

SPECIAL JOINT SESSION

February 23, 2023

The Council and Planning Commission of the City of Chardon met in a joint Special Session on Thursday, February 23, 2023 at 6:30 P.M. in Council Chambers of the Chardon Municipal Center.

Heather Means, Vice President of Council, and Andrew Blackley, Chairman of Planning Commission, presiding.

The joint meeting opened with the pledge of allegiance and roll call.

Members of Council present: Andrew Blackley, Deborah Chuha, David Lelko, Kyle Martin, Heather Means, Daniel Meleski.

Members of Council absent: Christopher Grau

Members of Planning Commission present: Andrew Blackley, Robert Emmons, Lene Hill, Daniel Meleski, Mary Jo Stark, Colin Wantz.

Members of Planning Commission absent: Dean Peska

Others present: City Manager Randy Sharpe, Law Director Ben Chojnacki, Community Development Administrator Steve Yaney, Secretary Rebecca Repasky, City Engineer Doug Courtney, Kristin Hopkins.

**Regarding discussion of the Planning and Zoning Code update,** Kristin Hopkins, Manager of Planning Services at CT Consultants, continued the review of the code update by reviewing major changes to the commercial and industrial district regulations. This included:

1. Merging existing Chapter 1141 (Industrial District) with Chapter 1139 (Commercial District) to eliminate some duplication.
2. Eliminating the C-1 Restricted Commercial District which will require C-1 zoned property to be rezoned to C-3.

Mr. Blackley asked if there is a desire to preserve the Western Reserve Style character currently required in the C-1.

Ms. Hopkins stated that there is a design standards table in Chapter 1155 that is unchanged from the current code which can be discussed to see if there are any desired additions. In addition, the code mentions that Planning Commission can impose certain architectural features for the C-1.

3. Updating permitted uses and associated standards in Schedule 1139.03
  - Adds group homes small as a P\*
  - Adds allowance for single-family cluster infill and multi-family development in the C-4.

Mr. Blackley asked why not do this also in the C-3 where it would be adjacent to residential areas.

Mr. Yaney concurred that C-3 may be the more appropriate

district as a conditional use.

After some discussion, it was suggested that an allowance be made for both single family cluster infill and multi-family development as conditional uses in the C-3 and multi-family in the C-4.

Ms. Hopkins continued reviewing the updated schedule of permitted uses in Schedule 1139.03.

- Adds transitional supportive housing as a conditional use to the C-4 District with conditions to assure compliance with fair housing requirements.
- Updates regulations for retail, restaurants and personal services uses which are currently conditionally permitted in the Industrial District. The proposed changes in the code revised the uses to be a P or P\* to offer more market flexibility and adding appropriate development standards to reduce any adverse impact on neighboring industrial uses.
- Adds contemporary uses such as brew-pubs, micro-breweries, breweries and large format retail with supplemental regulations and definitions.

Mr. Blackley stated that the City established restrictions on the bottling of water for resale, and asked if a similar restriction should be put on brewery production due to the limited capacity of the City's wellfield.

Ben Chojnacki, Law Director, reviewed the City's existing restrictions regarding the bottling of water.

Mr. Blackley stated that the City could review the proposed production capacity during the review of the breweries' application.

After some discussion, it was determined that this topic could be explored further and brought back for discussion at the next meeting.

Ms. Hopkins reviewed the design guidelines which were consolidated and put in one location (Chapter 1155).

Mr. Yaney noted that the City's architect will provide his input on any new design elements that should be included in the design standards for the commercial district.

Ms. Hopkins reviewed the revisions to the parking requirements (Chapter 1151), noting that the changes were in an attempt to reduce standards that required more parking than is necessary. The revisions included:

1. Limited updates to the parking standards in 1155.09 to apply contemporary standards that recognize most codes require much more parking than is needed and to base standards as much as possible on gross floor area.
2. Allows a higher percentage of required parking spaces to be land banked.
3. Expands off-street stacking space requirements.
4. Revises parking lot design standards to reduce the bumper to bumper dimensions.

Mr. Blackley stated that while he supports the proposed reduction in parking spaces, it may become problematic for

large trucks.

Ms. Hopkins reviewed the revisions to landscaping, buffers and lighting requirements including:

1. Clarifies when landscaping standards must be met when an existing non-conforming lot is redeveloped.

Ms. Hopkins stated that Planning Commission has the authority to address this and determine what is practical based on the proposed changes.

2. Adds clearer requirements for types of trees along the street frontage and makes tree species selection subject to approval of the City Arborist.
3. Updates the landscaping requirements to clarify when and where landscaping is needed for parking.

Discussion occurred regarding retrofitting parking lots to include landscape islands during major reconstruction to improve site distances.

Mr. Wantz suggested striping could be done instead to improve site distances.

Ms. Means stated that she does not favor the City adding requirements for the maintenance of existing parking lots, because this may discourage them from making the improvements.

Ms. Hopkins stated that this is why it is being proposed that Planning Commission has the leeway to make the determination of what is practical.

4. Requires protective fencing of existing trees during construction.
5. Updates specifications for landscaping material to ensure that hardy plants are used and are a size that will thrive.

Mr. Lelko asked if a tree is required to be replaced if it dies.

Mr. Yaney stated that in a commercial district, it does; however, there is no requirement in residential districts.

Ms. Stark noted that the arborist should have a say in what is appropriate for an area to improve the chances of survival.

Mr. Yaney noted that the arborist reviews commercial, industrial and subdivision plans for tree size and location, but not individual lots.

Discussion occurred regarding the group's interest in the trees in the tree planting requirements being specified as deciduous.

Mr. Yaney reviewed the proposed procedure changes in Chapters 1111 and 1113 which were intended to clarify the terminology used when discussing plans and approvals so that it is consistent with other communities.

Mr. Courtney noted that Schedule 1113.01 should reflect that 1 & 2 family dwellings should not require preliminary development plans.

Mr. Yaney reviewed housekeeping items made that are intended to clean up terminology in the zoning code.

Discussion occurred regarding tree and stump removal and when sediment controls are necessary.

Ms. Hopkins reviewed changes in the code that authorize Planning Commission to negotiate upgrades to non-conforming site conditions at the time of site plan review rather than granting variances. The goal being to move towards confirming without deterring improvement. It gives Planning Commission the flexibility to look at a non-conforming site and negotiate upgrades that are reasonable and encourage a desired investment.

**NEXT MEETING DATE**

Items for continued discussion at the next meeting:

1. Bottling of water.
2. City Architect to provide feedback on design standards.

The next meeting was set for April 20, 2023.

**ANY OTHER BUSINESS TO COME BEFORE PLANNING COMMISSION - none.**

**PLANNING COMMISSION ADJOURNMENT**

Mr. Meleski moved and Mr. Emmons seconded to adjourn Planning Commission. Upon voice vote the motion passed unanimously.

Planning Commission adjourned at 8:10 P.M.

**EXECUTIVE SESSION - none.**

**ANY OTHER BUSINESS TO COME BEFORE COUNCIL - none.**

**COUNCIL ADJOURNMENT**

Mr. Lelko moved and Mrs. Chuha seconded to adjourn the Council meeting. Upon voice vote the motion passed unanimously.

The meeting adjourned at 8:11 P.M.

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HEATHER MEANS,  
Vice-President of Council

Attest:

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REBECCA REPASKY  
Secretary

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ANDREW K. BLACKLEY  
Chairman of Planning Commission