



**PLANNING DEPARTMENT**

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**WESTLAKE PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
JULY 12, 2021**

Present: Brad Lamb, Nick Nunnari, Lauren Falcone, Duane Van Dyke, Matt Jones  
Also Present: Planning Director Jim Bedell, Asst. Law Director Regis McGann, 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. Van Dyke to approve the minutes of the regular meeting of June 7, 2021.

ROLL CALL ON APPROVAL:

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

Nays: None, motion carried

**COUNCIL REPORT**

Councilman Nunnari reported on council matters.

**OLD BUSINESS**

**Ordinance 2020-146 zoning code amendment to relocate 1216.03 footnote (i)(7) to new Section 753.04 - operating hours of drive-in/drive-thru facilities, ref. 12/17/20, 90-day extension of time (exp. 8/14/21), tabled 1/4/21, 2/1/21, 3/1/21, 4/5/21, 5/10/21**

Motion: Ms. Falcone moved, seconded by Mr. Van Dyke to table Ordinance 2020-146 to the August 2, 2021 meeting.

ROLL CALL ON APPROVAL:

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

Nays: None, motion carried

**Gales Garden Center Development Plan (greenhouse addition), 24373 Center Ridge Rd., PP#21410001, rep. R. Rouser, Ward 1, tabled 5/10/21**

Mr. Van Dyke recused himself from discussion. The applicant was not present.

Ms. Falcone moved, seconded by Mr. Nunnari to table Gales Garden Center to the August 2, 2021 meeting.

ROLL CALL ON APPROVAL:

Yeas: Nunnari, Falcone, Lamb, Jones

Nays: None, motion carried

**Ordinance 2021-30 Code amendment: 1211.04(B)(1) "Accessory Uses" of the Zoning Codes to fences, ref. 4/15/21, tabled 5/17/21**

Motion: Ms. Falcone moved, seconded by Mr. Van Dyke to table Ordinance 2021-30 to the August 2, 2021 meeting.

ROLL CALL ON APPROVAL:

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

Nays: None, motion carried

**909 Canterbury LLC (multi-tenant building), Master Sign Criteria,  
909 Canterbury, PP#21307040, rep. K. Kelly, Ward 1**

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Mr. Kelly explained he would like to revise the master sign criteria for the multi-tenant building. The tenants face I-90 and the building has frontage on Canterbury. The building will be fully leased and tenants want visibility from I-90. He reviewed the proposed sign criteria, which will change the overall amount of signage a tenant could have and meets the needs of tenants. He noted that there are tenants that are leasing multiple spaces, and the building is fully leased so there will not be as many signs. Mr. Bedell reviewed his staff memo reviewing the proposal and the existing signs on the building as well as the monument sign.

Members of the commission discussed the proposal, limitations, placement, height, area and would like to see a mock up rendering of what the building would look like with all the maximum signage. It was requested that information be provided pertaining to what other buildings have regarding signage facing I-90.

Motion: Ms. Falcone moved, seconded by Mr. Van Dyke to table 909 Canterbury LLC to the August 2, 2021 meeting.

ROLL CALL ON APPROVAL:

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

Nays: None, motion carried

**i.c. Scientific Solutions Sign Plan, 909 Canterbury, PP#21307040, rep.  
T. Tilberg, Ward 1**

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Mr. Kelly advised the applicant does not wish to change the color of the proposed sign as it is their corporate logo and is requesting the height be 48". Mr. Bedell reviewed his staff memo. The planning commission members discussed the proposal noting it should be tabled until the Master Sign Criteria is approved so they can see how everything on the building will look.

Motion: Ms. Falcone moved, seconded by Mr. Van Dyke to table i.c. Scientific Solutions to the August 2, 2021 meeting.

ROLL CALL ON APPROVAL:

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

Nays: None, motion carried

**Apartments at Vitalia Development Plan, 26695 Center Ridge,  
PP#21501042, rep. Lawrence Apple, Ward 2**

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Mr. Apple explained revisions to the plan since the last meeting: parking along Center Ridge was reduced by four parking spaces and a right turn out only lane is being provided onto Center Ridge; landscape along Westwood Blvd. was revised with additional spruce trees; the roof top air handling unit has been revised with units placed on the ground at a corner of the building. Mr. Bedell reviewed his staff report and the revisions made to the plans.

Members of the commission discussed the proposal and the use of the addition. Mr. Apple advised the addition is for rental apartments that are similar to other apartments within the city and are not part of the assisted living use. Anyone can rent one of the apartments. Services that may be offered are cleaning or meals that are delivered and the individuals residing in the apartments will not have access to the assisted living facilities. Mr. Apple stated there are state licensing requirements for assisted living facilities and the proposed is only a residential apartment open to anyone.

Findings of Fact:

1. Review of the lighting plan by the City's consultant has not been completed.
2. The conditions are typical for new development (e.g. administrative lighting review, mechanical protrusions, etc.), except that a condition is needed regarding the future use of the building for apartments and not for senior services.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Van Dyke to recommend approval of the Apartments at Vitalia Development Plan with the following:

1. Condition that lighting will be administratively approved or submitted to the Planning Commission if it does not comply with Section 1230.03.
2. Condition that any mechanical system protrusions from the walls or roof will be colored to match adjacent materials.
3. Condition that this building is not used as an assisted living, memory care, or independent living facility.
4. Condition that access where hallways connect to the existing building is limited to maintenance and housekeeping staff.
5. Condition that sound from the air conditioning condensers will be less than 50dB at the nearest residential lot line.
6. Condition that there is right turn out only to Center Ridge at the west drive and it is signed accordingly.
7. Approval is subject to comments in Part III of the 7/9/21 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, Nunnari, Falcone, Lamb, Jones

Nays: None, motion carried

**NEW BUSINESS**

**Crocker Woods Cluster Fee Simple Title Plat, Crocker Rd., rep. K. Hoffman, Ward 6**

Mr. Hoffman and Mr. Bedell (see staff memo) explained a revised Fee Simple Title Plat is being requested to increase the size of two fee simple title lots so the developer may market it for all of their housing product types.

**Findings of Fact:**

1. This fee simple title plat, for recording purposes, is being modified to allow the developer to market their entire line of homes for these lots.
2. While the proposal extends sublots 15 and 16 by 12', these sublots are still 20-30' outside of the Crocker Road setback with no zoning modifications required.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Van Dyke to recommend approval of the amended Crocker Woods Cluster fee simple title plat for recording purposes with the condition that the plat meets the requirements of the County and State as indicated in the Ohio Revised Code and final Engineering approval is subject to the review of the completed plat.

**ROLL CALL ON APPROVAL:**

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

Nays: None, motion carried

**St. Paul Lutheran Church Site Improvements (fence), 29981 Detroit Rd., PP#21219009 & 006, rep. R. Jozity, Ward 5**

Mr. Lynn (church representative) and Mr. Jozity (architect) were present. Mr. Jozity explained the request is to replace a fence along the property line that screens their parking lot. They wish for the fence to maintain the same visual height and since the grade drops, they needed to install a retaining wall that the fence will be located on. This makes the height over 6' even though the fence is only really 6' tall. From the applicant's side of the property the height is 6' but from the neighboring residential side it will be 8' due to the change in grade and retaining wall. The adjacent property owner is in favor of the request and a letter of support was provided. Mr. Bedell reviewed his staff memo.

Members of the commission discussed: the fence style; location; which side will face the neighbor; visual appearance; that there will be a gap at the bottom of the fence and the retaining wall that may need to have a barrier installed to prevent anything from getting stuck underneath the fence.

**Findings of Fact:**

1. The proposed fence requires a modification because the combined height of the fence and new retaining wall exceeds the 6' maximum height requirement.

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2. The neighboring property owner has provided a letter of support.
3. The performance measures in 1220.06 are met.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Van Dyke to recommend approval of the St. Paul Lutheran Church site improvements (fence) with the following:

1. Modification for the fence to exceed six feet in height.
2. Condition, if deemed necessary by the building department, that blocking will be added to the base of the fence.
3. Approval is subject to comments in Part III of the 7/8/21 staff report and approval of the final plans by the Building 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: Van Dyke, Nunnari, Falcone, Lamb, Jones

Nays: None, motion carried

**The Sis Kiss Sign Plan, 681 Dover Center Rd., PP#21301018, rep. R. Brady, Ward 3**

The applicant was not present.

Motion: Ms. Falcone moved, seconded by Mr. Van Dyke to table Sis Kiss to the August 2, 2021 meeting.

ROLL CALL ON APPROVAL:

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

Nays: None, motion carried

**Express / Express Men Sign Plan, 100 & 106 Main St., PP#21125004, rep. J. Briola, Ward 5**

Mr. Briola (sign contractor) and Ms. Boda (tenant representative) explained the proposal is to refresh the branding of the business and the previous red color used is being replaced with black. Therefore, the awnings and wall panel colors will be changed to black. The signs are also being updated to a new style/design with a reduction of overall square footage for the tenant space. Mr. Bedell reviewed his staff memo.

Findings of Fact:

1. The proposal meets the requirements of the Crocker Park Mixed Use Area Design Guidelines and the Crocker Park Master Sign Criteria.
2. There are no waivers or modifications required.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Van Dyke to approve the Express / Express Men sign plan with the condition that the interior illumination of the signs is dimmable and will be adjusted if needed to comply with 1223.07, Illumination of Signs.

ROLL CALL ON APPROVAL:

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

Nays: None, motion carried

**Life Storage Sign Plan, 1099 Bradley Rd., PP#21115009, rep. J. Gray, Ward 3**

Mr. Brown explained the request is to install two wall signs on the new building (Phase 2 building) that will be LED Face lit internal illumination channel letters that match the existing signage on the original building. Mr. Bedell reviewed his staff memo.

Findings of Fact:

1. The proposal does not require any zoning modifications.
2. The proposal is for the same design details as the wall signage approved in Phase 1.
3. The conditions placed on signage with the Phase 1 approval have been met.

4. This is a large site (720' Clemens Rd. and 226' Bradley Rd. frontage, 3.7 acres) with large buildings (Phase 1 –66,877 s.f., Phase 2 - 49,900 s.f.).

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Van Dyke to approve the Life Storage Sign Plan with the condition that the interior illumination of the signs is dimmable and will be adjusted if needed to comply with 1223.07, Illumination of Signs.

ROLL CALL ON APPROVAL:

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

Nays: None, motion carried

**Shinto Site Improvements (patio cover), 857 Columbia Rd.,  
PP#21308026, rep. L. Sampat, Ward 1**

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Ms. Corbo (architect) and Mr. Wall (business representative) explained the proposal is to cover the existing patio with a roof structure. They reviewed the design: it is modern; has a smaller footprint than the existing patio; will not interfere with the fireplace; nine tables will fit under the roof; the addition of string lighting and ceiling fans; gas heaters; and they presented material samples and renderings. Mr. Bedell reviewed his staff memo explaining the proposal. He advised the existing patio does not comply with the setback requirement and was granted a modification and the roof structure requires a modification, but it will not encroach as far into the setback as the patio, so should be acceptable. He discussed lighting, furniture materials and layout. Members of the commission discussed the proposal.

Findings of Fact:

1. Although the proposal requires a modification to encroach 8'-11' into the setback from Columbia Road, a 30' setback modification was granted for the entire patio when it was approved in 2005. Since it did not include the proposed roof structure, a new modification is required so it can also encroach.
2. Otherwise, code requirements are met except for roofing materials.
3. Operation of the patio must be in accordance with Chapter 707 of the Westlake Code of Ordinances.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Van Dyke to recommend approval of the Shinto Site Improvements (patio cover) with the following:

1. Modification is granted for the encroachment of the roof structure into the front yard setback and for the roof material to be of a dark bronze colored aluminum frame with translucent Acrylite®, acrylic panels.
2. Condition that the infrared gas heater units will be in a dark bronze color.
3. Condition that approval is subject to comments in Part III of the 7/8/21 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, Nunnari, Falcone, Lamb, Jones

Nays: None, motion carried

**All Metal Sales Site Improvements, 31060 Clemens Rd., PP#21103005,  
rep. M. Macrauld, Ward 3**

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Mr. Fant and Mr. Macrauld from AODK Architects were present to review the proposal. The building is being remodeled with a patio added to the exterior for employee use. The patio will encroach into the side yard setback, but it is the best and most logical location, being adjacent to the office. It will be screened with landscape and planter boxes. Mr. Bedell reviewed his staff memo explaining the proposal. He noted the red color being used on the building is very similar to a brick color and should not count towards signage.

Members of the commission discussed the proposal and were in favor of the proposed remodel.

Findings of Fact:

1. The proposed patio encroaches into the side yard setback and requires a modification. It is not likely to affect the adjacent neighboring property.
2. The performance measures in 1220.06 are met.

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3. The custom red color is similar to a brick red color and does not count towards signage.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Van Dyke to recommend approval of the All Metal Sales Site Improvements, with the following:

1. Modification to allow the patio to encroach into the side yard setback.
2. Condition that approval is subject to comments in Part III of the 7/8/21 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, Nunnari, Falcone, Lamb, Jones

Nays: None, motion carried

**Daray Law Development Plan (small addition), 26843 Detroit Rd.,  
PP#21310029, rep. G. Fischer, Ward 3**

Mr. Fischer explained the building is a house that was converted for a commercial use several decades ago and needs to be remodeled to be more functional. Properties on both sides of the building are commercial buildings. Mr. Fischer reviewed the addition, redesign and exterior materials. Mr. Bedell reviewed his staff memo.

Members of the commission discussed the following: accent lights, ADA ramp and architectural design elements.

Findings of Fact:

1. The proposal requires a modification to permit the west addition to encroach into the front yard setback.
2. The performance standards for modifications in 1220.06 are met.
3. All other zoning code requirements are met.

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Van Dyke to recommend approval of the Daray Law Development Plan (small addition) with the following:

1. Modification for the encroachment of the west addition into the front yard setback.
2. Condition that approval is subject to comments in Part III of the 7/8/21 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, Nunnari, Falcone, Lamb, Jones

Nays: None, motion carried

**Bahia Bowl Storefront, 225 Main St., PP#21124302 rep. C. Dixon,  
Ward 5**

Motion: Based upon the findings of fact Ms. Falcone moved, seconded by Mr. Van Dyke to table the Bahia Bowl Storefront to the August 2, 2021 meeting.

ROLL CALL ON APPROVAL:

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

Nays: None, motion carried

**MISCELLANEOUS**

None

**ADJOURNMENT**

Meeting adjourned at 9:40 p.m. The next regular meeting is scheduled for Monday, August 2, 2021, in the Westlake City Hall Council Chambers.

Chairman Brad Lamb

Nicolette Sackman, MMC  
Clerk of Commissions

Approved: \_\_\_\_\_