



**PLANNING DEPARTMENT**

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**WESTLAKE PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
FEBRUARY 3, 2020**

Present: Chairman Brad Lamb, Lynda Appel, Phil DiCarlo, Lauren Falcone, Duane Van Dyke

Also Present: Planning Director Jim Bedell, Assistant Planning Director Will Krause, Law Director Michael Maloney, Clerk of Commissions Nicolette Sackman

Discussion of agenda items and fact finding was conducted at 7:00 p.m. The regular meeting was called to order at 7:30 p.m. by Chairman Brad Lamb.

**APPROVAL OF MINUTES**

Mrs. Falcone moved, seconded by Mr. DiCarlo to approve the minutes of the regular meeting of January 6, 2020.

ROLL CALL ON APPROVAL:

Yeas: Lamb, Van Dyke, Falcone, Appel, DiCarlo

Nays: None, motion carried

**COUNCIL REPORT**

Mrs. Appel reported on council matters.

**OLD BUSINESS**

**Ordinance 2019-76 rezoning south side of Center Ridge Rd west of Crocker Rd., PP#217-26-012 & 007, from R-1F-80 District to R-MF-24 District, ref. 5/17/19, rep. P. Vincent, Ward 6 – tabled 6/3/19, 7/1/19, 8/5/19, 9/9/19, 10/7/19, 11/11/19, 12/2/19 tabled to the 2/3/2020 meeting – extension of time granted to 3/15/20**

Mr. Hoffman reviewed the request noting the applicant wished to revise the rezoning to R-MF-40 which allows less density than R-MF-40. He explained that R-MF-24 permits three story apartments, which is not the intent of the applicant. R-MF-40 permits townhouses, clusters, and single family. The conceptual plan is to develop townhouses along the front of Center Ridge Road and cluster homes to the rear, adjacent to the single family property.

Mr. Bedell reviewed his staff memo explaining the difference between R-MF-40 zoning and R-MF-24 zoning and required setbacks in between cluster units that need to be adjusted. He advised what is shown is a conceptual plan to show the feasibility of how the property could be developed if rezoned and in the future a development plan is required. At that time notification

of the development plan will go out to residents. The current proposal is a request to rezone the property.

The following residents were present: Mr. Gene Bernard, 29995 Sequoia Trail; Mr. Ken Didion, 29910 Sequoia Trail; and Mr. Tony McNamara, 29880 Sequoia Trail. Comments and concerns expressed were: this will change the character of the neighborhood; residents moved there and looked at the surrounding zoning which was single family which is what they thought they were buying a home next to; does this proposal fit in with the Center Ridge Corridor Study Master Plan; put single family homes in as it is currently zoned; there are currently traffic issues and more development of townhomes will bring even more traffic; there will be a negative impact on the neighborhood and the proposal is unfair to existing homeowners on the single family properties; please consider the current residents who built single family homes next to what they thought would be single family; even if the zoning request is amended there are still issues; there is a lot of history in the neighborhood regarding development and long standing drainage issues; the retention basin on Crocker Road has helped but soon there will be more homes developed in Crocker Woods Clusters and now this proposed development; understand that property owners and the applicants have rights; there is the need for single family cluster homes but there is also the need for single family homes; and what is the reason why this rezoning is needed other than for the developer's financial gain.

Members of the commission discussed they would like to see a layout with single family lots on the property as currently zoned. Mr. Hoffman explained there are configuration layouts to consider based on the size and shape of the property as a single family subdivision would require a public street, which might create an odd configuration and be difficult to access. He can review options to present to the commission. He noted the front of the parcels are already zoned R-MF-24. His understanding is that R-MF-40 zoning was preferred over R-MF-24 zoning. Mr. VanDyke felt a 30' rear yard setback may not be desirable and a larger rear yard setback may be preferred. The commission would also like to take into account the Center Ridge Corridor Study Master Plan, which Mr. Bedell advised is in the beginning stages and may take the rest of the year to complete. Mr. Bedell reviewed the timeline for the proposal to go on the ballot since it is an increase in density verses the current single family zoning.

**Motion:** Mrs. Falcone moved, seconded by Mr. DiCarlo to table Ordinance 2019-76 to the March 2, 2020 meeting.

ROLL CALL ON APPROVAL:

Yeas: Lamb, Van Dyke, Falcone, Appel, DiCarlo

Nays: None, motion carried

**Market Square, Development Plan (building addition),  
239 Market St., PP# 211-24-003 & 004, rep. B. Garrett,  
Ward 5 –tabled 11/11/19**

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Mr. Garrett, architect, explained the addition has been revised since the previous meeting and showed before and after renderings. The roof was revised to provide more screening from Vine St.; Spruce trees and landscaping were moved; the loading and unloading entrance was redesigned to have a landscape island in front to help screen the view of trucks; the loading zone will have one way access to the rear of the building where the addition is located; the façade

facing Vine Street was revised by removing the large doors and replacing them with storefront style doors; and the depth was reduced by 8". Mr. Bedell reviewed his staff memo and discussed the planting material to be installed in front of the drive along Vine St., which match existing trees planted in Crocker Park.

The following residents were present and made comments: Scott McAllister, 172 Vine St.; Mr. Froch DiLalla, 152 Vine St.; and Mr. Ira Grossman, 203 Ashbourne. Comments and concerns that were expressed were: questioned if the building was taller; there are no sidewalks on Market for people to access the building, or parking garage, so people park on Vine St., Early, and everywhere; there isn't any ADA parking for the building; there is only one walkway for many people to access the building; additional sidewalks should be installed; it would be preferred if the addition was placed on the north side of the building along Early rather than Vine St.; the materials were questioned and reviewed; trucks are not the only vehicles that use the loading driveway; concerns supply trucks will continue to park on the street; parking is not enforced; the plants to provide screening are not enough; the two door were better than the previous plan; concerns the proposal does not resolve any of the existing issues; removing 8" off the building does not solve anything; concerns with hours of operation, traffic and noise; the proposal is not as nice as the original building façade as now it looks like the rear of a building; and it questioned if reducing the interior space was considered rather than building an addition. A letter was submitted by Brad Reis, 160 Vine Street, who was not present.

Mr. Garrett and Ms. Tina Roberts Stark Enterprises Vice President of Commercial Operations, addressed concerns raised. They noted that security has been hired to enforce parking and loading issues and direct visitors to the parking garage. The majority of the time the facility is not used late into the evening. The interior space cannot be reduced to accommodate the warming kitchen, as that would decrease the functionality of the building, the configuration would not work, and it would defeat the purpose as an event hall.

The commission discussed the proposal at length and reviewed various options for the addition such as relocating it to the north of the building, changing the driveway design, and redesigning the addition. The issue with relocating the drive so it is accessed from a single curb cut from Vine St. is that vehicles would have to back in, resulting in the vehicle motion alarm beeping, which would be disruptive at various hours. Placing the addition along Early would remove an entire existing overhead door that consists of windows and would not function as well, as the storage area and kitchen are on the other side of the building along Vine Street. The addition is being designed to fit in with the existing layout of the building. After lengthy discussion it was decided that the proposed addition was the best option.

#### Findings of Fact

1. The proposal is necessary to provide needed storage and a warming kitchen for catered events.
2. The architecture of the addition and new landscaping closely matches the existing in design and materials.
3. The only zoning modification required is for the driveways to be wider than 24' as required in 1221.11.

**Motion:** Based upon the findings of fact Mrs. Falcone moved, seconded by Mr. DiCarlo to recommend approval of the Market Square, Development Plan (building addition) with the following modification and condition:

1. A modification is granted for the driveways to be wider than 24’.
2. Approval is subject to comments in Part III of the 1/29/20 staff report and approval of the final plans by the Building and Engineering Departments in compliance with the code and the ordinances of the City of Westlake; and, in the development process, should there be any changes necessitated by engineering requirements that visually alter the appearance of the development approved by the Planning Commission, the plan shall be re-submitted to the Planning Commission.

ROLL CALL ON APPROVAL:

Yeas: Lamb, Van Dyke, Falcone, Appel, DiCarlo

Nays: None, motion carried

**Ordinance 2019-127 code amendments to the sign code,  
1223.14(a) and 1223.18(c) ref. by council 10/17/19, tabled  
12/2/19**

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**Motion:** Mrs. Falcone moved, seconded by Mr. DiCarlo to table Ordinance 2019-127 to the March 2, 2020 meeting.

ROLL CALL ON APPROVAL:

Yeas: Lamb, Van Dyke, Falcone, Appel, DiCarlo

Nays: None, motion carried

**Westlake Community Services Center Site Improvements,  
28975 Hilliard Blvd., PP#217-06-033, rep. B Kelly, Ward 6**

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Mr. Kelly reviewed the traffic circle design. He advised the traffic circle will help create an entrance for the community center, provide wayfinding, and slow traffic. He explained how the traffic will move through the site. The traffic circle will be a 4-way stop traffic circle and signage directing people to the new Community Services Center will be provided. The circle will be landscaped and there will be no additional lighting.

Members of the commission discussed and reviewed the configuration, traffic flow, pedestrian walkway, signage, and the location of existing lights.

Findings of fact

1. The Engineering Department has proposed the traffic circle for wayfinding purposes to help people find the new Community Services Center.
2. No zoning modifications are required.

**Motion:** Based upon the findings of fact Mrs. Falcone moved, seconded by Mr. DiCarlo to recommend approval of the Westlake Community Services Center Site Improvements with the following conditions:

1. A landscaping plan will be submitted for administrative approval.
2. Approval is subject to comments in Part III of the 1/29/20 staff report and approval of the final plans by the Engineering Department in compliance with the code and the ordinances

of the City of Westlake; and, in the development process, should there be any changes necessitated by engineering requirements that visually alter the appearance of the development approved by the Planning Commission, the plan shall be re-submitted to the Planning Commission.

ROLL CALL ON APPROVAL:

Yeas: Lamb, Van Dyke, Falcone, Appel, DiCarlo

Nays: None, motion carried

**Keller Williams Realty Sign Plan, 2001 Crocker Rd.,  
PP#211-27-001, rep. B. Kunzen, Ward 5**

Mr. Kunzen, Brilliant Electric Sign, presented a proposal for a wall sign over the west entrance on the Gemini Office Building. He reviewed the material, colors and location of the sign. Mr. Krause reviewed his staff memo for the proposal, explaining the modifications necessary and that a waiver from the sign criteria is needed.

Findings of Fact

1. The newly proposed wall sign is located on the west side of the building over the entrance as shown in the approved sign criteria.
2. The approved criteria limits the sign in this location to 25.5' wide and 2.33' tall area (60 sq. ft. maximum).
3. The newly proposed wall sign brings the total of requested amount of signage allocated to this building to 116.69 sq. ft.
4. This sign will require a waiver from the criteria to be 28.7' wide and 66.84 sq. ft. in area. This sign will require a modification from the code for the building to have more than 112 sq. ft. (112' X 1) of total signage allocated to it.
5. The proposed sign will require a 4.69 sq. ft. sign area modification for this building. However, the corner Gemini building at 1991 Crocker Road was granted a modification to count two sides of the building and it has 54.61 sq. ft. (224 sq. ft. – 169.39 sq. ft.) of excess sign area with the granting of that modification. Therefore the amount of signage on the site still complies with code.

**Motion:** Based upon the findings of fact Mrs. Falcone moved, seconded by Mr. DiCarlo to approve the proposed Keller Williams Realty sign at 2001 Crocker Road with a waiver from the criteria and a 4.69 sq. ft. modification from the code with a condition that the extra 4.69 sq. ft. of sign area is re-allocated from the 1991 Crocker Road building sign area.

ROLL CALL ON APPROVAL:

Yeas: Lamb, Van Dyke, Falcone, Appel, DiCarlo

Nays: None, motion carried

**Westlake Shoe Repair Sign Plan, 24521 Center Ridge Rd.,  
PP#215-27-009, rep. A. Wincek, Ward 2**

Mr. Dure, sign contractor, explained the individual letters were administratively approved but they were seeking approval for the shoe logo. He presented drawings showing the shoe logo. Mr. Krause reviewed his review memo noting the criteria limits signage to individual letters and accessory capsule signs as long as the total square footage falls within the area permitted for the

individual tenant. The shoe logo needs a waiver from the criteria because the logo looks more like a mini box sign than a channel letter or the other capsule signs at the center.

Members of the commission discussed the proposal and questioned if another design could be created because the shoe is not very distinguishable but did not object to the proposal. Mr. Dure explained the shoe is the logo for the business. If the “Westlake” letters are removed from the logo and become individual letters with a separate shoe logo, than additional square footage will be required.

#### Findings of Fact

1. Westlake Shoe Repair is a new tenant at Walridge Square and is allowed up to 24 sq. ft. of sign area under the approved Walridge Square sign criteria.
2. The criteria limits signage to individual letters and accessory capsule signs as long as the total square footage falls within the area permitted for the individual tenant.
3. On 1/17/19 the 15 sq. ft. of the sign which consists of white individual letters was administratively approved.
4. The 7.13 sq. ft. shoe logo needs a waiver from the criteria because the logo looks more like a mini box sign than a channel letter or the other capsule signs at the center.

**Motion:** Based upon the findings of fact Mrs. Falcone moved, seconded by Mr. DiCarlo to approve the proposed Westlake Shoe Repair sign with a waiver to allow the logo to be the equivalent of a capsule sign.

ROLL CALL ON APPROVAL:

Yeas: Lamb, Van Dyke, Falcone, Appel, DiCarlo

Nays: None, motion carried

#### **Ordinance 2020-7 Conditional Use Permit for a fitness use (Par 5), 909 Crocker Rd., 211-14-002, rep. M. Kovesdy, Ward 3, ref. by council 1/16/2020**

Mr. Tim Newman, Par 5 Performance, was present and explained he is seeking a conditional use permit for an indoor golf development and fitness facility. Mr. Bedell reviewed his staff memo explaining they will lease 5,000 sf of this 33,000 sf office/warehouse building. The remaining space in the building is utilized by Party Animal Inc. for their office and warehouse. Of the 5,000 sf, 2,200 sf will be utilized for their performance studio with the remaining 3,800 sf being for golf simulators and physical training. Other activities already in the building include education clinics on mental training and preparation and events and presentations from golf professionals and coaches.

This location was selected because of the size of the building and ceiling height, in addition to the many locational advantages being only ten to fifteen minutes from the following golf clubs: Westwood, Lakewood, Avon Oaks, Red Tail Valley of the Eagles, Sweetbrier, Hilliard Lakes, Meadowood, Big Met, Mastic Woods, Little Met and Spring Vale. He reviewed the parking spaces available and what will be used (8 for this use). If parking becomes an issue, there is ample room at the rear of the property for the development of additional spaces with Planning Commission approval as a site improvement at a future meeting.

Findings of Fact

1. The proposal is a permitted conditional use in the Exclusive Industrial District.
2. No zoning modifications are required
3. There is ample room on the site to develop more spaces if needed to meet parking needs.

**Motion:** Based upon the findings of fact Mrs. Falcone moved, seconded by Mr. DiCarlo to recommend approval of Ordinance 2020-7 with the following condition:

1. If there are not enough spaces to satisfy the parking needs of both tenants, additional parking will be developed in accordance with an approved site improvement plan.

ROLL CALL ON APPROVAL:

Yeas: Lamb, Van Dyke, Falcone, Appel, DiCarlo

Nays: None, motion carried

**Trader Joes Sign Plan (awning), 175 Market St., PP#211-24-307, rep. D. Detar, Ward 5**

Mr. Detar, sign contractor, was present and explained the applicant wishes to replace their existing awnings that have faded and are deteriorating. The Trader Joes corporate color is more of a red than the exiting awning so they are seeking approval as submitted. Mr. Krause reviewed his staff memo. The members of the commission did not have any objections.

Findings of Fact

1. Trader Joe's is replacing two red awnings with white lettering on the valances which match those that were originally approved in 2004 but have since faded.
2. Section 7.2 of the Crocker Park Mixed Use Area Sign Criteria and Master Sign Plan only counts the valance area with lettering toward sign area if the color of the awnings matches one of the storefront body or trim colors shown in the Color Palette found in Section 6.11 of the Crocker Park Mixed-Use Area Design Guidelines.
3. If the color of the awnings is a bright color not found on the Color Palette, Planning Commission can rule to count the whole awning as sign area or grant a waiver to consider the bright color as a storefront color.
4. When the awnings were originally approved Planning Commission did not specifically grant a waiver for the red color, it was described as burgundy but was shown as bright red on the drawings.
5. Planning Commission has granted waivers for awnings of a similar red color at Talbots and red on the façade of Express.

**Motion:** Based upon the findings of fact Mrs. Falcone moved, seconded by Mr. DiCarlo to approve the Trader Joe's replacement awnings as submitted with a waiver to consider the red color a body color.

ROLL CALL ON APPROVAL:

Yeas: Lamb, Van Dyke, Falcone, Appel, DiCarlo

Nays: None, motion carried

**MISCELLANEOUS**

None

**ADJOURNMENT**

Meeting adjourned at 10:00 pm. The next regular meeting is scheduled for Monday, March 2, 2020 in the Westlake City Hall Council Chambers.

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Chairman Brad Lamb

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Nicolette Sackman, MMC  
Clerk of Commissions

Approved: March 2, 2020

Items on the agenda can be found at:

<https://docs.cityofwestlake.org/redirectpage.aspx?planningagendas=02/03/2020>