



**Planning Commission Meeting Minutes
January 22, 2024
7:00 p.m.**

Marc Cohen called to order at 7:00 p.m. the meeting of the Twinsburg City Planning Commission.

ROLL CALL:

Present: Edward Hoegler, Marc Cohen, Steve Shebeck
Also Present: Lynn Muter, City Planner and Scott Barr, Council Representative
Matt Vazzana, Law Director, Mayor Sam Scaffide

Work Session:

1. Lot Consolidation

PP's # 64-00626, 64-01782, 64-01198

Meaghan O'Connor

- They are seeking lot consolidation and site plan approval for the proposed daycare on Aurora Road.
- Mr. Cohen stated this is for the recommendation to Council for the consolidation and the dedication of right away and final site plan approval.
- Ms. O'Connor stated they have made some adjustments. They are adding 10 feet of public dedication for a sidewalk.
- Ms. Muter stated that there is an access easement and a landscape easement that will be recorded as well as the consolidation.

2. Final Site Plan – Child Daycare

2644 East Aurora Road

PP#'s 64-00626, 64-01782, 64-01198

Meaghan O'Connor

- They have adjusted the site plan to reduce the parking that is towards the front of Aurora Road, increase the amount of landscaping and they have the option to put land banked spaces in. The storm water accommodate as if they are building the additional land banked spaces.
- Ms. O'Connor discussed they were asked to have the door face Aurora Road. The tenant would also like to have a second door that would be closer to the parking lot. There would be two doors to the same lobby.
- Members discussed they are pleased with the site plan changes.
- Ms. Muter discussed that landscaping has been added to the side of the play yard to meet the standard we developed per the zoning amendment.

3. Final Site Plan – Office Building

8093 Darrow Road

PP#'s 64-09670

Emily Scheffler & Conway Pedron

- Mr. Pedron stated they have addressed some of the previous comments related to landscaping and they have altered the accessory building.
- They have upgraded the materials from being a full block building to now having metal panels on it. This will be more aesthetically pleasing.
- They have also increased the amount of storm water retention on the site and repositioned it slightly around the accessory building.
- Landscaping on the site has been shifted, more trees to be planted on the front and the paths in the rear have more connections to the adjacent volleyball and basketball courts.
- Mr. Cohen discussed that conditions for approval will require approval of the storm water management by the City Engineer, approval of the long term maintenance agreement by the City Engineer and final plan approval by the City Engineer.
- Ms. Muter discussed the clearing limits going beyond the sidewalk location. The recommendation would be to an average of 5 ft. width on the property side of the sidewalk to keep it clear. Ms. Muter would like to see a more accurate site plan or landscaping plan to indicate what will be on the property. She stated that landscape plan needs to be included in the other site plan documents.
- No additional comments presented from members.

4. Zoning Code Amendment – Part Eleven – Planning and Zoning Code

Chapter 1197 Administration and Enforcement, 1197.13 Penalties

Matt Vazzana, Law Director

- Discussion moved to the Regular meeting.

Regular Meeting: 7:13pm

1. Approval of the December 18, 2023 minutes

Mr. Cohen motioned to approve minutes for Planning Commission meeting on December 18, 2023, as submitted.

No objections or corrections presented.

Minutes approved as submitted.

2. Public Participation: None Presented

3. Lot Consolidation

PP's# 64-00626, 64-01782, 64-01198
Meaghan O'Connor

MOTION: Upon reliance upon representations made by the applicant and their representatives along with the submitted Lot Consolidation and Right of Way Dedication Plat for 2644 East Aurora Road, PP #64-00626, 64-01198, 64-01782, date stamped received January 2, 2024, Mr. Cohen moves that Planning Commission recommend approval to City Council with the following condition:

1. Adding the C5 Mixed Residence Business District Zoning notation.

Mr. Shebeck seconded the Motion.

No discussion presented.

Upon roll call Motion passed 3-0.

4. Final Site Plan – Child Daycare

2644 East Aurora Road
PP#'s 64-00626, 64-01782, 64-01198
Meaghan O'Connor

MOTION: Upon reliance upon representations made by the applicant and their representatives along with the submitted Site Plan and Landscape Plan for 814 Services, LLC Child Care at 2644 East Aurora Road, date stamped received January 10, 2024, Mr. Cohen moves for Final Site Plan approval with the following conditions:

1. City Council approval of Consolidation and Right of Way dedication plat.
2. Approval of the storm water management plan by the City Engineer.
3. Approval of the long term maintenance agreement by the City Engineer.

Mr. Shebeck seconded the Motion.

No discussion presented.

Upon roll call Motion passed 3-0.

5. Final Site Plan – Office Building

8093 Darrow Road
PP#'s 64-09670
Conway Pedron

MOTION: Upon reliance upon representations made by the applicant and their representatives along with the submitted Site Plan and Landscape Plan for Pepperl and Fuchs Office Building, 8093 Darrow Road, PP #64-09670, date stamped received January 16, 2024, Mr. Cohen moves for final Site Plan approval with the following conditions:

- 1. Approval of the storm water management plan by the City Engineer.**
- 2. Approval of the long term maintenance agreement by the City Engineer.**
- 3. Final plan approval by the City Engineer and City Planner.**

Mr. Shebeck seconded the Motion.
No discussion presented.
Upon roll call Motion passed 3-0.

6. Zoning Code Amendment – Part Eleven – Planning and Zoning Code

Chapter 1197 Administration and Enforcement, 1197.13 Penalties
Matt Vazzana, Law Director

- Mr. Vazzana discussed the importance of the key components to the success of the City's built environment.
- Mr. Vazzana discussed penalties and sentencing guidelines including the framework for enforcement for the building and planning and zoning codes.
- Mr. Vazzana stated they are proposing a simple, consistent penalty framework.
- He discussed the importance of the City having the ability to use third degree misdemeanors and first degree misdemeanors for offenders as an incentive for compliance.
- Mayor Scaffide discussed multiple examples of building permit violations within the City including occupancy permits, sign consistency, and various other code violations.
- Commission members discussed their support for uniformity of the penalties and code and permit consistency with regulations enforcement.

Motion: Mr. Cohen moves that the Planning Commission make a positive recommendation to City Council for the proposed updates to Chapter 1197 Administration and Enforcement of the Twinsburg Zoning and Development Regulations, dated for distribution December 18, 2023.

Mr. Shebeck seconded the Motion.
No discussion presented.
Upon roll call Motion passed 3-0.

7. Communications & Miscellaneous:

- Ms. Muter discussed upcoming meeting items and applications.
- Next Planning Commission meeting is February 26, 2024.

8. Excuse Absent Member(s):

**Mr. Shebeck motioned to excuse absent members: Michael Walker and Kraig Shipley
Mr. Hoegler seconded the Motion.
No objections presented.
Upon roll call, the Motion passed unanimously, 3-0.**

- 9. Adjournment:** There being no further business to come before the Planning Commission, the meeting unanimously adjourned at 7:52pm.

Marc Cohen, Chairman

Tina Falconbery, Secretary