

BRUNSWICK CITY PLANNING COMMISSION

November 2, 2023 - Caucus

6:40 p.m.

Attendance:

Joe Shirilla, Chairman
Brad Saeger, Vice-Chairman
John Rocha, Secretary
Joe Delsanter, Council Representative
Matt Jones, City Engineer
Santo Incorvaia, Assistant Law Director
Grant Aungst, Community and Economic Development Director
Jennie Lods, Planning and Zoning Coordinator
Brandon Hayes, 2862 State Route 303

Chairman Shirilla called the meeting to order at 6:40 p.m.

The first item was **Costa 10-Minute Oil Change**
(Public hearing – conditional zoning certificate)
Location: 1314 Pearl Road (former Rapid Wrench & Lube)
C-G District

Mr. Aungst stated the city was not aware they were moving into this site until signs were erected. There are multiple issues that need updated with this site and there was no site plan review submitted. When a property changes hands they need to be brought up to code. Chairman Shirilla said, in his opinion a conditional zoning certificate would require seeing a site plan and feels this is premature. Mr. Aungst said we have not had any contact with the owners and they are not present so far at the meeting. Vice-Chairman Saeger said if the applicant shows up, we should table it until a site plan is given. Mr. Jones agreed we need a site plan.

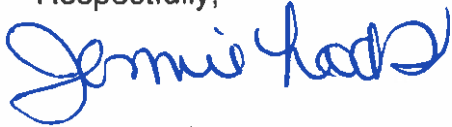
The second item was **Castek Inc.**
(Site Plan review)
Location: 3027 Nationwide Parkway
I-L District

Vice-Chairman Saeger feels that this site is much more improved over what they have now. Mr. Aungst said the head company is in Elyria and this location is being established as one of their key locations. Mr. Aungst feels that over the next 3 years they may be building a second building and are making many improvements.

Vice Chairman Saeger talked about the name change under old business which was explained further by Miss Lods: Sunoco was bought by Shell/True North and they were requesting a conditional zoning certificate transfer for the digital fuel display ground sign.

Chairman Shirilla adjourned the meeting at 6:48 p.m.

Respectfully,

A handwritten signature in blue ink, appearing to read "Jennie Lods". The signature is fluid and cursive, with the first name "Jennie" being more prominent than the last name "Lods".

Jennie Lods

BRUNSWICK CITY PLANNING COMMISSION

November 2, 2023

6:48 p.m.

Attendance:

Joe Shirilla, Chairman
Brad Saeger, Vice-Chairman
John Rocha, Secretary
Joe Delsanter, Council Representative
Matt Jones, City Engineer
Grant Aungst, Community and Economic Director
Santo Incorvaia, Assistant Law Director
Jennie Lods, Planning and Zoning Coordinator
Brandon Hayes, 2862 State Route 303

Item 1

Chairman Shirilla called the meeting to order at 6:48 p.m.

Chairman Shirilla made a motion to excuse Jeff Arona and Abbas Hasan for just cause.
Mr. Rocha seconded the motion.
3 ayes, 0 nays.

Ms. Lods called the roll: 3 Present 2 Absent (Jeff Arona and Abbas Hasan)

Item 2

Announcements or Correspondence. There were no announcements or correspondence.

Item 3

Approval of October 19, 2023 minutes.

MR. ROCHA MOTIONED TO APPROVE THE MINUTES FROM OCTOBER 19, 2023.
VICE CHAIRMAN SAEGER SECONDED THE MOTION. THE VOTE WAS 3 AYES, 0 NAYS

Item 4 (a)

Regarding Public hearing – conditional zoning certificate – Costa 10-Minute Oil Change
no one was present.

Costa 10-Minute Oil Change

(Public hearing – conditional zoning certificate)

Location: 1314 Pearl Road (former Rapid Wrench & Lube)
C-G District

No one was present on behalf of Costa 10-Minute Oil Change. Vice-Chairman Saeger said the applicant does not have enough information for us to approve the conditional zoning certificate. Chairman Shirilla does not feel comfortable approving the conditional zoning certificate because the applicant is not present and the applicant has installed some signs that they have not pulled permits for. Mr. Rocha is in agreement with the board.

Public Hearing was opened at 6:52 p.m. No one appeared for the public hearing. Public Hearing was closed at 6:53 p.m.

The Staff Review Comments were addressed as follows:

1. As allowed by Section 1274.06(d), a conditional zoning certificate may transfer to a new owner when a property or business is sold, subject to Planning Commission approval.
2. A site plan shall be submitted; the Administration recommends repairing the parking lot, as it is in disrepair.
3. No outdoor sales or displays shall be permitted without Planning Commission approval, pursuant to Section 1280.12.
4. The dumpster enclosure is in disrepair and shall be replaced, which must be constructed of materials comparable to the building, as required by Section 1276.12(a).
5. Suggest adding planters along the Pearl Road right-of-way to enhance the site, as the existing landscaping does not conform to Section 1282.06(e).
6. All requirements shall be adhered to on the conditional zoning certificate.
7. A sign package shall be submitted to the Division of Building, as multiple wall signs have been installed, which will require variances from the Board of Zoning Appeals.

Staff Recommendations:

Staff recommends approval of the conditional zoning certificate provided the above items are addressed.

Chairman Shirilla asked Mr. Incorvaia: What will be our course of action on the conditional zoning certificate. Mr. Incorvaia said according to the Code 1274.05(c) the

Commission shall act as soon as practical on the pending application but in no event shall act any later than 30 days after the date of the public hearing. The review period may be extended by agreement with the applicant. They can deny and state the reasons and the applicant can reapply with further information. They would have to submit a new application and set up a new public hearing.

Chairman Shirilla suggests either deny or approve the certificate tonight.

There were no further discussions from the Commission.

VICE-CHAIRMAN SAEGER MADE A MOTION TO DENY THE CONDITIONAL ZONING CERTIFICATE FOR COSTA 10-MINUTE OIL CHANGE, 1314 PEARL ROAD, BRUNSWICK, OHIO (FORMER RAPID WRENCH & LUBE) IN THE C-G DISTRICT WITH THE FOLLOWING COMMENTS: THE APPLICANT HAS NOT SUBMITTED A SITE PLAN FOR REVIEW AND TO POTENTIALLY ADDRESS PARKING AND EXSISITNG CONDITIONS. ADDITIONAL SIGNAGE HAS BEEN ADDED TO THE BUILDING WITHOUT PERMITS. THE APPLICANT IS NOT PRESENT TO ADDRESS THESE QUESTIONS.

Mr. Rocha seconded.

3 ayes, 0 nays

Item 4 (b)

Regarding the site plan review – Castek Inc. Brandon Hayes was present.

Castek Inc.

(Site plan review)

Location: 3027 Nationwide Parkway
I-L District

Brandon Hayes of 2862 State Route 303 was present and he provided an updated landscape plan showing about 16 percent of landscaping in the front of the building. Second, is the grading plan – he provided additional pictures showing the water flow. Lastly, the trucks pulling forward – they wanted to extend the proposed concrete pad so that will enable the trucks to pull in and back into the loading dock. They can provide signage to show that. Mr. Jones felt this was sufficient documentation to move forward and was such a small area it didn't need a SWP plan.

Mr. Aungst said about the trucks: In our Code it says you have to have forward motion of the vehicle which means you can't back in from the street however if the trucks aren't able to pull in due to the size of the site it can get a modification from the board but it seems like they have a solution so they will not need that at this time.

Mr. Hayes also mentioned they added landscaping in the front to equal about 16 percent. Mr. Aungst noticed they added additional landscaping on the side of the building as well.

Chairman Shirilla feels the landscaping is definitely more than 5 percent and the added concrete makes great sense. Chairman Shirilla wanted to know what Castek does? Mr. Hayes answered: They do castings and moldings and have different CNC machines. Example: They make a casting for the carpet that goes in a car. They make moldings for them and the tools for the applications. Different moldings out of wood and aluminum. Mr. Aungst explained this a little fuller that they do not make the carpet.

The Staff Review Comments were addressed as follows:

1. With the installation of new landscaping, verify that a minimum of 5% of the total front yard area is landscaped with trees, shrubs, planting beds and/or perennial borders and beds in a design selected by the owner. **The applicant fulfilled this with 16 percent landscaping.**
2. Submit a grading plan for the new concrete pavement, subject to engineering approval. **Mr. Jones feels this is sufficient to move forward.**
3. Pursuant to Section 1276.11(b), verify that trucks entering the site will use forward movement and will not back into the site. **The applicant will extend a concrete pad so trucks can pull into the site, then back into the loading docks.**

Staff Recommendations:

Staff recommends approval of the proposed site and façade improvements, provided the above items are addressed.

There was no further discussion from the Commission.

VICE-CHAIRMAN SAEGER MADE A MOTION TO APPROVE THE PROPOSED SITE AND FAÇADE IMPROVEMENTS FOR CASTEK INC., 3027 NATIONWIDE PARKWAY WITH THE FOLLOWING COMMENTS: STAFF REVIEW COMMENTS NUMBER 1, 2 AND 3 HAVE ALL BEEN PROVIDED AND OR CONFIRMED BY THE APPLICANT AND THE FINAL DOCUMENTS WILL BE SUBMITTED FOR ENGINEERING APPROVAL.

Mr. Rocha seconded the motion. The vote was 3 Ayes, 0 Nays.

Item 5

Old Business – Transfer conditional zoning certificate from Sunoco to True North for electronic digital display fuel pricing ground sign. Chairman Shirilla read the letter from

Lindsay Lyden stating that due to the recent acquisition of the property at 3240 Center Rd., Brunswick, OH, we would like to have the conditional zoning certificate transferred from the Previous Owner (Free Enterprises) to True North Energy for the electronic fuel pricers for the ground sign. Vice-Chairman Saeger wanted to make sure there were no issues with the current ground sign and Mr. Aungst stated there are not. Mr. Aungst also stated they were going to BZA for further signage. Mr. Incorvaia mentioned that this would be conditional upon them giving us a statement stating they will adhere to all the provisions of the previous conditional zoning certificate.

VICE-CHAIRMAN SAEGER MADE A MOTION TO APPROVE THE TRANSFER OF THE CONDITIONAL ZONING CERTIFICATE FOR PROPERTY AT 3240 CENTER ROAD IN BRUNSWICK TO THE TRUE NORTH ENERGY CORP. WITH THE CONDITION THAT THEY WILL PROVIDE A STATEMENT THAT THEY WILL COMPLY WITH ALL THE CONDITIONS OF THE PREVIOUS CONDITIONAL ZONING CERTIFICATE.

Mr. Rocha seconded the motion. The vote was 3 Ayes, 0 Nays.

Item 6

New business – Ms. Lods talked about the Public Hearing for Carpenter Glen and Public Hearing for Ronlen Industries.

Mr. Aungst suggested moving the December 21, 2023 meeting up to December 14, 2023 with one applicant on that day if they decide to present.

CHAIRMAN SHIRILLA UPON DISCUSSION MADE A MOTION TO APPROVE MOVING THE DECEMBER 21, 2023 TO DECEMBER 14, 2023 TOO ACCOMMODATE THE HOLIDAYS AS WELL AS A POTENTIAL APPLICANT. THE MEETING WILL BE AT 6:30 P.M. WAS ADDED TO THE MOTION.

Vice-Chairman Saeger seconded the motion. 3 Ayes, 0 Nays.

Item 7

Public Comment Period – There was no Public Comments.

Item 8

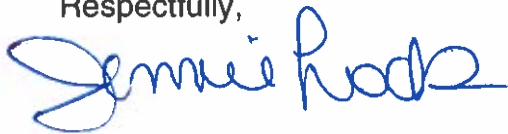
Council Representative's Report – There was no council report.

MR. ROCHA MADE A MOTION TO ADJOURN

Vice-Chairman Saeger seconded the motion. The vote was 3 Ayes 0 Nays.

The meeting was adjourned at 7:17 p.m.

Respectfully,

A handwritten signature in blue ink, appearing to read "Jennie Lods", written in a cursive style.

Jennie Lods

PLANNING COMMISSION STAFF REPORT

NOVEMBER 2, 2023

Costa 10-Minute Oil Change

(Public hearing – conditional zoning certificate)

Location 1314 Pearl Road (former Rapid Wrench & Lube)
C-G District

Proposed Use & Background:

A conditional zoning certificate application has been submitted to operate an automotive quick oil change facility in the C-G General Commercial District. Automobile repair facilities are a conditionally permitted use in the C-G District, pursuant to Section 1260.04(k), subject to Section 1274.08(a), (d), (f), and (g) of the Zoning Code.

Hours of operation will be from 9:00 a.m. until 6:00 p.m. Monday through Saturday. There will be two to four employees.

Staff Review Comments:

1. As allowed by Section 1274.06(d), a conditional zoning certificate may transfer to a new owner when a property or business is sold, subject to Planning Commission approval.
2. A site plan shall be submitted; the Administration recommends repairing the parking lot, as it is in disrepair.
3. No outdoor sales or displays shall be permitted without Planning Commission approval, pursuant to Section 1280.12.
4. The dumpster enclosure is in disrepair and shall be replaced, which must be constructed of materials comparable to the building, as required by Section 1276.12(a).
5. Suggest adding planters along the Pearl Road right-of-way to enhance the site, as the existing landscaping does not conform to Section 1282.06(e).
6. All requirements shall be adhered to on the conditional zoning certificate.
7. A sign package shall be submitted to the Division of Building, as multiple wall signs have been installed, which will require variances from the Board of Zoning Appeals.

Staff Recommendations:

Staff recommends approval of the conditional zoning certificate, provided the above items are addressed.

Staff Recommendations:

Staff recommends approval of the proposed site and façade improvements, provided the above items are addressed.