the island lots 37 - 40 and-

Ms. Weber said, Chris I'm sorry I don't want to interrupt, but could you clarify when you say 'island lots', what are you describing?

Chris Skoda replied, the inner lots of North & South Cobblestone Rd. Some of the inner lots, specifically 37 - 40 and 43 - 46, they ended up getting a little larger which shrunk down our end lots on both ends. The proposed models that you had, all of a sudden didn't fit that when we sat down and started working on it. We needed to shift lots 37 - 40, and 43 - 46. We shifted those around one foot each way. That ended up freeing space in the two end lots to accommodate the proposed model we had shown previously. It's a very minor change.

Chairman Syracuse asked, how many total units will there be?

Chris Skoda replied, still 52, always was, we're not trying to add anything.

Chairman Syracuse said Tom, in your memorandum, you mentioned something about the street lights.

Mr. Cappello comments on the **Final Grading Plan**;

- The addition of an earth mound located at the northwest corner of the development from the First Energy power line right-of-way east to the subdivision entrance. The developer has provided a sight distance study which shows that this mound will not interfere with motorist sight lines.
- An expansion of an earth mound is proposed to be installed in the southwest corner of the development onto the First Energy power line right-of-way.

The vehicles would have a clearer distance to see what's coming over the freeway, so that's fine regarding the grading. And I have no problem with what they're doing in the southwest corner, the larger mound on CEI's property.

Mr. Cappello said, on the **Street Lights**, originally the proposal was to put a lamp post at each house as the houses were built. Skoda Construction decided they would now like to install street lighting along the roadway, similar to the same light pole that is installed along SOM Ct, instead of individual property lamp posts. I believe there's about 10 of them. The Administration as well as myself prefer the street light poles as opposed to the lamp posts because they'll all be installed at one time. This may take a few years for this development to fill in. The lamp posts would only have been constructed as the houses are constructed, so it would have been a hodge-podge of lighting from the street. So, the street lighting is much more desirable. Originally, the Development Agreement mentioned lamp posts. This is an improvement.

Chairman Syracuse said, if the Administration approves of that and it's in compliance with the Development Agreement, the only two issues we'd be voting on at the next meeting would be to relocate the property lines for the proper setbacks spacing and the approved grading plan with

the landscape mounding being higher. There are no other substantial modifications to the original plan that was approved and voted on with regard to what was entered into in the Development Agreement with the Administration, correct?

Chris Skoda said, I would just say I'm not sure if there was anything in the Development Agreement on how we were going to light it. As Tom said, this is an improvement. It'll light up the neighborhood for the next couple of years. Otherwise, if it took us 3 years to build every house, we wouldn't have lights on any lots until they were built.

Chairman Syracuse said, I'm just taking a look through the Development Agreement to see if it was there. But, if it's in compliance and our Law Department agrees and there are no issues and it's actually an improvement, that's all good stuff.

Chairman Syracuse asked, does anyone have any questions or comments?

There were none.

NEXT STEP

Chairman Syracuse said, the next regular scheduled meeting is Mon, Aug 3rd at 6:30 pm. We'll be taking a vote at that time. Everyone stay safe, stay healthy.

There being no further business, the meeting adjourned at 6:25 p.m.

Respectfully Submitted,

Deborah Garbo, Executive Assistant, Building Department