

Minutes of Public Hearings and a Meeting
of the
City of Bay Village Planning Commission
held January 8, 2014

Present: Foster, Lesny Fleming, Lieske, Maddux, Majewski, Persanyi,

Absent: None

Also Present: Clint Keener, Superintendent, Bay Village City Schools
Michael Kotansky, Architect for the Bay Schools projects
Scott Wagner, Construction Manager, Regency Construction for
Bay Schools, Daryl Stumph, Bay Schools E. P. Horvath, Mary Jo
Mazzolini, Councilman Steve Lee, John Cheatham, SAFEbuilt Inc.

Audience: Marty Mace, J. Bradley Hull, Ellen Oakley, M. Dendinger

Chairman pro tem Bela Persanyi welcomed new member Jeff Foster, and new Council representative Karen Lieske to the City of Bay Village Planning Commission. Mr. Persanyi noted that Councilwoman Lieske is a former member and President of the Bay Village Board of Education. Mr. Jeff Foster is a registered architect who has also been heavily involved in municipal work and projects similar to those under consideration of the Planning Commission currently.

PUBLIC HEARING
WESTERLY ELEMENTARY SCHOOL ADDITIONS

Chairman pro tem Persanyi opened the Public Hearing for the Westerly Elementary School additions at 7:30 p.m.

Mr. Michael Kotansky, architect for the project presented the proposal for the addition. A 4000 square foot addition to the front of the building is being proposed to house a library that will extend out approximately 50 feet toward Wolf Road. The addition is 72 feet wide, of brick and masonry construction to match the existing building. The windows are brown, aluminum frame to match what is there now. There will be a sloped roof hiding all the mechanical systems on the roof. Landscaping will be provided on the side and front of the addition. On the east side of the building, facing the parking lot will be one entrance. The building will be accessible from the rest of the school and if needed the building can be accessed from the exterior and the rest of the school can be closed off, making it usable after hours.

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When entering from the parking lot, there is a short corridor. Upon turning left, you enter the existing building, turning right you enter the large media center/library space. The space can be divided into half with a dividing wall. Restrooms and office space are included.

Along with the addition, they will enhance and add effects to the rest of the building to carry the design around the front of the building. The main entrance will have a canopy over it, picking up the pitch from the asphalt shingle roof of the addition. The secondary entrance on the east side, which is the entrance closest to the original gym, will be enhanced also with a pitched roof and new doors.

Construction materials were displayed.

Mr. Steve Lee asked if the plans include elimination of the existing smoke stack. Mr. Kotansky stated that the 95 ft. smoke stack will be eliminated. The heating and boiler systems have been replaced this past year. The smoke stack is no longer needed.

Mr. Persanyi asked about drainage for the roof. Are there provisions for gutters for the hip roof areas? He was informed that there will be gutters and everything will be tied into the storm sewer. The downspouts will be exterior downspouts. The paved area at the north end of the building slopes to the grass; the new building will be at the same elevation floor-wise as the existing building. The asphalt area at the front was a play area at one time. The new hard surface is taking over that existing hard surface.

Three new flowering trees are proposed for the front yard. Short shrubs will number nine across the front and six along the side. Mr. Persanyi questioned whether the bushes in the front of the building would create a visual obstruction for police sight lines. Mr. Persanyi would prefer to see Evergreen trees along the side that would buffer the building from the neighboring residence. Adjustments will be made to prevent a wall of green. There is existing buffering along the west side of the building line.

Mr. Foster noted that the landscaping buffer is nice at the front of the building; it is an opportunity never before had, and a nice gesture toward Wolf Road to soften the front of the building. Mr. Maddux asked if the area above the openings will be space that's open to the vestibule. At that entry it will be open and illuminated from the interior.

The intent is to start construction this spring, when the students are gone, with the intent of having the addition enclosed by November or December so that work can continue year-around. The schedule is to open the addition for the school year in September of 2015.

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One report has been received from the Police Department indicating that they have no comments. Plans were sent to the Police, Fire, Service Departments and Tree Commission.

**PUBLIC HEARING
NORMANDY ELEMENTARY SCHOOL**

The proposal includes a four classroom addition to the northeast corner of the school, approximately 6000 square feet, to house four class rooms, tutor room and a conference room. The addition will be placed at the current location of one of the playgrounds. The displaced playground will be placed southeast of its present location. The addition is L-shaped, coming off the back of the existing gym, heading north about 6 feet past the back edge of the school and then bending to the east. The structure is a masonry building to match the existing building. It has a flat roof to match the remainder of the building. The same window pattern will be carried across the back of the addition. There are doors now on the back part of the building. They will be extending the hallway through the new addition.

The masonry walls will be extended higher than the existing building to hide the mechanical units on the roof.

Mr. J. Bradley Hull who has lived for 28 years on Douglas commented about the traffic issues created by children being dropped off and picked up at the school. He asked if the addition is because of the anticipated increased number of students that are going to be at Normandy School.

Mr. Keener, Superintendent of Schools stated that they have been using the stage at the school as a classroom, and reading sessions have been held in the hallways. They will be able to have another classroom and will be able to offer all-day Kindergarten to all of the Kindergarten students. For years the custodian has used the bathroom as a storage space and office. A classroom will be claimed for custodial use. Chairs and tables stored in the hallways and cafeteria will be moved to the custodial storage space. The building has not had a conference room for conferences with parents. The addition will add a conference space.

In Glenview School there is early childhood special education required by law. There has always been an interest in having more room at Glenview for daycare children. If enrollment doesn't go up they can move the preschool special education and deliver all of the services at one point at Normandy School.

Mr. Keener addressed Mr. Hull's comments regarding the traffic congestion, and stated that they do have plans for additional parking and parent drop-off and pick-up that they will review. To put in additional parking is very expensive because of storm water management codes. Mr. Hull

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emphasized that it is not about parking. It is about parents lining up to drop off and pick up their children. He suggested that the parents be persuaded to stagger the pick-up or come down Normandy Road instead of just Douglas Road.

Mrs. Ellen Oakley, 26905 Normandy Road, added her comments about a parent parking in front of her driveway, completely blocking her access in and out of her drive which necessitated calling the police. She asked if parking could be expanded at the K.T. Allen Board of Education building. Mr. Persanyi stated that the K.T. Allen building is used primarily for Board of Education staff and visitor parking. He noted further that he lives close to Westerly School and experiences similar school traffic difficulties during inclement weather. Mr. Keener promised to continue to explore solutions.

The police report of “No comments” regarding the project relates to both Normandy School and Westerly School.

Construction will start with the foundation earlier, and proceed to heavier construction when school is not in session. The inside work will be done when school resumes in the fall. Construction traffic will enter through the asphalt basketball courts off of Normandy Road. The access area will be restored when the project is completed.

In regard to buffering, Mr. Kotansky noted that there exists much landscaping on the site. New Norway spruce and pine trees will be added to the area as a buffer between the adjacent properties. It is felt that this is a viable location for these varieties of trees. Mr. Persanyi noted problems with these varieties at the St. Raphael Church grounds due to the presence of the large oak trees shielding them from the sun. Mr. Keener advised that there is additional sunlight due to the removal of 12 large trees on the Normandy school property.

Mrs. Oakley stated that she understands there is a water drainage problem in the area. She was informed that an additional drain has been installed and tied in to a drain that was covered up and has now been uncovered. If necessary, additional ditches will be dug in the wooded area to help with drainage.

There are no foreseen problems with tying in sanitary sewers at both Westerly and Normandy Schools.

Mr. Foster encouraged Mr. Keener to look closely at possible solutions for the traffic problems for the benefit of all concerned.

The public hearings closed at 8:12 p.m.

REGULAR MEETING

Chairman pro tem Persanyi called the meeting to order at 8:12 p.m. in the Council Chambers of Bay Village City Hall.

Following the roll call, Mr. Persanyi called for approval of the minutes of the Planning Commission meeting held December 4, 2013. **MOTION** by Majewski, second by Maddux to approve the minutes of December 4, 2013 as prepared and distributed. **Motion passed 5-0 with one abstention by Mrs. Lieske.**

Robert Gulla 27115 East Oviatt Commercial Establishment – Proposed Restaurant

The Architectural Board of Review approved the project on December 11, 2013. Mr. Majewski noted that the parking and traffic flow need to be addressed, as well as issues with the setback. The code calls for a 15 ft. setback from the dedicated street, including the sidewalk. The Board of Zoning Appeals says there needs to be a separation between the sidewalk and the parking. The Planning Commission needs to make a determination of what that width will be and how the parking will be separated from the sidewalks. Mr. Majewski added that he believes a parking variance will be required.

Six parking spots are available north of the building. The Board of Zoning Appeals recommends a curb or green strip be installed to prevent cars from pulling over the sidewalk. Assistant Service Director Sears measured the area and has claimed the proposed parking is in compliance with code. There are 8 parking spots in the back of the building. A dumpster is located in the south east corner of the property. It is up to the Planning Commission to determine the amount of parking available on the city parking lot and other areas off site. Restriping of the city lot will provide additional spots, by reducing the width of 11 feet for individual spots to 9 feet. An agreement has not been reached with the new owner of the office building to the east of the property.

Mr. Cheatham will review the parking requirements and the parking available for the proposed project. If there is adequate on and off-site parking, a variance will not be required. A determination of the property line will also be needed. The traffic flow will be to go one way on the west side of the building and exit on the east side of the building. Mr. Cheatham will provide:

- Determination of parking available both on-site and off-site
- Parking requirements according to city code including number of ADA spaces required and if an 8 ft. aisle is needed next to an ADA parking spot
- Determination of east property line
- Provide measurements and logic from Assistant Service Director Sears regarding legal parking distance from sidewalk
- Whether a parking variance is required

- Required separation of sidewalk to parking

At the requirement of 1 space per 75 square feet of floor area, 38 spaces would be required with half (14) on-site.

City Council has been asked to extend the time allowed for review of the plans for an additional 60 days.

Mr. Majewski stated that it is important to determine the right-of-way and distance from parking requirements to provide safety for pedestrians. The code calls for a separation and it must be determined if a variance is needed. Mr. Persanyi noted that the striping of the parking spots on the city lot appear that the first spot is at least 15 feet from the public right-of-way. Mr. Majewski added that the Dover Center Road side is at least 20 feet from the sidewalk.

Mr. Majewski discussed lighting of the parking areas. Gooseneck lighting is provided on all areas of the building.

A parking plan will be provided to the Planning Commission and, if needed, the commission will entertain a request for a parking variance.

An outdoor patio will not be planned until much later. Mr. Foster noted that the commission will want to be apprised of plans for an outdoor patio with fencing prior to establishment of that feature. Trash pick-up will be along the east side of the building. Mr. Persanyi suggested painting in a sidewalk area for pedestrian traffic proceeding to the rear of the building. There will be no public access in the rear of the building.

The project will return to the Planning Commission on February 5, 2014.

**Bay Village Board of Education
Addition to Westerly Elementary School**

Motion by **Majewski**, second by Lesny Fleming to refer the plans for the addition to Westerly Elementary School to the Architectural Board of Review and to the Tree Commission to review the buffering.

Motion passed 6-0.

**Bay Village Board of Education
Addition to Normandy Elementary School**

Motion by **Majewski**, second by Lesny Fleming to refer the plans for the addition to Normandy Elementary School to the Architectural Board of Review and the landscape plan to the Tree Commission.

Motion passed 6-0.

Mary Jo Mazzolini
29000 Osborn Road
Lot Split and Consolidation

Colonel Edward P. Horvath, M.D., has presented a request to purchase a portion of Mary Jo Mazzolini's property adjoining her back yard in order to add more depth to Dr. Horvath's backyard. This would reduce the size of the Mazzolini property to less than the required 14,700 square feet minimum size of a buildable lot in Residence District 1. After considerable discussion, Mr. Persanyi advised that whoever would purchase the Mazzolini lot in the future would not be able to build on the lot (Codified Ordinance No. 1155.01). There is not a hardship related to the lot, and a financial hardship does not constitute the right for a variance. In response to a question by Ms. Mazzolini as to why smaller lots exist in the city, Mr. Majewski explained that lots platted after 1954 in Residence District 1 must be 14,700 square feet. Lots platted prior to 1954 were grandfathered in.

Dr. Horvath and Ms. Mazzolini withdrew the request for a lot split and consolidation.

Review of proposed parameters for revisions to Chapter 1158

Due to the lateness of the hour and tonight's full agenda, the matter was referred to a future meeting for discussion. A brief discussion followed concerning a 45' height limitation. Mr. Cheatham noted that he included this height limitation based on parameters in neighboring communities.

A special meeting will be held on Wednesday, January 22 at 7:30 p.m. to address the matter of Chapter 1158. Ms. Lesny Fleming may not be available but will provide input via emails.

Council Update

Council representative to the Planning Commission, Councilwoman Karen Lieske advised that December Council meetings have included the following discussions and action:

- Numerous change orders of construction projects were approved by Council
- Building code ordinance changes have been introduced and are on reading, due to the recommendation of SAFEbuilt Chief Building Official John Cheatham in order to be compliant with the State Board of Building Standards
- The Finance Committee is creating the 2014 Budget and planning Capital and Operating Expenditures, as well as forecasting revenue
- A lease has been finalized with SAFEbuilt for their occupancy in the city hall building
- Director of Public Service and Properties Dan Galli has resigned his position with the city
- Mr. Scott Thomas has been appointed the Director of Public Service and Properties
- An inauguration of newly elected and returning to office public officials was held on January 1, 2014

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- An Organizational Meeting of Council was held on January 2, 2014. Mr. Paul Koomar is mid-term and retains his seat as President of Council. Mr. Dwight Clark was elected Vice President of Council.

Mr. Persanyi commented on the potential increase of sewer rental charges to the increase in Bay Village's payment to the Rocky River Wastewater Treatment Plant in the amount of \$400,000 per year. Mr. Persanyi noted that it is unfair for a one-person household to pay the same sewer rental as a larger household. He suggested basing the charge of sewer use on the metering of the actual use of water. The Cleveland Water Department could provide a disc with the readings of the homes every three months. This could be translated by parcel number to indicate a sewer bill based on water usage.

Public hearings will be held by Council regarding the potential sewer increases. Mr. Lee noted that the accuracy of the flow metering test done by the Rocky River Wastewater Treatment Plant which indicated an increased flow in Bay Village is being questioned for accuracy. Mr. Lee and Mrs. Lieske will take Mr. Persanyi's comments back to the Finance Committee.

Mr. Persanyi requested that the February 5, 2014 meeting of the Planning Commission include ballot voting for Chairman and Vice Chairman of the Planning Commission.

There being no further business to discuss, the meeting adjourned at 9:30 p.m. The minutes of the October 4 meeting have not received formal approval due to resignations and absences but will be signed and filed by the Secretary. Mrs. Lieske, Mr. Lee, and Mr. Vincent will be asked to attend the special January 22 meeting of the Planning Commission as members of the Council's Planning and Zoning Committee.

Bela Persanyi, Chairman pro tem

Joan Kemper, Secretary