



BRUNSWICK CITY COUNCIL AGENDA

Brandon Lambert Ward 3	Kristy Piper At-Large	Tim Smith At-Large	Kenneth Fisher Law Director	Carl S. DeForest City Manager	Ron Falconi Mayor	Laura Timura Clerk of Council	Nicholas Hanek Ward 2	Michael Abella Jr. Ward 1	Jospeh Delsanter At-Large	Anthony Capretta Ward 4
------------------------------	-----------------------------	--------------------------	-----------------------------------	-------------------------------------	-------------------------	-------------------------------------	-----------------------------	---------------------------------	---------------------------------	-------------------------------

Administration Representatives

JANUARY 23, 2023

7:00 PM

1. Prayer and Pledge of Allegiance
2. Roll Call of Members
3. Correspondence
4. Approval of Regular Council Meeting Minutes dated January 9, 2023.
5. Mayor's Report:
 - (a) Proclamation in recognition of Walt Wozniak's service to the Board of Zoning Appeals.
 - (b) Motion to approve Mayor's recommendation to reappoint Bradley Saeger to the Planning Commission.
 - (c) Mayor's recommendation to appoint Russell Hopkins to the Board of Zoning Appeals.
6. Clerk of Council's Report
7. Council Committee Reports:
 - Economic Development Committee.....Mr. Lambert
Economic Development Committee Meeting Minutes dated January 9, 2023
 - Services, Utilities, Technology & Cable Committee.....Mr. Smith
 - Finance Committee.....Mr. Hanek
Finance Committee Meeting Minutes dated January 9, 2023
 - Safety & Environment Committee.....Mr. Capretta
 - Planning & Zoning Committee.....Mr. Delsanter
Planning & Zoning Committee Meeting Minutes dated December 19, 2022
 - Parks, Recreation & Community Committee.....Mrs. Piper
 - Building & Building Code Committee.....Mr. Abella

8. Other Committees, Boards and Commissions
 - (a) Committee of the Whole Meeting Minutes dated January 9, 2023
9. Petitions from the Public on Legislation
10. Reading of Legislation and Action on Legislation:
 - a. 3rd Reading(s)
 - b. 2nd Reading(s)
 - c. 1st Reading(s)

ORD. NO. 3-2023 - An ordinance amending the Conceptual Development Plan of the Senior Development Special Planning District No. 5. - **1st Reading** (To be brought from Planning & Zoning Committee, *Administration/Grant Aungst*)

RES. NO. 4-2023 - An emergency resolution authorizing the City Manager to enter into a one (1) year contract for property, automobile, inland marine, general liability, public officials liability, public officials liability, police liability, boiler and machines, crime coverage, cyber coverage, employment practice and umbrella insurance coverage - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Kayla Pawlowski*)

11. City Manager's Report
12. Open Forum
13. Unfinished Business
14. New Business
15. Adjournment

ECONOMIC DEVELOPMENT COMMITTEE

January 9, 2023

IN ATTENDANCE: Chairman Brandon Lambert, Committee Member Joseph Delsanter, Committee Member Nicholas Hanek, Anthony Capretta, Kristy Piper, Tim Smith, Michael Abella, Law Director Kenneth Fisher, Acting City Engineer Jennifer Zoldak, Community and Economic Development Director Grant Aungst, Fire Chief Greg Glauner, Assistant Fire Chief Russ Merhaut, Fire Medic Michael Potts, Clerk of Council Laura Timura, News Media.

The meeting convened at 6:15 p.m.

Mr. Capretta arrived at 6:20 p.m.

Mr. Abella arrived at 6:22 p.m.

DISCUSSION ITEMS:

Mr. Aungst wished everyone a happy, healthy, and prosperous year ahead. He recounted the discussion in December being able to see the manufacturer's stable growth, not with the intense forward movement that has occurred for some time. He noted at the same time some of the businesses are still seeing a large pipeline in their orders specifically 18-24 months of backlog. There are challenges in the supply chain and will continue for some time. Mr. Aungst pointed out there was a big push in continuing to move more manufacturing back to the United States. He noted visible weaknesses in extra businesses, in other words, the businesses are nice to have, however, are not needed. These types of businesses are being affected much more by inflation and do not have enough employees or have too much wage growth.

Mr. Aungst indicated there is growth in the real estate sector and the new development including housing stock and new business development. He noted receiving phone calls from developers consistently regarding real estate to build.

Mr. Aungst mentioned Market 42 has been approved and working on getting the engineering and building drawings together in hopes to break ground as soon as possible. He expressed excitement about Market 42 and the major investment being done on South Pearl Road.

Mr. Aungst specified Mission BBQ and First Watch are moving forward with plans to break ground in spring with an opening in late fall into winter.

Mr. Aungst stated Medina Supply will move ahead with a new mixing facility in Brunswick and received approval from Planning in December.

Mr. Aungst remarked with this being the beginning of the year it was early for all the data from 2022, most of the information will be completed within the next month or two. He pointed out one area of great interest is being seen in sustainability. The manufacturers are being asked by suppliers and end users what their plans entail. Mr. Aungst asserted continuing to see this area grow as this aids businesses in efficiency and effectiveness. He commented on the new coffee shop that

Grounded Bean continues to work on the former Gyro George. He specified the new owners of Hickory Plaza have been working on plans for the plaza and will continue to have discussions. Mr. Aungst mentioned the Planning Commission will include Provision Living and their detailed site plan along with Brunswick Auto Mart's new addition to their parts division on West 130th. He explained while there are challenges for the next few years, there is still tremendous opportunity for Brunswick in the northern tier of the County. This benefits Brunswick while remaining stable and viable for businesses and homes. Mr. Aungst asserted the continual growth that is supportive of the community as a whole. Even though the future is uncertain and many factors cannot be controlled. He asserted the continual support that the community will continue to remain focused on planned, positive development meant to enhance the quality and value of the community.

Mr. Lambert asked about the continued supply chain issues and if it extends out to construction as well.

Mr. Aungst replied it does.

Mr. Lambert mentioned some residents reaching out to him about construction projects around town that are heavily delayed.

Mr. Aungst responded the contractors and developers continue to discuss supply chain issues.

Mr. Delsanter mentioned warning flags again about timber and wood costs that will likely rise into the next construction season. He noted the supply chain issues, the cost, and the lack of labor creating a second tier of problems. Mr. Delsanter asked about a company that was referred over to Mr. Aungst and asked if they remain in contact.

Mr. Aungst indicated the company has not gone away, however, have not done anything.

Mr. Delsanter asked if there were any new options. He indicated being a software company it was his thought it was a sustainable business.

Mr. Aungst responded they also have a manufacturing component and that is the challenge for them.

Mr. Smith mentioned the Enterprise Building and sees quite a bit of construction going on there. He asked what was going on.

Mr. Aungst specified it was spoken about last month that it was a remodel and update to the site because they have a new business Beyond + Juicery moving in there. They have additional shifting of businesses and when they came to Planning Commission to present a business the entire site needs to be updated. He noted the site has not been updated in quite some time. The owner and the City worked together to come up with a plan to update the entire building.

Mr. Smith asked for the new owner's name.

Mr. Aungst responded he does know; however, it was technically owned by Hadcock Properties.

Mr. Hanek asked what the timeframe for Market 42 was from the time they start building.

Mr. Aungst mentioned all of the earth and work to do and it was a matter of how that part goes. He noted they have solid plans and suspects the moving of the earth within the next couple of weeks.

Mr. Delsanter asked what side of the road was water running. Mr. Delsanter expressed high concerns about cuts being made into brand-new streets.

Mr. Aungst replied he believes it was on east side.

GENERAL DISCUSSION:

There was none.

ADJOURNMENT:

Being no further business, Mr. Hanek moved to adjourn at 6:23 p.m. Vote – 3 Ayes, 0 Nays

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'Brandon Lambert', enclosed within a large, loopy oval shape.

Brandon Lambert
Chairman

FINANCE COMMITTEE MEETING

January 9, 2023

IN ATTENDANCE: Chairman Nicholas Hanek, Committee Member Michael Abella, Committee Member Joseph Delsanter, Anthony Capretta, Kristy Piper, Tim Smith, Brandon Lambert, Law Director Kenneth Fisher, Acting City Engineer Jennifer Zoldak, Community & Economic Development Grant Aungst, Fire Chief Greg Glauner, Assistant Fire Chief Russ Merhaut, Fire Medic Michael Potts, Acting City Manager and Finance Director Todd Fischer, Clerk of Council Laura Timura, News Media

The meeting convened at 6:23 p.m.

DISCUSSION ITEMS:

RES. NO. 1-2023 – An emergency resolution declaring the official intent and reasonable expectation of the City of Brunswick on behalf of the State of Ohio (the borrower) to reimburse the City's Skyview Drive Improvement fund #373 for the Skyview Drive Phase II improvements (OPWC Project #CI49Z) with the proceeds of tax-exempt debt of the State of Ohio. – **1st Reading** (To be brought from Finance committee, Administration/Todd Fischer).

Mr. Fischer explained this legislation had fallen through the cracks, however, a \$622,138.00 OPWC Grant was received as well as a 0% interest loan of \$167,452.00 on Skyview Drive Phase II. He noted a reimbursement to Ohio Public Works has been submitted. Mr. Fischer stated the grant funds have been spent, and loan funds are now being used. Mr. Fischer stated for the City to be reimbursed a resolution needs to be passed by Council. He expressed his apologies for the delay in the resolution.

Mr. Delsanter moved Resolution Number 1-2023 to tonight's Council Agenda of January 9, 2023, as an emergency with suspension of the rules. Vote – 3 Ayes, 0 Nays.

GENERAL DISCUSSION:

Mr. Fischer indicated Lynette has been working on closing the year-end reports and expects to have it completed by Wednesday of this week.

Mr. Fischer addressed the unexpected passing of Greg Crane, who was an exceptional man and did a lot for the City of Brunswick. He noted Mr. Crane served as the Service Director for almost 30 years and worked for the Citizens Financial Audit Review and Advisory Committee for over 15 years. Mr. Fischer stated Mr. Crane dedicated over 45 years of his life to the City of Brunswick. He noted speaking on the floor later tonight on behalf of the Administration about how important Mr. Crane was.

Mr. Delsanter mentioned someone asked him yesterday regarding issues getting Uber drivers into Medina County because of a fee. He noted it not being a City fee, however, if an Uber driver comes

into Medina County they are being charged about \$4 which reduces the per-mile rate. Mr. Delsanter asked to Mr. Fischer's knowledge if was there any County or anything of that nature being generated by a requirement of the City government or County government.

Mr. Fischer stated not being aware of anything to that specific.

Mr. Delsanter expressed 3-4 drivers mentioned losing 50% of the mileage rate coming into Medina County. If it was not the City of Brunswick, he would like to inform the resident of that.

Mr. Fischer commented the City of Brunswick was not receiving any money relating to Uber drivers outside of income taxes and is not aware of any Uber drivers being received or assessed by the City of Brunswick.

Mr. Fisher indicated it was likely to be Uber imposing the fee on its drivers. He noted it was not coming from the City, County, or State.

ADJOURNMENT:

Being no further business, Mr. Abella moved to adjourn at 6:27 p.m. Vote – 3 Ayes, 0 Nays.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'M. Hanek', with a stylized flourish at the end.

Nicholas Hanek
Chairman

COMMITTEE-OF-THE-WHOLE MEETING

January 9, 2023

IN ATTENDANCE: Vice Mayor Nicholas Hanek, Joseph Delsanter, Anthony Capretta, Tim Smith, Kristy Piper, Michael Abella, Brandon Lambert, Acting City Manager and Finance Director Todd Fischer, Law Director Kenneth Fisher, Community and Economic Development Director Grant Aungst, Fire Chief Greg Glauner, Assistant Fire Chief Russ Merhaut, Fire Medic Michael Potts, Acting City Engineer Jennifer Zoldak, Clerk of Council Laura Timura, News Media.

The meeting convened at 6:23 p.m.

DISCUSSION ITEMS:

- (a) Consideration to reschedule 2023 Council Meetings with legal holiday conflicts (consider having Council meeting on the third Monday, December 18, due to the holiday and City Hall closed).

Mr. Smith moved to reschedule the 2023 Council Meetings with legal holiday conflicts, to include replacing the December 25 Council meeting to December 18, 2023. Vote – 7 Ayes, 0 Nays. Vote – 7 Ayes, 0 Nays.

MOTION ITEMS:

- (a) Motion to appoint Clerk of Council Laura Timura as designee for all elected officials to attend public records training as required by Section 149.43 and 109.43 of the Ohio Revised code.

Mrs. Piper moved to appoint Clerk of Council Laura Timura as designee for all elected officials to attend public records training as required by Section 149.43 and 109.43 of the Ohio Revised code. Vote – 7 Ayes, 0 Nays.

- (b) Motion authorizing the City Manager to advertise for public bid for the Plum Creek Greenway Phase 2 project.

Ms. Zoldak explained the plans and specs are ready for bid and have been working with the impact of property owners on easements and would like to move forward with advertising.

Mr. Hanek asked if the trailhead that would be on Laurel was part of this bid

Ms. Zoldak replied it was and includes the parking area north of Laurel and the crossing.

Mr. Hanek indicated it would be where the trail ends at Mooney Park going up across Laurel to where there was a house the City had purchased and torn down years ago. The City property goes

up partly through Huntington, Grace Baptist Church, to a private property owner and back to City property extending the trail. He mentioned this will be Phase 2 and was this year's goal.

Ms. Zoldak responded that was the goal this year. She noted the only uncertainty was the bridge over Plum Creek because supply chain issues looked like a very long lead time on the bridge.

Mr. Hanek asked if the bridge would look similar to the bridge in Phase I.

Ms. Zoldak mentioned this bridge was a lot more substantial and believes this one is bigger. She indicated not being as involved with the bridge in Phase I and would get back with the answer. Ms. Zoldak indicated she recalls having to sub out the bridge for Phase I because it was designed by a different firm. She noted the bridge being a substantial structure to expand the creek.

Mr. Fisher asserted the bridge was more substantial. He noted having inquired about the cost because it was a substantial part of it and was told it had to be able to support a vehicle to get across for safety reasons.

Mr. Delsanter expressed that the continuation of this project was a dream come true. He noted in the future the possibility of creating an enhanced addition to one of the main corridors and believes South Carpenter would have been the ideal location tying in the north and south as a bike trail. Realizing it was not part of the original North Carpenter plans, however, possibly in a decade or so the City could justify coming back to the idea and doing this. Mr. Delsanter expressed how wonderful it would be to tie into the trail and bring bike traffic from Boston Road to Town Center for those that would like to be adventurous like Bike Medina County. He noted that Mr. Hanek hit the drum so loud about all of this and applauded him for doing so. It was a great service to the community as much as an enhancement.

Mr. Hanek replied everyone did so great working on this project. He stated that it will be a great addition to the community and was excited and very happy to move forward.

Mr. Smith disclosed that he co-founded Bike Medina County while Commissioner. He noted they were excited to hear about the progress of the new trail and any other trails. Mr. Smith specified if a support group was needed from a County-wide organization they were all on board. Mr. Smith mentioned the group is looking to have more trails built within the City.

Mr. Lambert moved to authorize the City Manager to advertise for public bids for the Plum Creek Greenway Phase 2 project. Vote – 7 Ayes, 0 Nays.

(c) Motion to approve the Environmental Review Record (ERR) Agreement as part of the PY 2022 CHIP Grant.

Mr. Aungst indicated this was part of the Community Housing Impact reservation programs including a new agreement with the City of Medina which was already partnered with and is the host of the CHIP program. He noted Council approves it and was required now moving forward that all of the funds come from the CHIP Program and it was a non-additional expense to Brunswick in a new budget form.

Mr. Delsanter moved to approve the Environmental Review Record (ERR) Agreement as part of the PY 2022 CHIP Grant. Vote – 7 Ayes, 0 Nays.

REVIEW LEGISLATION:

RES. NO. 2-2023 – An emergency resolution determining to proceed to submit to the electors the question of issuing bonds in the aggregate principal amount of \$12,000,000 to provide funds for the purpose of constructing, furnishing, equipping and otherwise improving a new fire station and preparing, equipping and otherwise improving its site. – **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Ken Fisher/Todd Fischer*)

Mr. Fischer thanked Council and everyone included for getting to this point of the construction of the fire station. He noted the Fire Chief, Assistant Fire Chief, and Fire Medic Michael Potts and Union Representative were present in case there were any questions. Mr. Fischer stated Council passed a resolution of necessity to submit to electors for a bond of \$12,000,000 and if approved that will be the amount borrowed. Additionally, the Division of Fire has been attempting to save for about eleven years as much as possible. It was hard because their vehicles are very expensive, ambulances and fire trucks, and were not able to save a lot for a building. However, they have been able to save about \$3,000,000 over about eleven years. Mr. Fischer mentioned it would be in addition to the \$12,000,000 if successful at the election. He noted going to the County and County Auditor has provided a current tax evaluation of just over a billion dollars for the entire City. When that equates to what \$12,000,000 current interest rates are today, for a \$100,000 house that value has been certified to be roughly \$2.40/per month.

Mr. Fisher stated the deadline is 4 p.m. on Wednesday, February 1, 2023, for certification on May 2, 2023, ballot. He noted it being time sensitive.

Mr. Fischer agreed that it was time sensitive, if passed and done in time everything would be filed with the County Board of Elections.

Mr. Smith asked if the value of the City was one billion dollars.

Mr. Fischer responded the valuation of everything within the City is now over a billion dollars.

Mr. Fisher mentioned it was the market valuation of the real estate.

Mr. Smith commented he had not heard that figure before.

Mr. Delsanter stated that he wants to be sure Council gets the correct talking points as elected officials to share in assisting the campaign to educate the voters. He noted he does not want mixed messages to the public. The City is in desperate need of proper facilities for the Fire Department. He believes that there is quite a bit of risk with the mega station, however, where the station will be located appears to be the right plan. Mr. Delsanter expressed concerns about potentially saying something the Fire Department will have to backpedal. He mentioned that all of Council will

advocate strongly to request the voter's support for this. He hopes the department is prepared to help them out in that regard.

Mr. Abella mentioned the \$100,000 property value certified to be \$2.40/ month. He asked if there was a statistic on the current average home value in Brunswick.

Mr. Fischer reported that he does not have the specific amount and believes it to be around \$250,000 and could be slightly higher than that.

Mr. Abella stated the average cost would be \$6/ per month. He noted the need to inform residents of the monthly cost.

Mr. Fischer explained one thing done in the past and could potentially do again was putting a calculator on the website. With the help of the IT Department would be able to place it on the website.

Fire Chief Glauner thanked Council for supporting this idea and moving forward. He noted he has only been here 4 years and Assistant Fire Chief Merhaut has been here his entire career. It has been a frustrating part of the job with the facilities being so poor. Moreover, as good as it is for the firefighters it is even better for the citizens. Fire Chief Glauner mentioned most medical runs will be able to be handled with 2 individuals instead of 3 which would allow having 3 medic units on the road at one time. They would be able to respond to 3 calls simultaneously and would not need to call on mutual aid. That in itself will bring more revenue into the City and he believes it is time. Fire Chief Glauner thanked everyone for all of their efforts.

Mr. Hanek described how poor the conditions were and how inadequate the fire stations were for their purpose. He believes the voters will understand the need for a new fire station for the safety of the community and for improvement of what can be done with the department. Mr. Hanek detailed being able to respond and have three medical units versus two was a big difference, especially with seniors and the aging population. Having a fire station that can serve as a community resource is something that will be substantial. Mr. Hanek is glad and mentioned Councilman Lambert and Councilwoman Piper started this out to help drive this in the direction where something needed to be done. The Administration, Council, and everyone together have set goals and have done a great job working towards them. He hopes the community can see it that way too.

Fire Chief Glauner mentioned keeping this project moving forward and remaining as positive as possible. He noted being asked before why the stations were so bad and why were they not addressed in the past. Fire Chief Glauner specified taking a look within the County, Brunswick is the largest city in the County with the largest population. Brunswick has not ignored the Fire Department but has provided the citizens with a full-time, highly skilled, and highly educated fire force 24 hours a day, 7 days a week, and 365 days a year. Nowhere else in the County has that provided to their citizens. Fire Chief Glauner stated the citizens have been taken care of and now it was time to build the fire station.

Mr. Delsanter described someone in the same capacity as Fire Chief Glauner had once said to give them the best equipment and it was not about the building it was always about the equipment. However, the building has overshadowed a greater problem for everyone in the Fire Department and in the community. Mr. Delsanter expressed that it was time and the need to continue to give the Fire Department the best equipment to keep lives safe. He specified being able to do it more efficiently and, in some cases, will save money. Mr. Delsanter recounted a discussion about the special order of height restrictions and that has to be dealt with. There are a lot of small hidden figures that will be tough to spill out. He thanked Fire Chief Glauner.

Fire Chief Glauner mentioned being Fire Chief was vital to the health and well-being of the fire force. He described the stress for the Fire Fighters of coming back and having nowhere to rest or get away from each other. Fire Chief Glauner noted the fire station only has one shower and the likelihood of being able to hire females was not great. More importantly, the heightened awareness of Cancer in the industry and have had several Cancer-related deaths. He noted wanting the best for Brunswick's fire force, which needs to be addressed because it cannot be done in the current facilities.

Mr. Hanek asserted this was a community that supports the safety forces and cares very greatly about the health and well-being of the first responders and wants to make one financial comment about it. The choices that Council faced were to put money into these buildings that are ultimately going to fail or attempt to do something like this to improve our safety. This is a responsible financial decision and ask.

Mr. Lambert specified as Mr. Hanek stated this has been a big passion project from the beginning and was very proud to be able to move Resolution 2-2023.

Mr. Lambert moved Resolution Number 2-2023 to tonight's Council Agenda of January 9, 2023, as an emergency with suspension of the rules. Vote – 7 Ayes, 0 Nays.

GENERAL DISCUSSION:

Mr. Hanek mentioned there was a post for Ward 4 vacancy as discussed and that posting was open through 4 p.m. on the 23rd of January and is tentatively scheduled for interviews on February 6, 2023. As discussed before, Councilman Capretta will not be a part of that process. The posting was on the City website as well as the papers tomorrow. Other than that, there are 15 minutes at a time in government and this was a pretty good one to approve. The next stage of the Plum Creek Trail and trying to go for a new fire station.

EXECUTIVE SESSION:

- (a) Motion to go into Executive Session to consider both the employment of a public employee and pending litigation.

Mr. Capretta made a motion to go into Executive Session for the purpose to consider both the employment of a public employee and pending litigation, seconded by Mr. Smith.

Roll Call – Ayes – 7, Mr. Hanek, Mr. Smith, Mr. Abella, Mr. Capretta, Mr. Delsanter, Mrs. Piper, Mr. Lambert. Nays – 0. Motion Carried.

Mr. Smith moved to adjourn from Executive Session. Vote – 7 Ayes, 0 Nays.

ADJOURNMENT:

Being no further business, Mrs. Piper moved to adjourn the Committee of the Whole Meeting at 6:58 p.m. Vote – 7 Ayes, 0 Nays.

Submitted Respectfully,

Elisabeth Wagner

Elisabeth Wagner
Assistant Clerk of Council

PROPOSED LEGISLATION



DATE: 1/23/2023

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Grant Aungst

COPY: Mayor Ron Falconi

LEGISLATION: **ORD. NO. 3-2023** - An ordinance amending the Conceptual Development Plan of the Senior Development Special Planning District No. 5. - **1st Reading** (To be brought from Planning & Zoning Committee, *Administration/Grant Aungst*)

BACKGROUND: The Planning Commission held a public hearing at their meeting on January 19, 2023, and recommended approval to City Council of the Provision Living senior development SPD-5 (former Sanctus) revised conceptual plan, including the detailed site plan, and development guidelines, attached as Exhibits "A" and "B".

PURPOSE AND EXPLANATION: Pursuant to Section 1268.07(c) and (d), respectively, of the Codified Ordinances of the City of Brunswick, changes to the conceptual development plan of more than a cosmetic nature shall also be approved by City Council by ordinance. Additionally, once a Special Planning District is created, it may only be changed through the Charter provisions for zoning amendments.

IMPLEMENTATION

SCHEDULE: Immediately.

FINANCIAL INFORMATION:

FINANCIAL SUMMARY:

RECOMMENDED ACTION:

One Reading	No
Two Readings	No
Three Readings	Yes
Emergency	No
Suspension of Rules	No

If emergency or suspension of the rules, why the request?
Recommend approval.

**ADDITIONAL
INFORMATION:**

1
CITY OF BRUNSWICK, OHIO
ORDINANCE NO. 3-2023

BY: Mr. Delsanter, Mr. Lambert, Mrs. Piper

AN ORDINANCE AMENDING THE CONCEPTUAL DEVELOPMENT PLAN
OF THE SENIOR DEVELOPMENT SPECIAL PLANNING DISTRICT NO. 5.

WHEREAS: On February 25, 2019, City Council adopted Ordinance No. 13-19 adopting the Conceptual Development Plan for the Senior Development Special Planning District No. 5, which Conceptual Development Plan consisted of the Design Guidelines and Conceptual Site Plan as attached thereto as Exhibits “A” and “B” respectively.

WHEREAS: THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY ORDAINS:

SECTION 1: That the Conceptual Development Plan for the Senior Development Special Planning District No. 5, as recommended by the Planning Commission for approval on January 19, 2023, is hereby amended to consist of the revised Design Guidelines and the revised Conceptual Site Plan, as attached hereto as Exhibits “A” and “B” respectively.

SECTION 2: That this Ordinance shall take effect and be in force from and after the earliest period allowed by law.

PASSED: 1st Reading _____

2nd Reading _____

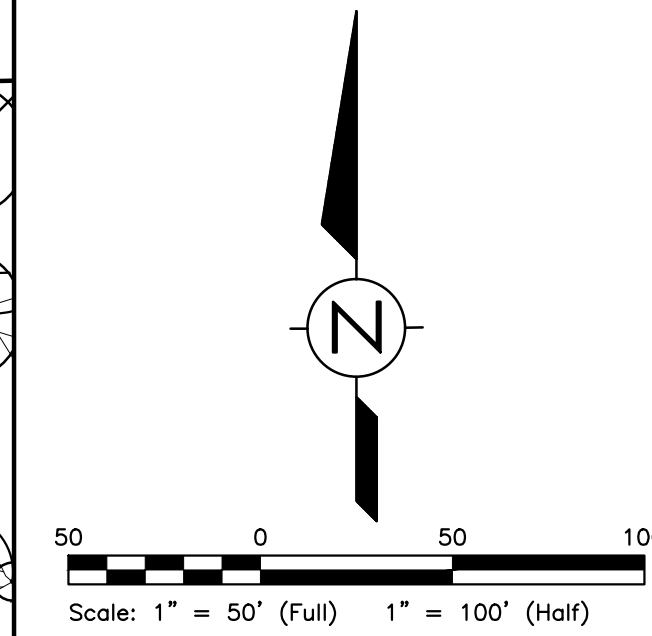
3rd Reading _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____

Clerk of Council
Laura E. Timura

West & East Neighborhood – Trees					
ID	Qty.	Common Name	Botanical Name	Size	Root / Remarks
Deciduous Trees					
TCC	7	Littleleaf Linden	<i>Tilia cordata</i> 'Greenspire'	2.5" to 3.0" Cal.	B&B
UAV	11	Valley Forge Elm	<i>Ulmus americana</i> 'Valley Forge'	2.5" to 3.0" Cal.	B&B
ARB	48	Bowhall Red Maple	<i>Acer rubrum</i> 'Bowhall'	2.5" to 3.0" Cal.	B&B
QIM	13	Shingle Oak	<i>Quercus imbricaria</i> 'Shingle Oak'	2.5" to 3.0" Cal.	B&B
CFE	22	Franz Fontaine Hornbeam	<i>Corallipus betulus</i> 'Franz Fontaine'	2.5" to 3.0" Cal.	B&B
PA	4	London Planetree	<i>Platanus acerifolia</i>	2.5" to 3.0" Cal.	B&B
Ornamental Trees					
BPY	3	Young's Weeping Birch	<i>Betula pendula</i> 'Youngii'	2.5" Cal.	B&B
MPX	8	Prairifire Crabapple	<i>Malus x 'Prairifire'</i>	2.5" Cal.	B&B
PXY	2	Yoshino Cherry	<i>Prunus x yedoensis</i>	2.5" Cal.	B&B
AGS	10	Autumn Brilliance Serviceberry	<i>Amelanchier x grandiflora</i> 'Autumn Brilliance'	2.5" Cal.	B&B
CCE	3	Appalachian Red Redbud	<i>Cercis canadensis</i> 'Appalachian Red'	2.5" Cal.	B&B
MRJ	4	Red Jewel Crabapple	<i>Malus x 'Red Jewel'</i>	2.5" Cal.	B&B
ACC	3	Rainbow Pillar Serviceberry	<i>Amelanchier canadensis</i> 'glennform'	2.5" Cal. – 7' to 8' Ht.	B&B / Multi-stemmed
CCA	2	Eastern Redbud	<i>Cercis canadensis</i>	2.5" Cal.	B&B
Evergreen Trees					
PAB	20	Norway Spruce	<i>Picea abies</i>	7' to 8' Ht.	B&B
PSW	66	Eastern White Pine	<i>Pinus strobus</i>	7' to 8' Ht.	B&B
PSI	3	Austrian Pine	<i>Pinus nigra</i>	7' to 8' Ht.	B&B
Villa entrance typical – Shrubs					
Deciduous Shrubs					
FVB	140	Bronx Forsythia	<i>Forsythia viridissima</i> 'Bronxensis'	15" to 18"	Cont.
VON	260	Dwarf Cranberry Bush	<i>Viburnum opulus</i> 'Nanum'	18" to 24"	Cont.
Evergreen Shrubs					
BGM	48	Green Mountain Boxwood	<i>Buxus x 'Green Mountain'</i>	24" to 30"	Cont.
BVV	114	Vardar Valley Boxwood	<i>Buxus sempervirens</i> 'Vardar Valley'	18" to 24"	Cont.
Perennials					
SRA	1,482	Angelina Stonecrop	<i>Sedum rupestre</i> 'Angelina'	1 Gal.	Cont.
Ornamental Grasses					
LMV	352	Variegata Lilyturf	<i>Lilrope muscari</i> 'Variegata'	1 Gal.	Cont.
Groundcovers					
HHE	12	Myrtle, Periwinkle	<i>Vinca minor</i>	1 Gal.	Cont.
Climbing Vines					
Annals					
Bulbs					
Notes: Plant material size refers to Height unless otherwise noted Notes: Typical for Villas					



Sherri & Timothy Merkosky
4040 Alice Avenue
P.P. #003-188-31-393

Timothy Merkosky
4039 Gonyard Avenue
P.P. #003-188-31-392

GANYARD AVE. 50'

Margaret R. Waller
4038 Ganyard Avenue
P.O. 4003-18B-31-373

[illegible]

PROVISION LIVING BRUNSWICK
LOCATED IN

CITY OF BRUNSWICK LOCATED IN COUNTY OF MEDINA

CUNNINGHAM & ASSOCIATES, INC.
CIVIL ENGINEERING AND SURVEYING
 203 W. LIBERTY ST. MEDINA, OHIO 44256 330-725-5080

LANDSCAPING PLAN

SHEET TITLE:

DRAWN BY: <u>TEM</u> DATE: <u>6/30/22</u>
CHECKED BY: _____ DATE: _____
PROJECT No. <u>19-147</u>
ACAD FILE No. <u>M:\... \19147-LS.dwg</u>
_____ _____

SCALE: PLAN- 1"=50'
PROFILE-Horz.
Vert.

Provision Living at Brunswick

DATE: 12/2/22

Design Guidelines

Special Planning District Number 5 (SPD-5)

1) DEFINITION

- a) This SPD-5 is defined as a self-contained, care-based, residential development for individuals fifty-five years of age and older, or for individuals less than fifty-five years of age when residing with a spouse or sibling fifty-five years of age or older. All residents will have some degree of services and medical care available to them.

2) SITE PLANNING CRITERIA

- a) **Ancillary Facilities.** This senior-living development shall contain the following ancillary facilities: a multipurpose activity room, dining room, health and counseling office, meeting room, a lounge area, area for passive and active recreation, and any and all other amenities required to meet the needs of the senior residents.
- b) **Special Safety and Convenience Features.** This senior-living development shall be designed specifically for seniors, incorporating necessary safety and convenience features.
 - i) The site amenities provided should be more attractive than for multifamily projects, since the elderly people spend nearly all their time on the site.
 - ii) The yards and passive recreation areas should be extensive in quantity and fully landscaped.
 - iii) There should be a composition of small, intimate, private yard and court areas for a variety of passive activities.
 - iv) All pedestrian walkways designed for the use by residents shall be accessible. In addition, at least one accessible route within the site shall be provided from any public transportation stops, accessible parking, all resident facilities, accessible passenger loading zones, and public streets or sidewalks to an accessible entrance to each housing unit.
- c) **The Neighborhoods.** The site shall be divided into two neighborhoods to provide specific regulations for each side. The West Neighborhood shall be approximately 6.3 acres on the West side of the property. The East Neighborhood shall be approximately 9.9 acres on the East side of the property. The specific regulations for each neighborhood shall be specified in this SPD-5 guidelines.

3) BASIC DEVELOPMENT STANDARDS FOR THE ENTIRE DEVELOPMENT SITE

- a) **Minimum front yard setback:** 30 feet
- b) **Minimum side yard setback:** 50 feet
- c) **Minimum rear yard setback:** 50 feet
- d) **Landscaping Requirements**
 - i) The front yard to the West of the SPD-5 development shall be landscaped and shall not be used for parking or any other purpose, except driveways to reach designated parking areas. The following shall be allowed in this area: a sign and retaining wall with fall-

- protection fence that is properly landscaped to soften the façade. The fall-protection fencing shall be approximately 3-4 feet tall, built of wrought iron, or similar material. See Chapter 1282 Landscaping and Screening and 1270 Signs for other regulations.
- ii) The South side yard shall be landscaped to provide a buffer between the residential neighborhood to the South and the SPD-5 development area. This area may be used for stormwater management, including wetland and stream enhancement. The SPD-5 development will not increase water detention on the properties to the South and will improve water drainage for those properties.
 - (1) The buffer area to the South shall be maximized by thoughtful placement of built components, such as buildings and roads to the North of this buffer. The natural vegetation, and especially large trees, within this buffered area shall be protected to the extent possible. The construction process, addressing of drainage issues, and stream enhancement efforts shall be done with sensitivity and care to avoid damage to trees and root systems within this buffered area. Where it is impossible to save trees during the construction process, drainage work, and stream enhancement efforts, appropriate trees shall be replanted.
 - iii) The North side yard shall be landscaped to provide a buffer between the church property to the North and the SPD-5 development area. This area accommodates a large wetland area in the East neighborhood. In the West neighborhood, this area may accommodate necessary retaining walls with fall-protection fence that are properly landscaped to soften the façade, outdoor patios and recreation areas, and sidewalks that could link to activities on the church property. The fall-protection fencing shall be approximately 3-4 feet tall, built of wrought iron, or similar material. Landscaping will be provided in this yard area to screen loading areas, dumpsters, and other utility uses. An access road and staff parking will be located in this area and will be properly screened from the church property.
 - (1) The natural vegetation, and especially large trees, within the buffered area to the North shall be protected, to the extent possible. Construction shall be done with sensitivity and care to avoid damage to trees and root systems within this buffered area.
 - iv) The rear yard to the East of the SPD-5 development shall be landscaped to provide a buffer between the residential neighborhood to the South and East and the SPD-5 development area. This area shall provide an easement to the City of Brunswick that will allow for the use of a public, connection drive from Alice Avenue to Gaynard Avenue. A private access drive to the SPD-5 development area will be located in this area from the new connection drive. This access point shall be gated with a "breakaway" gate used only for emergencies. A turn-around road is located in this area for emergency vehicles and visitors. All drives shall be located a minimum of 10 feet from the property line and shall be landscaped.
 - (1) The natural vegetation, and especially large trees, within the buffered area to the East shall be protected, to the extent possible. Construction shall be done with sensitivity and care to avoid damage to trees and root systems within this buffered area. Additional trees of appropriate species, both evergreen and deciduous, will also be added in this East end buffer to enhance the buffer's effectiveness.
 - v) Trees of an appropriate species and mature size shall be planted along the main roadways on both sides, and in other locations, as appropriate to add shade, reduce wind, and enhance aesthetics of the site. Thought shall be given in the selection and placement of new trees to the following:
 - (1) The tree species' hardiness, appropriateness for the climate, and susceptibility to disease and pests.
 - (2) The tree species' messiness, speed of growth, and maintenance requirements

- (3) The appropriateness of the mature trees size, shape, and overall aesthetic appeal to the scale and texture of the built and natural environment in which it will be placed
- (4) The root structure's potential damage to walks, roadways, foundations, pipes, and other structural elements
- (5) The potential rubbing of a mature tree's branches on buildings
- (6) A growing tree's potential for interference with snow removal and clear sight lines of vehicular traffic.
- vi) The landscape design shall be regulated by chapter 1282 Landscaping and Screening.
- e) **Lighting Standards:** Lighting shall be provided near all circulation areas, buildings, and recreation areas where appropriate. The lighting design shall follow the guidelines below to promote safety, conserve resources, reduce effects on neighbors, and avoid light pollution.
 - i) Exterior lighting shall be designed and located at a pedestrian scale consistent with pedestrian movements and the neighborhood.
 - ii) The site shall be lite in a way that promotes use of the area after dark and addresses safety concerns.
 - iii) Lighting shall be spaced together closely to create an even lighting of the sidewalk, features a white light, and be concealed or shielded to avoid glare.
 - iv) Lighting poles and fixtures shall be compatible with the function and design of the feature and the aesthetics of the property.
 - v) The position of a lamp along a pedestrian walkway shall not exceed fifteen feet in height above the surface of the walkway.
 - vi) Total installed initial luminaire lumens of all outdoor lighting shall not exceed the total site lumen limit, which is 2.5 lumens per SF of hardscape. The following shall be provided to the zoning commission prior to final plat approval:
 - (a) A calculation of the total square footage of hardscape in the project, the total allowable lumens, and the total lumens and foot-candles of outdoor lighting to be installed.
 - (b) A table showing all exterior luminaires to be installed, their output in lumens, and the height at which they will be installed.
 - (c) In addition, all exterior lighting shall comply with the requirements, as outlined in 1276.14 of the City of Brunswick Planning and Zoning Code.
- f) **Common Open Space:** Each SPD-5 development shall provide common open space equal to a minimum of thirty percent (30%) of the development area. Common open space includes outdoor areas or enclosed recreational areas designed for use by all the residents, and their guests. Common open space includes lawns and other landscaped areas, natural areas, paved terraces and sitting areas, and indoor or outdoor recreation areas. Common open space excludes all areas within 20 feet of a building wall, vehicle parking or circulation areas, unless the space is a designated recreational space (e.g. courtyards, terraces, walking paths, lawns).
- g) **Parking and Road Standards**
 - i) All parking spaces shall be 9 feet by 19 feet.
 - ii) All drives between 90-degree parking spaces shall be 24 feet.
 - iii) All other drives shall be a minimum of 20 feet.
 - iv) The West entry drive shall match the width of the existing access road from Pearl and then shall taper to a minimum of 25 feet to the property line. From the property line, the road shall taper to 22 feet.
- h) **Stormwater Standards**

- i) All stormwater and drainage requirements as outlined in Section 1230.01 and Sections 1234 and 1236 will apply to this SPD-5. Where conflicts arise between these sections, the more stringent standard shall be followed.

4) THE WEST NEIGHBORHOOD

a) PERMITTED USES:

i) Congregate Living

- (1) These types of residences include services provided on-site, within the building, that provide basic daily needs for the residents. Such services may include, but are not limited to housekeeping, transportation and basic daily care. Such facilities may include, but are not limited to dining, spa, beauty/barber shop, fitness, activity, indoor living spaces, and outdoor living/activity spaces. Types of permitted congregate living are as follows:

(2) Assisted Living

- (a) A coordinated array of supportive personal and health services, available 24 hours a day, to residents who need those services in a residential setting. Promotes self-direction and participation in decisions that emphasize independence, privacy, dignity, and homelike surroundings. Such facilities may include, but are not limited to dining, spa, beauty/barber shop, fitness, activity, indoor living spaces, and supervised outdoor living spaces.
- (b) Each unit shall contain: a sleeping area/bedroom, closet, bathroom, kitchenette, living space.

(3) Memory Care

- (a) Assisted or Skilled Nursing care specifically for those who have Alzheimer's, dementia, or other age-associated memory impairments. Such facilities may include, but are not limited to dining, spa, beauty/barber shop, fitness, activity, indoor living spaces, and secured outdoor living spaces.
- (b) Each unit shall contain: a sleeping area/bedroom, closet, and bathroom.

(4) Skilled Nursing

- (a) Residential facility providing daily nursing and/or rehabilitative care that can be performed only by or under the supervision of skilled medical personnel. Such facilities may include, but are not limited to dining, and indoor living/activity spaces.
- (b) Each unit shall contain: a sleeping area, closet, and bathroom.

ii) Accessory Structures

- (1) The dumpster enclosure shall have 3 sides of masonry that matches the façade of the congregate living building, with the 4th side being an opaque gate for access, as specified on the conceptual development plan and in these regulations. This enclosure shall be buffered with landscaping.
- (2) The generator enclosure shall have walls that sufficiently screen the enclosed equipment, approximately 7 to 10 feet in height, clad in a mix of materials including masonry to match the congregate living building, as specified on the conceptual development plan and in these regulations. This enclosure shall be buffered with landscaping.
- (3) An entry sign that matches in style, design, and materials the congregate living building, and as regulated by Chapter 1270.
- (4) Other accessory structures shall be permitted in the recreation areas to provide shelter, recreational activity space, and/or storage for recreational activities. These structures

shall match the style, design, and materials of the independent living buildings, be secondary in scale, and no more than 25 feet tall.

b) SITE AND BUILDING REQUIREMENTS

- i) Minimum lot area: 6.3-acre neighborhood area
- ii) Minimum floor area per unit: Minimum 330 square feet per unit, plus minimum 120 square feet for each additional bedroom or bed. Any 330 square foot unit will be a studio unit consisting of a living area and private bathroom and will not include a kitchenette.
- iii) Maximum building height: 50 feet, this will accommodate a 3-story building and keeps with the scale of the surrounding buildings.
- iv) Density: a maximum of 15 units per acre
- v) Accessibility Standards:
 - (1) All facilities shall meet the accessibility standards as outlined in the Ohio Administrative Code 4101:1-11-01
- vi) Building Design Standards:
 - (1) Buildings shall have a maximum of 112 units.
 - (2) The front façade of the building shall provide a varying shape to break up the face of the building and to avoid walls in excess of 50 feet.
 - (3) A single style of material covering the exterior of a building shall not exceed 50% of the total façade. There shall be a minimum of 3 materials used on the building, one of which must be masonry.
 - (4) Style and materials shall match those used in the East Neighborhood.
 - (a) West Neighborhood will utilize cementitious, or like material, siding; while East Neighborhood will utilize a similar style, high quality vinyl siding.
 - (5) Earth tones will prevail in the color scheme throughout the West Neighborhood.
 - (6) All overhangs must be a minimum of 12 inches.
 - (7) All roofs will maintain at least a 4/12 pitch, with the predominant roof structures at a minimum of 6/12 pitch. Long rooflines shall be broken up through the use of gables, dormers, or other design elements.
 - (8) A means, such as a snow retention system, will be installed to ensure the safety of pedestrians from the dangers of snow falling from roof surfaces onto pedestrians below.
 - (9) Roofing colors shall be complementary to and darker than the predominant siding material.
 - (10) All exterior materials shall be low maintenance and durable, with resistance to moisture, wind, and sunlight.
 - (11) Windows throughout the development shall be generous in size and number to allow for sunlight to enter the interior spaces. Windows shall have a consistent mullion design throughout the development.
- vii) Building Spacing:
 - (1) The congregate living building, including their terraces, decks and patios, shall be separated by at least 30 feet to other buildings, except when windows of living areas and patios, decks and terraces face each other, they shall be separated by at least 40 feet, unless visions obscuring landscaping, walls or fences are provided between such patios, decks, or terraces.
- viii) Recreation Space: minimum of 60 square feet of common recreation space per unit is required. This space shall be grouped in large blocks, secured where necessary, and well landscaped.
- ix) Private Open Space: not required for congregate living facilities because of safety concerns. (see supporting documents for references)

- x) Parking Requirements: there shall be a minimum of .5 parking spaces per dwelling unit, per Table 1276.1. See Chapter 1276 Parking and Site Design.

5) THE EAST NEIGHBORHOOD

a) PERMITTED USES:

i) Independent Living with Services

- (1) These residents will be participants in the on-site, medical care community while maintaining a degree of independence. They will benefit from services that may include, but are not limited to transportation, home health assistance, meals, maintenance, housekeeping, and concierge services. These residences may be attached units with private garages and entrances.
- (2) Each unit shall contain: a bedroom, closet, bathroom, kitchen, living space, at least a 1 car-garage, and 60 square feet of private open space such as a patio.

ii) Club House structure

- (1) The club house shall match the style, design and materials of the independent living buildings, be no more than 25 feet tall and as specified on the conceptual development plan and in these regulations. This building shall be buffered with landscaping.

iii) Accessory Structures

- (1) The maintenance and storage building shall match the style, design, and materials of the independent living buildings, be no larger than 30 feet by 30 feet, be no more than 25 feet tall, and as specified on the conceptual development plan and in these regulations. This building shall be buffered with landscaping.
- (2) Other accessory structures shall be permitted in the recreation areas to provide shelter, recreational activity space, and storage for recreational activities. These structures shall match the style, design, and materials of the independent living buildings, be secondary in scale, and no more than 25 feet tall.

b) SITE AND BUILDING REQUIREMENTS IN THE EAST NEIGHBORHOOD

- i) Minimum lot area: 9.9-acre neighborhood area, 16.2 acres for total site
- ii) Minimum floor area per unit: Minimum 1000 square feet for each one-bedroom unit; plus minimum 120 square feet for each additional bedroom
- iii) Maximum building height: 35 feet, this will accommodate a single-story building and keeps with the scale of the surrounding neighborhood.
- iv) Density: a maximum of 5 units per acre
- v) Accessibility Standards:
 - (1) All housing units shall have at least one accessible entrance. To the extent feasibly, all entrances and exterior private spaces for use by residents such as porches, decks, balconies, and walks shall be accessible. Where accessibility to secondary entrances and private spaces is not feasible, there shall not be more than two steps to these areas.
- vi) Building Design Standards:
 - (1) Buildings shall have a maximum of 4 units attached in a single building.
 - (2) The front façade of each building shall provide a varying shape to break up the face of the building.
 - (3) A single style of material covering the exterior of a building shall not exceed 75% of the total façade. There shall be a minimum of 3 materials used on the building, one of which must be masonry.
 - (4) Style and materials shall match those used in the West Neighborhood.
 - (a) West Neighborhood will utilize cementitious, or like material, siding; while East

Neighborhood will utilize a similar style, high quality vinyl siding.

- (5) All overhangs must be a minimum of 12 inches.
 - (6) Earth tones will prevail in the color scheme throughout the East Neighborhood.
 - (7) All primary roofs will maintain at least a 6/12 pitch. Garage shed dormer will maintain at least a 3/12 pitch. Long rooflines shall be broken up through the use of gables, dormers, or other design elements.
 - (8) Roofing colors shall be complementary to and darker than the predominant siding material.
 - (9) All exterior materials shall be low maintenance and durable, with resistance to moisture, wind, and sunlight.
 - (10) Windows shall be generous in size and number to allow for sunlight to enter the interior spaces. Windows shall have a consistent mullion design throughout the development.
 - (11) Garages shall be designed and located so they are not the dominant visual element of the building or streetscape. All attached garages shall comply with the following:
 - (a) The garage door shall be set back a minimum of 20 feet from the road or sidewalk, whichever is closer. In no instance shall the garage door be more than six (6) feet in front of the main living area.
 - (b) All attached garages shall be fully integrated into the building mass.
- vii) Building Spacing:
- (1) Independent living residences, including their terraces, decks, and patios require setbacks of:
 - (a) 15 feet front yard setback to sidewalk or road, whichever is closer; and 20 feet from garage door to sidewalk or road, whichever is closer.
 - (b) 20 feet side yard setback to another single-family structure or road
 - (c) 30 feet rear yard setback to another single-family structure or road
- viii) Recreation Space: minimum of 500 square feet of common recreation space per unit is required. In developments of more than 4 acres, at least one recreation area shall be a block with minimum dimensions of 100 feet by 100 feet and the balance shall be in large blocks to support its intended recreation use.
- ix) Private Open Space: minimum of 60 square feet per unit is required. Private open space shall not occupy any portion of the common open space or recreation space already required. Private open space shall be specifically designed and constructed to be used and enjoyed by the residents of an individual dwelling unit. Such space shall be screened or otherwise designed to provide privacy for the intended users.
- x) Parking Requirements: there shall be a minimum of 2 off-street parking spaces per dwelling unit, one of which shall be in a garage attached to its corresponding unit. In addition, 1 off-street visitor space per every 5 units shall be provided. See Table 1276.1. See Chapter 1276 Parking and Site Design.

CITY OF BRUNSWICK

MAYOR
RON FALCONI

CITY MANAGER / SAFETY DIRECTOR
CARL S. DEFOREST

COUNCIL
MICHAEL J. ABELLA, JR
ANTHONY P. CAPRETTA
JOSEPH P. DELSANTER
NICHOLAS HANEK
BRANDON LAMBERT
KRISTY PIPER
TIM SMITH

January 20, 2023

Dave Bayliss
Provision Living
9450 Manchester Road, Suite 207
St. Louis, MO 63119

RE: Provision Living Brunswick SPD-5
953 Pearl Road, Brunswick, Ohio

Dear Mr. Bayliss:

The Brunswick City Planning Commission, at their meeting on January 19, 2023, voted to **recommend approval** to City Council of the Provision Living Brunswick SPD-5 senior development complex detailed site plan and revised development guidelines, 953 Pearl Road, Brunswick, Ohio, subject to the following:

1. Pursuant to Section 1268.07(c) and (d), respectively, changes to the conceptual development plan of more than a cosmetic nature shall also be approved by City Council by ordinance. Additionally, once a Special Planning District is created, it may only be changed through the Charter provisions for zoning amendments. The first reading on the proposed legislation is scheduled for City Council's meeting on January 23, 2023. Please contact Laura Timura, Clerk of Council, at (330) 558-558-6845 for scheduled meeting times.
2. The location of the two – 35' high ladders at opposite ends of the building shall be indicated on the site and building plans.
3. Final site plan approval is subject to engineering approval.
4. Following engineering approval, necessary permits and inspections must be obtained from the Division of Building.



4095 CENTER ROAD - BRUNSWICK, OHIO 44212

CITY HALL PHONE: (330) 225-9144 - FAX: (330) 273-8023 - POLICE & FIRE PHONE: (330) 225-9111 - FAX: (330) 225-6002 <http://www.brunswick.oh.us>

Please provide one set of complete engineering drawings and calculations to the City Engineer for review. The drawings and calculations submitted must include any plan revisions stipulated by the Planning Commission in their approval motion and listed above. The drawings and calculations submitted must each be signed and stamped by a registered Professional Engineer and be based upon a current topographic existing conditions survey of the site. The existing conditions survey shall be included in the project plan set and must be signed and stamped by the registered Professional Surveyor who performed the work.

Also, please ensure your design engineer reviews Chapter 1234 Erosion and Sediment Control; Chapter 1236 Storm Water Management; and Chapter 1238 Riparian Zones of the Brunswick Codified Ordinances, and includes any appropriate measures into the engineered plans and calculations. Should you or your design engineer have any questions regarding site plan requirements, please contact the Engineering Department at (330) 558-6880.

Section 1234.11 (effective February 11, 2008), requires the Storm Water Pollution Prevention Plan and Abbreviated Storm Water Pollution Prevention Plan review, filing, and inspection fee to be included as part of a complete submittal and is required to be submitted to the City of Brunswick before the review process begins. **Please remit payment in the amount of \$2,500.00 for the above process when engineering detailed site plans are submitted.**

Effective February 7, 2007, the project applicant shall be responsible for all costs associated with the engineering review of a proposed project. The applicant shall post a review fee deposit, pursuant to Section 1278.03(g) of the Brunswick Codified Ordinances. **The City Engineer has established a review deposit of \$7,500.00 for this project.** A check in that amount, made payable to the City of Brunswick, must be included with the submission of the engineered drawings and calculations. **The engineering review of the project will not begin until these funds have been placed on deposit with the City of Brunswick.**

It is important to note the deposit amount presented above is only an estimate. As engineering costs are incurred, a corresponding amount will be deducted from the deposit balance. Any funds that remain after the project has been constructed and accepted shall be returned to the entity or person that posted the funds initially. Should the deposit fall below 30% of the initial amount, the applicant may be required to deposit additional funds as determined by the City Engineer.

Upon completion of the review, the City Engineer will request **four final sets** of plans for signature purposes. After the plans are signed by the Planning Commission and City Engineer, one signed set will be returned to your attention.

The Zoning Code requires a **financial guarantee** "to ensure that all site features, including, but not limited to, parking, drainage, sidewalks, screening, exterior lighting and landscaping, conform to the approved site plan." The guarantee amount must be based on an itemized estimate from a designer or contractor and must be approved by the City Engineer.

The guarantee must be **in the form of cash, letter of credit, or performance bond**, unless another form is approved by the Law Director. The enclosed samples may be utilized for this

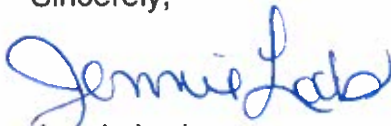
purpose. Please contact the City Engineer for more information regarding the financial guarantee.

The record site plans, engineering approval, project cost estimate, and financial guarantee must all be in place before building permits can be issued.

The Commission's **site approval is valid for one year** from the date the Planning Commission voted to approve the project.

Please contact me at (330) 558-6830 if you have any questions.

Sincerely,



Jennie Lods,
Planning & Zoning Coordinator

enc.

c: Carl S. DeForest, City Manager/Safety Director
Grant Aungst, Community & Economic Dev. Director
Matt Jones, Consulting City Engineer
Cliff Calaway, Chief Building Official
Ryan Tebeau, Provision Living
Lindsay Kneale, Arco Construction Company

PROPOSED LEGISLATION



DATE: 1/23/2023

TO: Vice Mayor Nicholas Hanek and Members of City Council

FROM: Carl S. DeForest, City Manager
Kayla Pawlowski

COPY: Mayor Ron Falconi

LEGISLATION: **RES. NO. 4-2023** - An emergency resolution authorizing the City Manager to enter into a one (1) year contract for property, automobile, inland marine, general liability, public officials liability, public officials liability, police liability, boiler and machines, crime coverage, cyber coverage, employment practice and umbrella insurance coverage - **1st Reading** (To be brought from Committee-of-the-Whole, *Administration/Kayla Pawlowski*)

BACKGROUND: Our current insurance policy will expire on January 31,2023. We must enter into a new contract to insure equipment, property, buildings, etc. from February 1,2023 through January 31,2024

Love Insurance Agency obtained proposals for this coverage.

PURPOSE AND EXPLANATION: To provide insurance coverage for equipment, property, facilities, etc. effective February, 1,2023

IMPLEMENTATION SCHEDULE: As soon as allowed by law

FINANCIAL INFORMATION:

FINANCIAL SUMMARY: The liability insurance policy is from February 1, 2023 through January 31, 2024 at a total premium amount not to exceed \$311,631. The total premium amount includes 1) an annual premium of \$276,189 for various insurance coverages pertaining to property, employer, employee, vehicles, etc: 2) an annual premium of \$35,442 for crime and cyber coverage and 3) requested an additional premium amount not to exceed \$35,000 for prorated premium adjustments for City property removed from and/or added to coverage during this policy year which would result in additional premium amounts due from the City. In order to be pain, expenditures must be covered by sufficient Council appropriatons. Expenditures will be posted to the respective fund and department based on the items or persons being insured. The request is 3% more than that approved last

year via Resolution 6-2022. Total Costs of insurance +/- net additions/deletions = \$346,631.

**RECOMMENDED
ACTION:**

One Reading	Yes
Two Readings	No
Three Readings	No
Emergency	Yes
Suspension of Rules	Yes

If emergency or suspension of the rules, why the request?

**ADDITIONAL
INFORMATION:**

CITY OF BRUNSWICK, OHIO
RESOLUTION NO. 4-2023

BY: Committee-of-the-Whole

AN EMERGENCY RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A ONE (1) YEAR CONTRACT FOR PROPERTY, AUTOMOBILE, INLAND MARINE, GENERAL LIABILITY, PUBLIC OFFICIALS LIABILITY, POLICE LIABILITY, BOILER AND MACHINES, CRIME COVERAGE, CYBER COVERAGE, EMPLOYMENT PRACTICE AND UMBRELLA INSURANCE COVERAGE.

WHEREAS: The City utilized the professional services of Love Insurance Agency to obtain proposals for property, automobile, inland marine, general liability, public officials liability, police liability, boiler and machines, crime coverage, cyber coverage, employment practice and umbrella insurance coverage;

WHEREAS: The annual premium for the lowest and best policy is \$311,631.00 for the package, which amount includes crime and cyber coverage premiums in the amount of \$35,442.00; and

WHEREAS: An additional premium not to exceed \$35,000.00 is necessary to account for potential prorated premium adjustments for City property removed from and/or added to the policy.

WHEREAS: THE COUNCIL OF THE CITY OF BRUNSWICK HEREBY RESOLVES:

SECTION 1: That the City Manager is hereby authorized to enter into a one (1) year contract from February 1, 2023 through January 31, 2024 at an annual premium in an amount of \$311,631.00 for the package, which amount includes crime and cyber coverage premiums in the amount of \$35,442.00, effective February 1, 2023 for the following insurance: property, automobile, inland marine, general liability, public officials liability, police liability, boiler and machines, crime coverage, cyber coverage, employment practice and umbrella coverage.

SECTION 2: An additional premium not to exceed \$35,000.00 is hereby authorized to account for potential prorated premium adjustments for City property removed from and/or added to the policy.

SECTION 3: The Finance Director is authorized to issue a warrant for payment of the insurance coverages upon receipt of a proper invoice from the City Manager.

SECTION 4: This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, property, health, safety and welfare, and for the additional reason that the previous policy and liability insurance coverage expires on January 31, 2023. Therefore, the same shall be in full force

and effect from and after its passage by the required number of votes or from the earliest time allowed by law.

PASSED: 1st Reading _____

Rules Suspended: AYES _____ NAYS _____

ADOPTED: _____ AYES _____ NAYS _____

ATTEST: _____
 Clerk of Council
 Laura E. Timura