



CITY of MEDINA

Planning Commission

Regular Meeting Minutes

October 9, 2025

Meeting Date: October 9, 2025

Meeting Time: 6:00 PM

Present: Nathan Case, Bruce Gold, Rick Grice, Paul Rose, Jeremy Sack, Andrew Dutton (Community Development Director), and Sarah Tome (Administrative Assistant)

Absent: Monica Russell

Approval of Minutes

Mr. Gold made a motion to approve the minutes from September 11, 2025, as submitted.

The motion was seconded by Mr. Case.

Vote:

Case	<u>Y</u>	Gold	<u>Y</u>
Grice	<u>Y</u>	Rose	<u>Abstain</u>
Sack	<u>Y</u>		
Approved	<u>4-0</u>	with Mr. Rose abstaining	

The Court Reporter swore in all attendees.

Applications

1. P24-12 Eben Selby 455 Lafayette Road SPA Revision

Mr. Dutton stated that in May of 2024, the applicant had received approval for an addition, deck, and 743 sq. ft. detached garage with a concrete driveway at the existing two-family residence. He added that in May of 2025, the applicant received revised approval for a larger addition and deck and to change the use of the building to a single-family residence.

Mr. Dutton stated that the applicant was requesting a second revision for a single-family residence, including the following changes:

- The construction of a one story breezeway addition to an attached garage.
- A garage with an increased footprint size of 915 sq. ft. and the inclusion of a second story.
- Change of exterior colors from a dark gray to beige and brown.

Mr. Dutton stated that the existing principal structure was located 12 ft. from the Orchard Lane right-of-way, which was a nonconforming condition. He noted that the nonconforming

structure could be expanded by up to 50% of its footprint, provided the 12 ft. setback was maintained. Mr. Dutton added that the previous approvals, which included a detached garage, had contained an addition under 50% of the existing structure's footprint, and were permitted to continue the nonconforming 12 ft. setback.

Mr. Dutton stated that the current request increased the building's footprint from 1,366 sq. ft. to approximately 2,836 sq. ft., a 1,470 sq. ft. increase. He noted that, as the addition was over 50% of the existing building's footprint, the required 40 ft. setback from the Orchard Lane right-of-way applied. He added that the addition was set back 17 ft. 11 in. from the Orchard Lane right-of-way and the applicant had filed a variance application to the Board of Zoning Appeals. Mr. Dutton stated that renderings indicated that the applicant was also changing exterior colors and materials, and that a dormer had been added over the garage door.

Mr. Dutton stated that staff recommended approval of revised application P24-14, with the condition that the applicant shall receive variance approval to Section 1125.05 from the Board of Zoning Appeals.

Present for the case was Eben Selby, 455 Lafayette Road. Mr. Selby stated that he had been working on the garage foundation and had decided to finish the project with a breezeway. He added that there might be an additional material change from brick to cultured stone.

Mr. Grice opened the application for public comment. There were no questions or comments from the public.

Mr. Sack asked if the garage would be parallel to the property line, as two different numbers showed on the plans. Mr. Selby stated that it would, and that he had most likely made an error when creating the plans.

Mr. Gold made a motion to approve the application with the condition that the applicant shall receive variance approval to Section 1125.05 from the Board of Zoning Appeals.

Mr. Rose seconded the motion.

Vote:

Gold	<u>Y</u>	Grice	<u>Y</u>
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Rose	<u>Y</u>	Sack	<u>Y</u>
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Case	<u>Y</u>		
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Approved	<u>5-0</u>		
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2. P25-16	Adam Harris	1030 West Liberty Street	SPA
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Mr. Dutton stated that the site had previously been home to Trailer One and was currently occupied by Metro Trailer with the same use. Mr. Dutton stated that, in 2021, a Site Plan had been approved for the entire site, including a large trailer storage area and an office building. He noted that the application had received approval for revisions in September of 2022. Mr. Dutton stated that, after approval, the applicant had two years to complete the project. He continued that, since there had been three years since the approval, it had expired.

Mr. Dutton stated that the applicant was requesting to begin Phase 2 of the project and needed Site Plan reapproval from the Planning Commission, with no changes from the most recently approved Site Plan. Mr. Dutton stated that, as the applicant had not been present at the September 11th meeting and a neighbor had expressed concerns over drainage issues, the Planning Commission had tabled the application until the current meeting. He added that, in the interim, the Engineering Department had evaluated the site and did not identify drainage issues. Mr. Dutton stated that staff recommended approval of the application.

Present for the case was Adam Harris, 1030 West Liberty Street. Mr. Harris was sworn in by the court reporter, as he had arrived after the court reporter had sworn in the attendees.

Mr. Grice opened the application for public comment. Raj Pawar, representing Westview Village of Medina, 4639 Sharon Copley Rd, expressed concerns about drainage. He noted that the Westview Village subdivision was low lying, and he had seen increased runoff since work had been started at the subject site. Mr. Pawar stated that natural drainage from an adjacent city property had been blocked by a mound on the site and water had been redirected towards homes at Westview Village. He continued that a mound indicated as 8 ft. tall on the plans was actually 20 ft. high. He also stated that the property owner was not maintaining the subject property.

Mr. Sack recused himself from the case.

Mr. Gold inquired as to who had looked at the site from the Engineering Department. Mr. Dutton stated that Cory Clifford handled drainage inspections and had not identified any issues. There was a discussion as to the project and drainage.

Mr. Gold asked the applicant why he had not been present at the previous meeting. Mr. Harris stated that he had not believed there would be any issues with reapproval, as it had already been approved in the past.

It was established that the seller of the subject property had not informed Mr. Harris that approval for Phase 2 of the project had expired before he had purchased it. There was a further discussion as to the mound on the site.

Mr. Gold made a motion to approve the application with the following conditions:

- The mounding be held to the height that had been originally approved by the Commission.
- The Engineering Department ensure the homeowners that the drainage situation does not cause further damage to their properties.

Upon the suggestion of Mr. Rose, Mr. Gold amended the motion to include the following additional condition:

- That the applicant shall be required to ensure that improper drainage not be caused by his property or by Phase 2 of the project.

The motion failed due to lack of a second.

After further discussion, Mr. Gold made a motion to approve the application, as presented, with the following conditions:

- Any drainage issues that arise due to the work being done on the property must be corrected by the applicant.
- The original mounding must be brought back to the approved 8 ft. high berm.

Mr. Case seconded the motion.

Vote:

Grice	<u>Y</u>	Rose	<u>Y</u>
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Case	<u>Y</u>	Gold	<u>Y</u>
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Approved 4-0

3.	P25-18	Crisman Jones	1201 North Court Street	CZC/SPA
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Mr. Dutton stated the property was currently home to the Dragon Buffet restaurant and the applicant was proposing to clear the existing site and construct a new 3,654 sq. ft. convenience store and motor vehicle fueling station. He added that the application also included an electronic price display, which was considered an electronic message center sign and required Conditional Sign Permit approval by the Planning Commission.

Mr. Dutton stated that a motor vehicle filling station was a conditionally permitted use in the C-3 zoning district. He noted that the buildings met the required development standards, including setbacks and building height. He noted that the two access points to the site were off of a north-south access drive to the west, and the site had no direct access to North Court Street. Mr. Dutton stated that Section 1153.04(d)(15)(B.) and Section 1145.10(e) limited the width of access drives at the property line to 30 ft. and at the curb to 38 ft. He noted that the applicant was proposing a width of 54 ft. at the south drive and 69 ft. at the north drive. He indicated that the curb and the property line were identical at the subject property.

Mr. Dutton indicated that Section 1109.04(c)(13) stated that parking, to the extent feasible, shall be located behind the front wall of the building. He added that the proposed plan incorporated parking in front of the convenience store building and behind the canopy, which was a common configuration for a convenience store with a fueling station. Mr. Dutton stated that the applicant was proposing a sidewalk along the southern property line with the intent to link up to the parcel to the west in the future. He noted that the landscaping plan included three trees on the south side of the site, as well as internal landscaping. Mr. Dutton stated that staff recommended that shrub areas be installed between the existing trees in the landscape strip between the parking lot and North Court Street.

Mr. Dutton continued that the convenience store building had a similar color scheme to the main Meijer building. He noted that the electronic message center sign in the southeast corner of the site complied with height and area requirements.

Mr. Dutton stated that staff recommended approval of application P25-18 for Site Plan, Conditional Zoning Certificate, and Conditional Sign Permit approval for a convenience store, motor vehicle filling station, and an electronic message center sign, with the following conditions:

1. The project shall comply with Sections 1145.10(e) and 1153.04(d)(15)(B.) regarding the width of access drives or receive variance approval from the Board of Zoning Appeals.
2. Two shrub areas shall be installed between the existing trees in the landscape strip between the parking lot and North Court Street.

Present for the case was Crisman Jones of Meijer, 2350 Three Mile Road NW in Grand Rapids, Michigan, and Brian Smallwood of Woolpert, 1203 Walnut Street in Cincinnati. Mr. Jones stated that the opportunity to build a convenience store and gas station had not been available while the Meijer store was under construction. He noted that the proposed convenience store would be similar to one which had been built in Brunswick.

Mr. Grice opened the public hearing. There were no questions or comments from the public.

Mr. Rose inquired as to the projected additional vehicle traffic that would be generated by the gas station. Mr. Smallwood stated that he anticipated 25-45 additional trips at peak times. He noted that, while the convenience store and gas station would capture some additional traffic from Court Street, the majority of customers would be Meijer store customers as well.

Mr. Rose stated that he had some concerns with fuel deliveries to the site. Mr. Smallwood stated that the site had been designed for vehicles to come from Hillview Way to the north. He indicated that the site would most likely receive only one or two fuel deliveries a week.

Mr. Rose asked if the applicant anticipated adding charging stations. Mr. Smallwood stated that, if charging stations are added in the future, they would be located in the main Meijer Store parking lot, where the infrastructure had already been set up.

Mr. Sack asked if the variance for the drive widths was due to the turning radius of the fuel trucks. Mr. Jones stated that it was for the fuel trucks as well as for the delivery of products to the convenience store. He noted that the same trucks that delivered to the main Meijer store would also deliver to the convenience store. There was a discussion on the timing of deliveries to the site.

Mr. Grice inquired as to signage for the site. Mr. Dutton stated that the applicant proposed one addition than was allowed and that a variance application had been submitted.

After further discussion, Mr. Gold made a motion to approve the application, as presented, with the following conditions:

1. Signs must conform to Building Code requirements.
2. The project shall comply with Sections 1145.10(e) and 1153.04(d)(15)(B.) regarding the width of access drives or receive variance approval from the Board of Zoning Appeals.
3. Two shrub areas shall be installed between the existing trees in the landscape strip between the parking lot and North Court Street.

Mr. Rose seconded the motion.

Vote:

Rose Y Sack Y

Case Y Gold Y

Grice Y

Approved 5-0

4. P25-19 Ron Cocco 1101 West Liberty Street SPA

Mr. Dutton stated that the applicant had previously received approval for the construction of a Construction Trades Building on the site. He noted that the applicant was proposing the construction of a similar 16,826 sq. ft. construction trades building on the east side of the Medina County Career Center campus.

Mr. Dutton stated that the building met all required setbacks and that access came from an existing drive on the site to the west. He noted that parking was required at 10 spaces for every classroom, with the four proposed classrooms requiring 40 parking spaces. Mr. Dutton stated that nine parking spaces were shown on the plan, but that there were hundreds of parking spaces on the Career Center site.

Mr. Dutton stated that screening on the site included internal landscaping in the parking area and conifers to the south of the building, as well as an 8 ft. high wall providing screening of a storage container area from the street. He noted that the building had metal siding, which was discouraged by the Zoning Code, but that it was similar to the existing buildings on the site and appeared appropriate. Mr. Dutton stated that staff recommended approval of application P25-19 for Site Plan approval, as submitted.

Present for the case was Medina County Career Center Superintendent Steven Chrisman, 1101 West Liberty Street. Mr. Chrisman stated that a year prior, students had been turned away from the construction trades program. He noted that he had worked with the Ken Cleveland Foundation for a new 18,000 sq. ft. Construction Trades Building, which would double the capacity of the program. He added that the space freed up in the main building would be used to start a construction electricity program.

Mr. Grice opened the public hearing. There were no questions or comments from the public.

Mr. Sack asked what the structure was shown to the north of the proposed building. Mr. Chrisman stated that it was a pavilion that the Career Center maintained.

Mr. Gold inquired as to the metal siding material. It was established that the siding was corrugated metal.

Mr. Gold made a motion to approve the plan as submitted.

Mr. Sack seconded the motion.

Vote:

Sack	<u>Y</u>	Case	<u>Y</u>
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Gold	<u>Y</u>	Grice	<u>Y</u>
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Rose	<u>Y</u>		
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Approved	<u>5-0</u>		
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Adjournment

Having no further business, the meeting was adjourned.

Respectfully submitted,

Sarah Tome

Rick Grice, Chairman