MEDINA COUNTY DEPARTMENT OF PLANNING SERVICES

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MEDINA COUNTY PLANNING COMMISSION
MEETING MINUTES
WEDNESDAY, APRIL 5, 2023, 6:30 P.M.

Guests:
Lou Chapman, resident
Cindy Engleman, Hinckley resident
Don Gratzer, Arborcrest HOA
Dan Micacevich, Hinckley homeowner
Jim Zialoshy, resident of Arborcrest

MCDPS Staff:
Cheryl Heinly, Administrative Assistant
Rob Henwood, Senior Planner
Denise Testa, Director

Board President Jeff Brandon called the meeting to order at 6:34 p.m.

I. ROLL CALL

MCPC Members:
Sally Albrecht
Melissa Augustine
Jeff Brandon
Cliff Calaway
Pat Ryan

MCPC Alternates:
Adam Esker (alternate for Steve Hambley)
Tom James (alternate for Aaron Harrison)
Cliff Nowak (alternate for Colleen Swedyk)
Jim Shields (alternate for Jess Hazeltine)

II. MINUTES

Board President Brandon asked if there were any questions or comments on the March 1, 2023 minutes.

Board Member Nowak moved to approve the minutes as presented. Board Member Augustine seconded the motion. Board Member Frey abstained. All other members voted AYE and the motion was approved.

III. CORRESPONDENCE

There were no items on Correspondence.

IV. CONSENT CALENDAR

There were no items on the Consent Calendar.

V. OLD BUSINESS

There were no items on Old Business.

VI. NEW BUSINESS

**Board Member Augustine abstained from the following item as she is a Hinckley Township trustee.

a. **Arborcrest Reserve Ph 2**, Replat 1, Hinckley Township, 012-2023 R

Mr. Henwood presented the above staff report to the Commission.

Board Member Kalina reminded the Board because we have had many conversations about Hinckley developments and the application of the Hinckley Township Comprehensive Plan and the interconnection of streets and so the fear would be when there is parcel that connects a subdivision to a thoroughfare as it would in this case, that there could be a potential for that at some point the future. He wanted to remind the Board that the Hinckley Township Comprehensive Plan does discourage, and he was quoting from the plan, discouraged the interconnection of streets in order to minimize traffic, promote neighborhoods and enhance the rural environment as long as the existing roadway patterns provide safe convenient access. This development was approved even though it's longer than the Subdivision Regulations which permit by today's standards, but it is an approved subdivision already with a cul-de-sac.

Planning Director Testa stated that is a permeant cul-de-sac and they did talk to the County Engineer about that and based on this layout he indicated there are no plans to extend that street. She said in fact there were several conversations when the cul-de-sac was created about extending the street and it was decided that the street would not be extended to Babcock Road. Ms. Testa reiterated that is a permanent cul-de-sac and not a temporary cul-de-sac.

Board Member Kalina thought any motion the Board made this evening, if it is affirmative, should just tie that up so that everybody in Hinckley Township understands that would be the case in this situation.

Board Member Nowak questioned if they had deed restrictions on the homeowners that they would have to be a member of the HOA. Director Testa answered yes, they do and she had a copy of them and they were recorded with the 2011 Replat so as any

owner of this sublot automatically becomes a member of the homeowners association. Board Member Nowak asked what the problem with the homeowners was, they were not meeting their due requirements or whatever. Director Testa let Mr. Nowak know that Trustee Augustine could not answer his questions, but the comments are in the staff report. She added that we do not regulate homeowners' associations and if there is a conflict between the homeowner and an association our office is not able to address that.

Lou Chapman, the applicant, thanked everyone for their time and job well done. He knew there were some things that he needed to honor as far as the water taps and he's already addressed that. Ms. Testa asked if he had made the appointment already. Mr. Chapman answered yes, he made the appointment with the water department and his architect.

Board Member James asked regarding the vacant property to the north and if there could be at some point in the future a desire to connect if that parcel is developed. Board Member Kalina said these are the conversations that we have on this Board and this happens to be the only Board that actually has some control over where a street starts and stops so he can tell them as a former Hinckley Township resident that they are very passionate about small developments, cul-de-sacs, and not having the interconnection to other parcels of property because their desires to preserve the rural atmosphere and when they continue to extend streets that's contrary to the Comprehensive Plan and that's why he feels that everybody in the Township probably sleeps a little bit better with the approval of this if the motion included the fact that this was not approving an extension of the road.

Don Gratzer lives Arborcrest Drive and he would like to see some verbiage that could possibly be put in there so that street could not be connected because there's the homeowners that are very concerned that could get connected and create a lot of additional traffic. Board President Brandon was looking at the large parcel that he thought was 11 acres and he thought if that were sold, and someone was going to build on that that their driveway would probably come off Babcock Road. Planning Director Testa said it would have to have an easement with that southern lot which is 48B so they would have to create an easement and that that might be a bit of a challenge and she believed there is a gas well on sublot 48B in the southeast corner.

Ms. Testa added if someone were to grant an access easement to sublot 48B, that would take quite a chunk of their land away and she did not know if someone on sublot 48B would even want that. Mr. Henwood said that would require them to come back before the Planning Commission. Director Testa agreed.

Board President Brandon stated that Ms. Testa and her staff reviewed this, and asked if they would recommend an amendment to the motion or adding more language or leaving it the way it was. Planning Director Testa recommended adding language and that it makes sense. She didn't think that there was enough room on that northern parcel to bring in another street and she thought that would be a challenge and she thought the vacation of that portion of Arborcrest drive and this is the extension that

had been the extension of Phase Two which was approved by the County Commissioners in 2011. She believed those residents bought those parcels with the idea that it would be a permanent cul-de-sac and not extended and she believed that it was also discussed in the thoroughfare plan as an extension, but it was not implemented. Ms. Testa thought that the thoroughfare plan was actually revised to reflect the permanent cul-de-sac because he really didn't want that extension and she would support that. Board President Brandon said he has seen street stubs and he said that is not a street stub.

Board Member Ryan questioned if that lot has frontage on Babcock Road. Director Testa answered yes. Board Member Ryan said if they want to develop that they could come in off Babcock. Board Member Kalina answered yes, it was a flag lot. Ms. Ryan said that was her only concern and could it possibly be extended to that. Director Testa stated that we have not been approached by the northern parcel owner. Board Member Ryan wanted to make sure that the Board could put that clause in motion, that it can't be extended to the northern parcel and is not landlocked so the homeowner could develop that in the future if they chose. Director Testa said absolutely they could.

Board Member Kalina moved to approve the staff recommendation of Approval with Modifications for Arborcrest Reserve Ph 2 Replat No 1 with the understanding that Arborcrest Drive will not be extended. Board Member Nowak seconded the motion. Board Member Augustine abstained. All other members voted AYE and the motion was approved.

**Board President Brandon, Members Albrecht and Ryan abstained from the following item as they are all members of Montville Township boards.

b. **Interstate No. 2,** Replat 6, Montville Township, 015-2023 R

Mr. Henwood presented the above staff report to the Commission.

Discussion:

Board Second Vice President Nowak asked if there were any comments or questions. There were none.

Board Member James moved to approve the staff recommendation of Approval with Modifications for the Interstate No 2 Replat No 6. Board Member Augustine seconded the motion. Board President Brandon, Board Members Albrecht and Ryan abstained. All other members voted AYE and the motion was approved.

c. **York Township Text Amendment**, 007-2023 TA

Mr. Henwood presented the above staff report to the Commission.

Discussion:

Board President Brandon asked if there were any comments or questions.

Steve Ibos, York Township Zoning Inspector said the language should state, "Building AND Structures" not "Building/Structures" (removing the forward slash) and that change was made after they had submitted it to the planning staff, so the staff had no way of knowing. He added the recommendation was fine and he had no questions.

Board President Brandon asked if there were any comments or questions. There were none.

Board Member Ryan moved to approve the staff recommendation of Approval with Modifications for the York Township Text Amendment with the addition of amending "Building AND Structures" not "Building/Structures". Board Member Albrecht seconded the motion. All members voted AYE and the motion was approved.

d. **Liverpool Township Text Amendment**, 016-2023 TA

Ms. Testa presented the above staff report to the Commission.

Discussion:

Board President Brandon asked if there were any comments or questions. There were none.

Board Member Albrecht moved to approve the staff recommendation of Approval for the Liverpool Township Text Amendment. Board Member Esker seconded the motion. All members voted AYE and the motion was approved.

VII. PLANNING DIRECTOR'S REPORT

Planning Director Testa reported that next month staff will be reviewing one Replat, one Final Plat and one Text Amendment and our deadline is this Friday so there may be a couple more items on the agenda that we don't know about. In addition to that we did meet with the Subdivision Regulations Work Group and picked up where we left off with our County Engineer and it's moving along. She said we will have those revisions to the Board soon and there's just a lot of revisions in writing to complete.

She said one point of interest that the Board may want to think about is the June 30th Northeast Ohio Planning and Zoning workshop at Kent State University. She will send out an e-mail regarding that to the zoning commissions and the trustees and if there is anyone that is interested in attending then she strongly recommends that.

She said they are continuing with our program year CDBG 2020 with the playground as you know the fountain crashed and burned but we have been able to reallocate the funding for the Lodi playground in the community park and will be ordering, upon commissioner approval, ordering some additional equipment for the playground which is very exciting.

Ms. Testa said the Montville Cobblestone project is moving forward. She said Tom Guggenbiller is continuing to work on the Harrisville Township Zoning Resolution. For program year 2022 they are continuing to work with the communities on implementing and starting the bid process for those projects as well. She said for program year 2024 they are required to create an Analysis of Impediments to Fair housing choice that will be due in July of 2024 so they will be working on that over the next year. She stated our Chippewa Lake Critical Infrastructure Project the second layer of Main Drive will be completed and the ARPA portion which is the portion from the roundabout to the to the culvert will be completed this year as well so that is going to be a very exciting conclusion to that project and they have some funding leftover that they are trying to figure out if there is anything they can do with utilize that funding.

Ms. Testa continued on saying they are waiting for the Community Park Bridge replacement contract and the bid manual and making some revisions to that. She explained this is the bridge in Lodi Community Park so that people don't get stuck. The bids will go out Fall of 2023, construction in spring of 2024 with the completion in June of 2024. She said they have sent out a request for bids for our Chip program, the Community Housing Improvement Program and those are due April, next Thursday and our application is due on June 15th.

April is Fair Housing awareness month so staff will be launching the fair housing presentations and the new brochure. She said they just have a couple more revisions to complete and they will get the Board some new brochures as well.

Ms. Testa said as she mentioned a few months ago the Board had indicated that they were interested in learning about the Concept Plans that we were reviewing so last month in March staff did a review on the Habermann subdivision Concept Plan located in Brunswick Hills Township essentially it is on the east side of Marks Road and south of Sleep Hollow Road. It is a Conservation Development Overlay District and has 38 sublots so it is a nice sized subdivision with a small lake in the middle and a small pond kind of to the side with few riparian setbacks. They met with the agencies as well as the applicant and she included the Concept Plan staff report with the notes so the Board can see staff notes there as well as the survey and it has two open space blocks totaling 39 acres. She said 39 out of 77 acres are going to be open space and staff had some questions about some of the sublots being included with the small pond or lake in the middle. She did ask the applicant if they would come up with other options but they are using that as a stormwater management basin so staff are not requiring them, but she didn't think it's not the end of the road if they don't, but she thought that it might be a nice idea.

Board President Brandon thought before they adjourned, they had a distinguished member of the board that will be leaving and retiring, Cliff Callaway, Chief Building Official from Brunswick and thought Cliff has been with the Planning Commission for about five years. Mr. Brandon said they will definitely miss him and wanted to give him this award for all the time he has been with the Board. Mr. Calaway said he was thinking he knows things about building elements and so forth with what it takes to build a building but with learning the planning end of things it was a lot more complicated than he would have ever dreamed. He added that you're never done learning. Board President Brandon said they really enjoyed having Cliff, would miss him and please come visit anytime. Board Member Kalina said Cliff has been a great board member so that they would certainly miss him and his background.

Lou Chapman thanked them again for the guidance. Board President Brandon said the next meeting will be May the 3rd.

VIII. PUBLIC PARTICIPATION

There was no Public Participation.

X. OTHER BUSINESS

There were no items on Other Business.

XI. ADJOURNMENT

There being no further business to discuss, Chairman Brandon adjourned the meeting at 7:08 p.m.

Jeff Brandon, President

Cheryl Heinly, Administrative Assistant