



## PLANNING AND ZONING COMMISSION MEETING MINUTES

**Tuesday, August 8, 2023 – 6:30 p.m.**

(Meeting: In Person + Zoom Live Stream)

**CALL TO ORDER:** Dr. Boester called the meeting to order at 6:31 p.m.

**ROLL CALL:** Dan Holahan, Geoff Aiken and Monica Day were present.  
Charles Boester and Bart Sauer were absent.

**MOTION: TO EXCUSE DR. BOESTER AND MR. SAUER FROM THE MEETING.**

Moved by Mr. Holahan, seconded by Mrs. Day. Upon roll call, motion passed unanimously.

**OTHERS PRESENT:** Planning and Zoning Director Brian Frantz and Assistant Planning Director Amy Nauer.

**AGENDA REQUESTS:** None.

**OLD BUSINESS:** None.

### **NEW BUSINESS:**

**Case No. 36-2023**

**Applicant:** Chinmaya Mission Cleveland  
**Location:** 3105 Farnham Road  
**Zoning District:** C-2 – General Business  
**Zoning Code:** 1163.17(e)

Mr. Frantz stated the applicant is requesting to update an existing 3' x 3' (9 square feet) ground sign on the property located at 3105 Farnham Road. Mr. Frantz stated the applicants are completing interior renovations, to comply with the building and fire code, in order to secure an occupancy permit from Summit County Building Department. Additionally, the applicant has made improvements to the exterior of the property by clearing the overgrowth/vegetation and addressing the damaged asphalt parking lot. Mr. Frantz requested the applicant paint the sign posts black and provide a landscape plan for the sign.

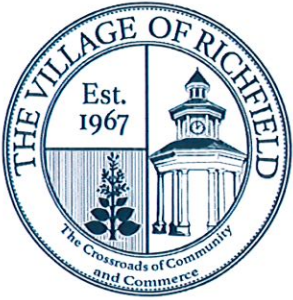
**MOTION: TO APPROVE CASE NO. 36-2023 SUBJECT TO SIGN POSTS BEING PAINTED BLACK;  
PROVIDING A LANDSCAPE PLAN FOR THE SIGN; AND RECEIVING ADMINISTRATIVE APPROVAL  
OF THE LANDSCAPE PLAN.**

Moved by Mr. Holahan, seconded by Mrs. Day. Upon roll call, motion passed unanimously.

### **APPROVAL OF 6/27/23 AND 7/11/23 MINUTES:**

**MOTION: TO APPROVE 6/27/23 AND 7/11/23 MINUTES AS SUBMITTED.**

Moved by Mr. Holahan, seconded by Mrs. Day. Upon roll call, motion passed unanimously.



**MAYOR'S REPORT:** None (absent).

**COUNCIL REPORT:** None (absent).

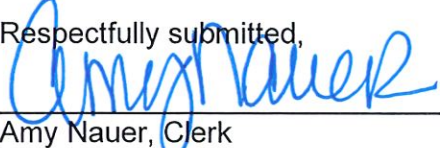
**DIRECTOR OF PLANNING AND ZONING REPORT:** Mr. Frantz provided the following report:

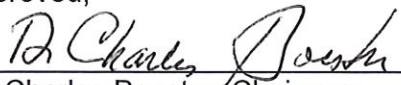
- The full-time Administrative Assistant position has been filled by Ms. Jenn Hesch, who was working part-time for the Parks and Recreation Department. Her start date is August 28, 2023.
- The Comprehensive Land Use Plan Steering Committee will have a booth at Community Day to further engage the public in developing the future plan for the Village. The Committee will be present on Sunday, August 13<sup>th</sup> from 1-6PM and will have various activities for adults and children throughout the day. We encourage all of Council to visit the booth and provide feedback to the Committee.
- Met with Mayor Wheeler, Ralph Waszak, Service Director Waldemarson, Assistant Director Nauer and Rob Morgan to continue discussions about the Center of Town Implementation project. As part of the 2023 Capital Budget, Council approved construction of a structure (e.g., timber frame open-air meeting space) on the green in the center of town. Several concepts were presented by Rob Morgan for consideration and the Team narrowed the choices down for a future Council work session.
- The Brewery project is proceeding, and the foundation is being completed in the next week to 10 days. The project remains on-track and the restaurant is projected to open in the first quarter of 2024.
- The center of town conduit project will begin when First Energy finalizes their schedule. As a reminder, the overhead electric lines along Grant Street and Broadview Road between the former library drive and the new library drive are going to be placed underground. This project is approved in Council's 2023 Capital Budget and was approved at the last meeting of Council.

**COMMENTS FROM THE PUBLIC:** None.

**UNFINISHED BUSINESS:** None.

**ADJOURNMENT:** A motion was made by Mr. Holahan to adjourn the meeting and Mrs. Day seconded the motion. All members were in favor. Meeting adjourned at 6:52 pm.

Respectfully submitted,  
  
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Amy Nauer, Clerk  
Planning and Zoning Commission

Approved,  
  
\_\_\_\_\_  
Dr. Charles Boester, Chairman  
Planning and Zoning Commission