



BOARDS & COMMISSIONS APPLICATION

132 North Elmwood Avenue
330-722-9038
www.medinaoh.org

Application Number **P25-03**

GENERAL	Date of Application <u>3/6/2025</u>
	Property Location <u>125/129 North Broadway</u>
	Description of Project <u>Creation of parking spaces and sidewalk divided by green space.</u>
CONTACT INFORMATION	Applicant Name <u>Tim Pelton</u>
	Address <u>125/129 North Broadway</u> City <u>Medina</u> State <u>OH</u> Zip <u>44256</u>
	Phone <u>(330) 571-8100</u> Email <u>tpelton@landmarkhomes.biz</u>
	Property Owner Name <u>Renovation Homes/Robert A Root</u>
	Address <u>125/129 North Broadway Street</u> City <u>Medina</u> State <u>OH</u> Zip <u>44256</u>
	Phone <u>(330) 388-8230</u> Email <u>rroot@landmarkhomes.biz / tpelton@landmarkhomes.biz</u>
APPLICATION TYPE	Planning Commission Site Plan <input checked="" type="checkbox"/> Conditional Zoning Certificate <input type="checkbox"/> Code or Map Amendment <input type="checkbox"/>
	Preliminary Plan <input type="checkbox"/> Final Plat <input type="checkbox"/> Conditional Sign (EMC/Shopping Ctr) <input type="checkbox"/> TC-OV <input type="checkbox"/> Other <input type="checkbox"/>
	Historic Preservation Board Certificate of Appropriateness <input checked="" type="checkbox"/> Conditional Sign <input type="checkbox"/>
	Board of Zoning Appeals Variance <input type="checkbox"/> Appeal <input checked="" type="checkbox"/>
APPLICANT SIGNATURE	<i>By signing this application, I hereby certify that:</i> 1) <i>The information contained in this application is true and accurate to the best of my knowledge;</i> 2) <i>I am authorized to make this application as the property owner of record or I have been authorized to make this application by the property owner of record;</i> 3) <i>I assume sole responsibility for correspondence regarding this application; and</i> 4) <i>I am aware that all application requirements must be submitted prior to the formal acceptance of my application.</i>
	Signature <u>Tim R Pelton</u> <small>Digitally signed by Tim R Pelton DN: cn=Tim R Pelton, o=Renovation Homes, Inc. dba Landmark Homes, ou=VP Operations, email=tpelton@landmarkhomes.biz, c=US Date: 2025.03.06 16:15:31 -05'00'</small> Date _____
OFFICIAL USE	Zoning District <u>C-2</u>
	Meeting Date <u>4/10/25</u>
	Fee (See Fee Sheet) \$ <u>200</u>
	Check Box when Fee Paid <input checked="" type="checkbox"/>

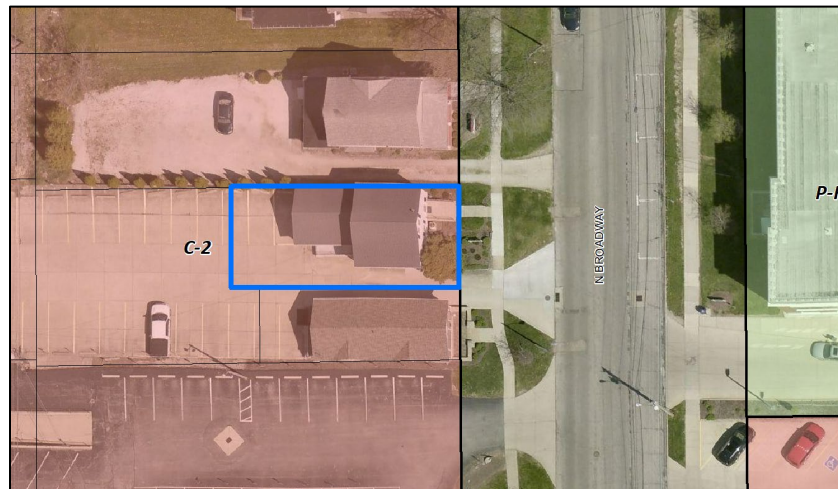
P25-03
Landmark Homes Parking Lot

Property Owner: Renovation Homes Inc.
Applicant: Tim Pelton
Location: 129 North Broadway Street
Zoning: C-2 (General Commercial)
Request: Site Plan approval for a parking lot

LOCATION AND SURROUNDING USES

The subject site is composed of 0.07 acres on the west side of North Broadway Street. Adjacent properties include the following uses and zoning:

- North – Office (C-2)
- East – County Administrative Building (P-F)
- South – Landmark Homes Office (C-2)
- West – Parking Lot (C-2)



BACKGROUND/PROPOSED APPLICATION

The applicant received Historic Preservation Board approval on September 12, 2024 to demolish the existing building on the site, which had experienced significant fire damage, and return the footprint to lawn area. The building has been demolished and the site is currently undeveloped.

The applicant is proposing to construct a four-space parking lot, a pedestrian connection to a larger parking lot to the west, and a lawn area with seating on the site.

The project will also be reviewed by the Historic Preservation Board as a revision of their previous demolition approval.

PARKING, ACCESS, AND CIRCULATION

Access and Circulation – The site will have a single access point off of North Broadway Street. The existing narrow drive and apron will be increased, but will be within the maximum widths of 24 ft. at the right-of-way and 38 ft. at the curb.

Parking Location – Section 1135.08(a) requires that no off-street parking or loading space shall be located in the front yard. Approximately 3 ft. of the parking is located in the front yard.

Parking Dimensions – Section 1145.08 requires that ninety-degree parking spaces must be 9 ft. in width by 19 ft. in length with a 24 ft. wide drive aisle. Parking Spaces are 9 ft. in width by 16 ft. 10 in. in length with a 21.7 ft. wide drive aisle.

The applicant has submitted an area variance to Section 1135.08(a) to allow parking in the front yard and Section 1145.08 to allow parking and drives less than the minimum size.

LANDSCAPING, SCREENING, AND BUFFERING

Parking Setback – North Broadway Street has a wide right-of-way width of 100 ft. which extends well beyond the public sidewalk.

Section 1145.09(b) requires a 10 ft. wide landscaped strip located between parking spaces and the right-of-way, which may be reduced to 5 ft. by the Planning Commission.

The site includes a 10 ft. wide landscape strip, however, it is approximately 1 ft. from the right of way. The applicant has submitted an area variance to Section 1145.09(b) to allow a reduced landscaped strip.

Parking Lot Landscaping – Landscape features or other visual barriers are required between parking spaces and the right-of-way. Plans show landscaping between parking spaces and the right-of-way.

ENGINEERING AND FIRE DEPARTMENT COMMENTS

The Engineering and Fire Departments have no comments at this time.

LIGHTING

No new lighting is proposed for the parking lot as there are existing soffit lights on the Landmark Homes building, adjacent parking lot lights, and streetlights on North Broadway Street.

SITE PLAN REVIEW STANDARDS

The Planning Commission's review and action shall be based on the following Standards per Section 1109.02(c):

- (1) The site plan shows that a proper relationship does exist between thoroughfares, service roads, driveways and parking areas to encourage pedestrian and vehicular traffic safety.
- (2) All the development features including the principal buildings, open spaces, service roads, driveways and parking areas are so located and related as to minimize the possibility of any adverse effects upon adjacent development.
- (3) The site plan includes adequate provision for the screening of parking areas, service areas and active recreation areas from surrounding properties by landscaping and/or ornamental walls or fences. All trees planted shall be as found in specifications approved by the Shade Tree Commission.
- (4) Grading and surface drainage provisions are reviewed and approved by the City Engineer.

- (5) The design and construction standards of all private streets, driveways and parking areas are to be built following approval of plans by the City Engineer according to construction standards specified in the Codified Ordinances.
- (6) Maximum possible privacy for multi-family dwellings and surrounding residential properties shall be provided through good design and use of proper building materials and landscaping. Visual privacy should be provided through structural screening and landscaping treatment. Auditory privacy in multi-family dwellings should be provided through soundproofing. All trees planted shall be as found in specifications approved by the Shade Tree Commission.
- (7) The architectural design of buildings should be developed with consideration given to the relationship of adjacent development in terms of building height, mass, texture, materials, line and pattern and character.
- (8) Building location and placement should be developed with consideration given to minimizing removal of trees and change of topography. Any trees to be removed which are planted in a public right-of-way or on municipal property shall be reviewed by the Shade Tree Commission.
- (9) In multi-family developments, television and other antennas shall be centralized.
- (10) On-site circulation shall be designed to make possible adequate fire and police protection.
- (11) Off-street parking facilities shall be provided in accordance with Chapter 1145. In large parking areas, visual relief shall be provided through the use of tree planted and landscaped dividers, islands and walkways. In multi-family developments no parking or service areas shall be permitted between any street and the main building. All trees planted shall be as found in specifications approved by the Shade Tree Commission.
- (12) Signs shall be provided in accordance with these Codified Ordinances.
- (13) Any trees planted on site shall be on approved list of Shade Tree Commission and planted in accordance with Commission standards.

COMMUNITY DEVELOPMENT DEPARTMENT STAFF RECOMMENDATION

Staff recommends **approval** of application P25-03 as submitted with the condition that the project shall comply with Section 1135.08(a) to allow parking in the front yard, Section 1145.08 to allow parking and drives less than the minimum size, and Section 1145.09(b) to allow parking within the required landscaped strip or receive variance approval from the Board of Zoning Appeals.

Andrew Dutton

From: Patrick Patton
Sent: Wednesday, April 2, 2025 4:04 PM
To: Andrew Dutton
Subject: FW: Site Plan Review
Attachments: P25-03 File 4-10-25.pdf; Engineering Checklist for Commercial Site Plan.pdf

Andrew-

My comments for the attached:

1. Please refer to the attached engineering checklist for site plan approval.
2. No further comments.

Thank you.

Patrick Patton, PE
City Engineer
City of Medina, Ohio

Phone: (330) 721-4721
Email: ppatton@medinaoh.org
Website: www.medinaoh.org

Medina City Hall / 132 N. Elmwood Avenue / Medina, Ohio 44256





Tim Pelton

Landmark Homes
125 North Broadway
Medina, OH 44256
330-571-8100
3/18/2025

Andrew Dutton

132 North Elmwood Ave
Medina, OH 44256
330-722-9038

To the Board of Zoning Appeals,

I am writing in support of granting a variance to allow the vacant lot at 129 North Broadway to be converted into a parking lot and green space for use by the building at 125 North Broadway. Without this variance, the lot remains underutilized and poses a safety risk due to unauthorized cut-through traffic. The proposed use aligns with surrounding properties, enhances neighborhood aesthetics, and provides off-street parking to alleviate congestion. It will not burden municipal services and may improve stormwater management by reduction in impervious surface area. While zoning restrictions were known at the time of purchase, this variance allows for a more functional and beneficial use of the property without disrupting the character of the area. Given the clear advantages and adherence to zoning principles, I respectfully urge approval of this request.

Sincerely,
Tim Pelton

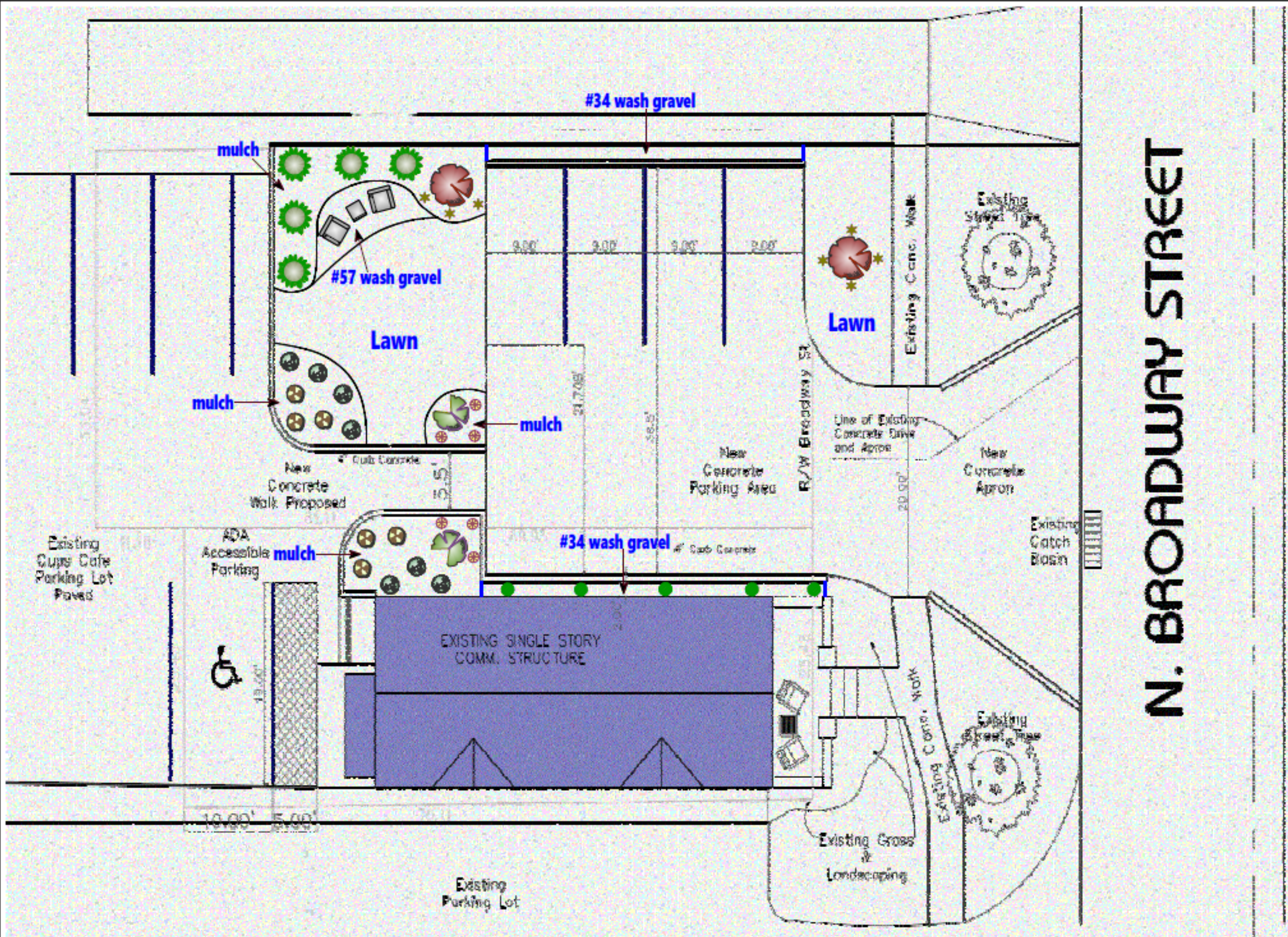
129 North Broadway Street

Looking West



Looking East





N. BROADWAY STREET

Legend

	Common Name	Qty	Size
	Arbovitae, Green Giant	5	10 Gal.
	Grass, Dwarf Fountain	5	2 Gal.
	Daisy, Shasta Snow Lady	6	Each
	Daylily, Stella	7	Each
	Holly, Blue	7	3 Gal.
	Hydrangea, Bobo	6	3 Gal.
	Crabapple, Lollipop	2	2"
	Cherry, Canada Red	2	2"

QUOTE NOTES

- Bed areas will be built using topsoil.
- All areas listed as mulch will have color enhanced brown mulch.
- Gravel beds will have weed control fabric applied under mulch.
- Lawn areas will be installed using topsoil, seed, starter fertilizer, and straw blanket.
- All plants and trees will be under warranty for a period of one year.
- Lawn furniture not included in quote.



Revision #:

Date: 3/18/2025

Scale:

1/16" = 1'

Landscape Plan:

Landmark Homes Office

Landscape Design by: Kevin Mick

Lamphears