



**PLANNING DEPARTMENT**

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**WESTLAKE PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
JUNE 6, 2022**

Present: Chairman Brad Lamb, Matt Jones, Duane Van Dyke, Lauren Falcone, Bonnie Smith  
Also Present: Planning Director Jim Bedell, Law Director Michael Maloney, Clerk of Commissions Nicolette Sackman

The regular meeting was called to order at 7:00 p.m. by Chairman Lamb.

**APPROVAL OF MINUTES**

Mrs. Falcone moved, seconded by Mr. Jones to approve the minutes of the regular meeting of April 7, 2022.

**ROLL CALL ON APPROVAL:**

Yeas: Falcone, Van Dyke, Jones, Lamb, Smith

Nays: None, motion carried

Mrs. Falcone moved, seconded by Mr. Jones to approve the minutes of the regular meeting of May 9, 2022.

**ROLL CALL ON APPROVAL:**

Yeas: Falcone, Van Dyke, Jones, Lamb, Smith

Nays: None, motion carried

**COUNCIL REPORT**

No new report.

**BUSINESS**

**Bay Corporation sign plan, 867 Canterbury Rd., PP#21304016, rep. R. Brady, Ward 1**

Mr. Mack explained the proposal is for a new monument sign for the applicant. The building is not very visible from the street so the applicant would like a monument sign along the street to identify where they are located.

Mr. Bedell reviewed his staff memo noting the parcel has two buildings with the applicant's building being located at the rear of the parcel behind the multi-tenant building. There is an existing monument sign for the multi-tenant building in front and the proposed sign would be a second monument sign on the property and for this applicant only. Members of the commission reviewed the placement and site plan.

**Findings of Fact**

1. The proposed sign requires a modification for a second freestanding sign.
2. It is an identification sign that also provides wayfinding to their building and parking lot similar to a directional sign.
3. The sign is inwardly focused with little visible from Canterbury Road.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Jones to approve the Bay Corporation sign plan with the following:

1. Modification for a second freestanding (monument) identification sign.

**ROLL CALL ON APPROVAL:**

Yeas: Van Dyke, Jones, Lamb, Falcone, Smith

Nays: none, motion carried

**Dixon Acquisitions site improvements, 25255 Center Ridge Rd.,  
PP#215826026, rep. M. Leszynski, Ward 2**

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Mr. Leszynski explained the proposal is to revise the façade of the existing building, which will be used as an office building. The overgrowth on the parcel will also be cleaned up. He reviewed the materials to be used and changes to the façade. Mr. Bedell reviewed his staff memo regarding the proposal.

Members of the commission discussed the proposed materials and would like to see the metal band on the building changed to a horizontal pattern rather than the vertical pattern presented. It was also desired for the building to be all one color rather than only the front façade brick painted. The existing fence may need to be replaced once the overgrowth is removed. It was also requested that the flag pole be a bronze color to match the building rather than a silver pole.

Findings of Fact

1. The proposal updates the look of the building and improves the site with new landscaping and parking lot refresh.
2. The only modification needed is to allow corrugated metal siding as an accent material on the building.
3. Any future signage or changes to exterior lighting will require Planning Commission approval.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Jones to recommend approval of the Dixon Acquisitions site improvements with the following:

1. Condition that the building is painted one color.
2. Condition the flag pole is bronze in color.
3. Modification to allow corrugated metal siding as an accent material on the building with a horizontal design approved administratively.
4. Condition that wall scones are limited to 4000k/800 lumens max and are dimmable.
5. Approval is subject to comments in Part III of the 6/2/22 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: Van Dyke, Jones, Lamb, Falcone, Smith

Nays: none, motion carried

**Corporate Circle Master Sign Criteria, Crocker Rd., PP#21126067, 68  
& 21129009, rep. R. Levitz, Ward 5, tabled 5/9/22**

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Mr. Levitz and Mr. Rubin explained the changes since the last meeting. The parking spot for the Mission BBQ vehicle has been moved to the side parking lot but the original proposed space along Crocker Road is still there. They would like permission to park the vehicle in the front parking space during certain holidays: 9/11, Veteran's Day, Armed Forces Day, Mother's Day and Father's Day. They would also like subject to the approval of the Planning Department, the dates may be substituted with other holidays with the strict condition that the total number of holiday dates still remain at a maximum of five (5) holidays during the same year.

Mr. Bedell reviewed his staff memo noting the vehicle is not just for decoration but is used for catering and will not always be on site. They would only use the front parking space five days a year and the remainder of the time it will be located in the side parking lot. He reviewed the parking plan and layout.

Majority of the members did not have an issue with the suggested five days or location of the parking spaces. Councilman Van Dyke was not in favor of the proposed parking locations and questioned if the vehicle can be parked closer to the dumpsters. Mr. Rubin explained that was not an option in order to secure the lease from the tenant and he did not have any room to negotiate and reviewed the parking locations.

Findings of Fact

1. The proposal is similar to the Crocker Park Master Sign Criteria, except that it is limited to a single three-dimensional display in an area that is designated specifically for it.
2. The Planning Commission determined that allowing the vehicle to be parked in a location visible from the

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public right-of-way per the limitations of the master sign criteria was acceptable.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Jones to approve the Corporate Circle Master Sign Criteria revisions with a modification from 1223.11 (l) to permit a vehicle with signage regularly and customarily used to transport persons or property for a business to be parked in a location visible from the public right-of-way in accordance with the requirements of this master sign criteria.

ROLL CALL ON APPROVAL:

Yeas: Jones, Lamb, Falcone, Smith

Nays: Van Dyke, motion carried

**Verizon Wireless storefront and sign plan, 2207 Crocker Rd. Suite B,  
PP#21126075, rep. E. Williams, Ward 5**

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Ms. Williams and Mr. Rubin reviewed the proposal for a storefront and sign plan. The building elevations, materials, window glass, pick up lockers and signage. Mr. Bedell reviewed his staff memo. He noted a modification is needed for one letter in the signage as it exceeds 36”.

Members of the commission discussed the proposal and would like to see more architectural and design details to add character to the storefront. Ms. Williams and Mr. Rubin reviewed options and will look at details that can be added and design of the cornice. The lights were discussed, which will be up lighting. It was questioned if halo lighting could be added to the wall sign to add character.

Motion: Ms. Falcone moved, seconded by Mr. Jones tabled the Verizon Wireless storefront and sign plan to the July 11, 2022 planning commission meeting.

ROLL CALL ON APPROVAL:

Yeas: Van Dyke, Jones, Lamb, Falcone, Smith

Nays: none, motion carried

**Nike Live storefront and sign Plan, 236 Main St., PP#21124308, rep.  
M. Farr, Ward 5, tabled 3/7/22, 4/4/22, 5/9/22**

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Mr. Farr advised the plans were revised so the overall square footage was reduced. The blue map background was presented with a solid darker color blue or a lighter blue and no longer had a gradient color. The darker blue was preferred by the tenant.

Mr. Bedell reviewed his staff memo noting the commission will need to determine if the map is signage or a public art mural. Commission members agreed the map was a mural and not signage. However, they were split on the blue color preference.

Findings of Fact

1. The storefront has a very plain design that is meant to showcase the vinyl with “artist figures,” blue background/map, and swoosh sign.
2. The blue background/map is a building mural.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Jones to recommend approval of the Nike Live storefront plan with the blue background/map approved as a building mural in the darker shade (Pantone 19-4035) blue color.

ROLL CALL ON APPROVAL:

Yeas: Jones, Lamb, Falcone, Smith

Nays: Van Dyke, motion carried

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Jones to approve the Nike Live sign plan with the following:

1. The Window changeable copy box sign is granted a waiver from the master sign criteria to be 10.2 s.f. and of a sign type that is not specified in the definition of window signs.
2. The window vinyl (“artist figures”) is granted a waiver from the maximum sign criteria to exceed 15% of glazing area and 10 s.f. max per structural bay.

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Yeas: Jones, Lamb, Falcone, Smith  
Nays: Van Dyke, motion carried

**Bahia Bowls sign plan (banner), 225 Main St., PP#21124302, rep. M. Farr, Ward 5**

Mr. Farr reviewed the proposal for a banner sign. Mr. Bedell reviewed his staff memo and advised the sign as presented is permitted per the master sign criteria, is smaller than it could be, and needs approval by the commission as it is a new sign. He noted there are other similar design banners within Crocker Park. Members of the commission discussed the proposal.

Findings of Fact

1. The proposed banner meets the requirements of the Crocker Park Master Sign Criteria.
2. No waivers or modifications are necessary.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Jones to approve the Bahia Bowls sign plan.

ROLL CALL ON APPROVAL:

Yeas: Van Dyke, Jones, Lamb, Falcone, Smith  
Nays: none, motion carried

**Fount LLC storefront and sign plan, 255 Main St., PP#21126302, rep. M. Farr, Ward 5**

Mr. Farr reviewed the storefront and sign plan. The proposed façade has an elegant design. Mr. Bedell reviewed his staff memo and members of the commission complimented the design.

Findings of Fact

1. The proposed storefront changes are in accordance with the Crocker Park Mixed Use Area Design Guidelines.
2. The proposed signage complies with the Crocker Park Sign Criteria except for the painted circle logo that is 5" larger than allowed (3'-5" height). The logo is in proportion with the masonry between the pillars and making it any smaller may make it too small to read.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Jones to recommend approval of the Fount storefront.

ROLL CALL ON APPROVAL:

Yeas: Van Dyke, Jones, Lamb, Falcone, Smith  
Nays: none, motion carried

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Jones to approve the Fount sign plan with the following:

1. Waiver from the Crocker Park Master Sign Criteria to allow the logo to exceed 3' in height.

ROLL CALL ON APPROVAL:

Yeas: Van Dyke, Jones, Lamb, Falcone, Smith  
Nays: none, motion carried

**Fabletics sign plan, 112 Main St., PP#21125004, rep. M. Farr, Ward 5**

Mr. Farr reviewed the sign plan for a banner style sign. Mr. Bedell reviewed his staff memo.

Findings of Fact

1. The proposed banner meets the requirements of the Crocker Park Master Sign Criteria.
2. No waivers or modifications are necessary.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Jones to approve the Fabletics sign plan.

ROLL CALL ON APPROVAL:

Yeas: Van Dyke, Jones, Lamb, Falcone, Smith  
Nays: none, motion carried

**Highland Consulting sign plan, 159 Crocker Park Blvd.,  
PP#21125004, rep. M. Farr, Ward 5**

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Mr. Farr reviewed the sign plan for a wall sign above the tenant space. Mr. Bedell reviewed his staff memo noting this is the only wall sign on the third floor. Members of the commission discussed the illumination and sign materials.

Findings of Fact

1. The proposed sign meets the requirements of the Crocker Park Sign Criteria for design.
2. The sign is the only one for the third floor and is adjacent to Highlands offices.
3. There is room for one more sign on this building elevation.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Jones to approve the Highland Consulting sign plan with the following:

1. Condition that illumination is in accordance with WCO 1237.07 with LEDs being dimmable and adjusted if needed.

ROLL CALL ON APPROVAL:

Yeas: Van Dyke, Jones, Lamb, Falcone, Smith  
Nays: none, motion carried

**Lands End South Lot Assembly, Silveridge Trail, PP#21111047 &  
048, rep. T. Valore, Ward 6**

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Mr. Valore explained the proposal is to assemble two lots into one lot. Mr. Bedell reviewed his staff memo noting there are no issues with the proposal other than the lot shape will be more square now when the two lots are assembled. Members of the commission discussed the proposal.

Findings of Fact

1. This lot assembly stems from the development of a new single-family home.
2. Modifications are related to the new lot being more square in shape than rectangular shape.
3. Modification may be granted pursuant to Chapter 1133.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Jones to approve the Lands End South lot assembly involving permanent parcel numbers 21111046 and 047 with the following:

1. A modification for lot depth to width ratio to be less than 1.4:1 and more square than rectangular in shape.
2. Condition that approval is subject to the plat meeting the requirements of the County and State as indicated in the Ohio Revised Code and approval by the Engineering Department in compliance with the code and the ordinances of the City of Westlake.

ROLL CALL ON APPROVAL:

Yeas: Van Dyke, Jones, Lamb, Falcone, Smith  
Nays: none, motion carried

**MISCELLANEOUS**

**Crocker Park F Surface Parking Lot, 130 American Blvd. and  
Crocker Park DSE Surface Parking Lot, 130 Market St.: request for a  
1 year extension of time. Planning commission recommended  
approval 5/10/2021 and city council approved 5/20/2021 for each  
parking lot.**

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Mr. Bedell advised a request for an extension of time was received and there are no changes to the previously approved plans.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Jones to recommend that Council approval an extension of time for the F Surface Parking Lot development plan to 5/19/23.

ROLL CALL ON APPROVAL:

Yeas: Van Dyke, Jones, Lamb, Falcone, Smith  
Nays: none, motion carried

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Jones to recommend that Council approve an extension of time for the Crocker Park DSE Surface Parking Lot development plan to 5/19/23.

ROLL CALL ON APPROVAL:

Yeas: Van Dyke, Jones, Lamb, Falcone, Smith  
Nays: none, motion carried

Mr. Bedell reported to the commission the various plans that had been administratively approved.

**ADJOURNMENT**

Meeting adjourned at 8:46 p.m. The next regular meeting is scheduled for Monday, July 11, 2022, 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: \_\_\_\_\_