

**PLANNING & DESIGN COMMISSION  
CITY OF NORTH OLMS TED  
MEETING MINUTES OF FEBRUARY 23, 2011**

**ROLL CALL**

Mrs. Meredith called the meeting to order at 7:00 p.m. in Council Chambers and led the Pledge of Allegiance.

Present: Melissa Meredith, Greg Malone, Ralph Bohlmann, Don Rerko, Mark Mahoney  
(arrived: 7:35 p.m.)

Absent: Robert Parry

Staff: Planning and Development Director Kimberly Wenger, Assistant Law Director Bryan O'Malley, City Engineer Pietro DiFranco, Building Commissioner Dale Mitchell, Planning and Development Secretary Tricia Granfors

**REVIEW AND CORRECTION OF MINUTES**

**Ms. Meredith moved, seconded by Mr. Bohlmann, to approve the Planning and Design Commission minutes of January 26, 2011, which was approved 4-0.**

**NEW BUSINESS**

**CMS11-03: Five Below; 25931 Great Northern Shopping Center**

Representative: Stephen Hutchinson with Developers Diversified Realty

Ms. Wenger said this proposal consists of a façade renovation for a new retail store at the Great Northern Shopping Center. Five Below will be taking over two vacant retail spaces. The proposal involves all new storefront glass, brick piers, EIFS storefront façade and parapet, awnings, decorative lighting and signage. The proposed wall sign exceeds allowable square footage by less than two square feet and could be revised to meet code. Mr. Hutchinson reviewed the proposal. Regarding signage, they agree to reduce the sign size and resubmit for approval. Mr. Rerko said all requested changes have been made, including the reveal on the colors between the fascia, lights and transitions, the beveled-edge corners of top cornices. One additional recommendation is the addition of blocking behind the EIFS where the canopy tie rods connect to the building in order to provide structural stability. Mr. Malone said without requiring a major change in sidewalk, which he does not feel is necessary, landscaping is not an issue. Ms. Meredith reviewed that the sign variance will be removed from application and the client will add blocking behind the canopy tie rods.

**Ms. Meredith moved, seconded by Mr. Malone, to approve the proposal for CMS11-03: Five Below of 25931 Great Northern Shopping Center with the recommended structural reinforcement, which was approved 4-0.**

**CMS11-02: Sunoco, Inc; 23370 Lorain Road**

Representatives: Scott Kollab, Northeast Ohio Petroleum Co.; Brad Kershaw, LS Architects

Ms. Wenger said the proposal consists of a building addition and site improvements to the former Sunoco station for a new Sunoco station. The former auto service area will be converted and expanded into a food service and sales area. The addition is located on the east side of the building, which will match the existing brick and carry around the decorative band. A new storefront system is proposed in addition to new awnings. The two Clague Road curb cuts will be eliminated and one will be installed which will be full access. The two Lorain Road curb cuts will remain. Brick pavers will be added to the right-of-way area along Lorain. New plantings are proposed in existing and expanded landscaped areas. Green space is being added along Clague Road, the rear property line and the eastern property line. Landscape irrigation is provided. A new masonry dumpster enclosure is proposed. A new ground sign is proposed. Due to existing site constraints, a number of variances are requested. The building addition causes variances for rear building setback and from 1165. The addition of a dumpster enclosure causes variance for side yard setback. The rest of the variances are due to existing conditions, wherein the applicant is actually improving upon the existing condition by adding greenspace where asphalt currently exists. Overall, this project represents an improvement to the existing site; therefore, she supports the variances that are requested.

Mr. Mitchell said prior to this redevelopment request the property was an abandoned gas station. Although the previous owner did a good job of maintaining the site and minimizing property maintenance issues, the renovation will be a welcome improvement.

Mr. Kollab said he is excited to move into this location in North Olmsted and intends to work with city officials. Mr. Rerko said all changes requested at the pre-planning meeting have been made. He asked for clarification regarding the banding. Mr. Kershaw said the entire band, old and new, will be repainted to match proposed rendering. Mr. Rerko recommends that at the west elevation, where it terminates, the banding be brought back into the building and capped. Mr. Kershaw confirmed the banding will continue around to the rear of building so that the band will be seen from the rear parking lot, not the roof. However, the band will not run around the back of the existing building on the northwest corner. Mr. Malone said all changes requested at the pre-planning meeting have been made; there are no additional landscape issues. He noted that the location and angle of the dumpster enclosure makes the most sense.

Mr. Bohlmann said the curbing on Lorain Road is on bad shape; it is broken and cracked. Brick pavers will be installed to meet this curb. The east apron has a standing water problem and the apron is cracked and broken. The trench drains in front of each apron are blocked. Most of the asphalt is in good shape; however at the east entrance the asphalt is wavy and broken, and is not draining properly. There are also several cracked sidewalk blocks. Mr. Bohlmann asked if these repairs will be made and if there are any plans to change the site lighting. Mr. Kollab said those areas have not been inspected but he will include all necessary repairs into the project. The existing pole lighting will remain the same. If the budget allows, it is intended to expand the project and apply for the replacement of the canopy with T-shaped style and to replace the pumps and the concrete in that area. Additional lighting may be added at that time.

Ms. Meredith inquired, if the budget allows, what their schedule is for the additional work; before or after opening for business. Mr. Kollab said it is intended to complete all the work at one time before opening. Discussion took place regarding the proposed canopy changes and the

timeline for a plan amendment. Due to a state permitting process, the applicant wished to proceed with approval on the plan as is. Ms. Wenger said if the current request is approved, application for an amendment would be required for the additional work. Mr. Rerko added that the new layout is in an improved east/west layout for traffic flow. Mr. Malone suggested the commission vote on the site plan as presented without regard to canopy. If in the future they wish to make additional changes another application may be submitted. Ms. Meredith concurs. Mr. Bohlmann also concurs as long as apron, curbing, pavement, and drains are repaired.

Ms. Meredith questioned Parking Space 9 and wondered if it was too close to the curb cut for safety. Mr. DiFranco said it is not an issue. Mr. Rerko added that the currently configuration is worse; the planned angle parking will improve safety. Ms. Meredith recommended planting on north side of dumpster for the benefit of those sitting at the picnic table. Mr. Malone agreed.

Ms. Meredith reviewed that a special permit is required to add on to a nonconforming building. As noted earlier, most of the proposed variances already exist from a past similar use; consequently she has no objections to them. The proposed development will significantly improve the site with green space, reduced curb cuts, and the addition of a bike rack and other aesthetic elements. In addition, there are no issues with encroaching on residential properties. Mr. Rerko added that two variances were eliminated and others were reduced.

**Ms. Meredith moved, seconded by Mr. Rerko, to approve CMS11-02: Sunoco of 23370 Lorain Road and request BZA grant a special permit for a non-conforming building and for the eight variances noting applicant has made significant changes to the plan in order to eliminate or reduce the scope of the variances originally requested. In addition, the former Sunoco had been granted these variances and the new development will make significant improvements to the property. The motion was approved 5-0.**

**Ms. Meredith moved, seconded by Mr. Malone, to approve CMS11-02: Sunoco of 23370 Lorain Road site improvement plan with the following conditions and subject to review and approval of the right of way projects by the Engineering Department and approval of the special permit and eight variances by the Board Zoning Appeals:**

- 1. The banding be capped on the northwest corner where it terminates.**
- 2. Repair the Lorain Road aprons, curbs and sidewalks.**
- 3. Clear and repair trench drains at aprons.**
- 4. Correct area of standing water at the east side of the property.**
- 5. Repair asphalt at the east entrance where it is wavy and broken and cause storm water to flow into adjacent French drain.**
- 6. Add planting of arborvitae on the north side of the dumpster.**
- 7. Changes to canopy will require re-application and is subject to further review.**

**The motion was approved 5-0.**

## **OLD BUSINESS**

### **CMS10-36: North Olmsted Town Center Building B; 24800 Brookpark Road**

Representatives: John Crook, Joe Khouri, and Steve Edelman with Carnegie Management

Mr. Bohlmann recused himself from discussions pertaining to the proposal.

Ms. Wenger said this proposal consists of a detailed plan amendment from the previously approved plans for Building B and the site immediately around the building. At the applicant's previous appearance, the commission requested the applicant provide material samples, specify the plantings for the bioretention areas for Mr. Malone to review, and submit a master sign plan. A number of variances are required for signage. The bioretention detail was forwarded to Mr. Malone for review. Mr. Mitchell said the photometric site plan is code complaint. The light fixture specifications and cut sheets have been submitted and approved. A preliminary review of signage and number of variances required was completed. Mr. DiFranco said the preliminary bioretention drawing shows water ponding for 12-16" of depth. The ODNR allows 6-9" of depth maximum. That may increase the required area of bioretention and should be considered when preparing the final design.

Mr. Crook reviewed the proposal. It is intended to incorporate three areas for the bioretention system and meet ODNR requirements. They do not feel a wetlands look would work with the site and plan to keep them as simple as possible with plantings that compliment the rest of the center. Concerning signing, they intend to have tenants submit their signage requests to the City.

Mr. Rerko said his requested changes have been made. On the elevation drawings the areas for signage have been boxed out. It was stated if those areas were not used for signage the applicants would submit a minor change to replace sign areas with windows systems. Mr. Malone said there may be confusion on the definition of bioretention cells. They are not swales or wetland-like, but are specially constructed landscape features that act as a mechanism for storm water filtration through the soil. They do not require specialized types of plants. Also, the specification for soil media submitted is not acceptable. He will provide a generic bioretention soil specification to work into the plan along with his notes. He wants to see a final bioretention plan for approval, including a list of specific plants to be utilized and where they will be placed.

Ms. Meredith indicated there are ten sign variances based on the plan. Ms. Wenger added that there are boxes and elevations that show a large wish list for two tenants. Ms. Wenger and Mr. O'Malley explained that the correct procedure is for the tenants to approach the landlord and then the landlord would represent the tenant before the City. Each tenant coming separately before the Commission causes a situation where the signage allowance is used up forcing significant variances for additional tenants. The signage requested in the application is excessive and does not allow for additional signage for second floor tenants. Once a master sign plan is approved for a building tenants can work with the landlords within those parameters. This eliminates each and every tenant coming directly to the Board of Zoning Appeals expressing individual hardship because the main anchor tenant gobbled up allowable square footage.

Mr. Crook wanted signage to be a separate issue but was asked to submit a sign package with the proposal. He feels the City ordinances should determine each tenants needs as they apply separately instead of hypothetical situations and future changes. Ms. Meredith said this situation is not dealing in the hypothetical when there are two tenants. Ms. Wenger said she is not comfortable in making recommendations on a master sign plan based on what has been submitted. She would like to know what the two tenants are proposing, together, at the same

time and represented by the landlord. Regarding the campus-style complex, the buildings relate to each other and the full picture is needed.

Methods of proceeding with the project conditioned on approval of the sign package were discussed. Ms. Wenger asked Mr. Crook their planned timeline for seeking building permits. Mr. Crook did not think the current schedule would allow for the development of the sign package. Mr. Mitchell added that there is a 30 day window for plan approval and permitting.

**Ms. Meredith moved, seconded by Mr. Malone, to approve the detailed plan amendment for CMS10-36: North Olmsted Town Center Building B of 24800 Brookpark Road, with the following conditions:**

- 1. Final planting list and bioretention cell design approval by Mr. Malone including soil specification that meets ODNR depth requirement.**
- 2. Submittal and approval of one sign package for both tenants within 30 days from date of Building Department permit application.**
- 3. If an area designated for a sign is not used for a sign, the area will be turned back into a window system.**

**The motion was approved 4-0.**

## COMMUNICATIONS

Ordinance 2011-15: Ms. Wenger said City Council reviewed legislation for general language housekeeping to organize boards and commissions, establish the role of the Clerk of Commissions, and eliminate outdated fee structures in the BZA and the Board of Building Code Appeals. The ordinance has been submitted to the Commission for informational purposes.

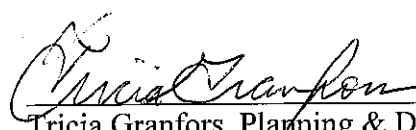
Ms. Wenger said an email was received from Mr. Perry in which he shared he was at home recovering from heart surgery. Warm thoughts and wishes for recovery were expressed by all. Ms. Wenger said Clerk of Commissions Donna Rote is on a leave up absence until mid March for a family medical emergency. Planning and Development Secretary Granfors has been given access to Donna's email for boards and commissions business. Warm thoughts and wishes were expressed by those present.

**Mrs. Meredith moved, seconded by Mr. Malone, to excuse the absence of Mr. Parry, which was approved 5-0.**

## ADJOURNMENT

With no further business, the meeting was adjourned at 8:24 p.m.

  
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Melissa Meredith, Chair

  
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Tricia Granfors, Planning & Dev. Secretary

Approved: 3/09/11

# DIO RETENTION SOIL

## Specification:

USDA Textural Classification: Loamy Sand

pH range: 6.5 – 8.0

Soluble Salts: Less than 500ppm

Organic Matter: Between 5% and 20% measured by loss of ignition at 440° C on oven dried soil (105° C) passing through a ¼" sieve.

Hydraulic Conductivity: 1.5 – 4.0 inches per hour

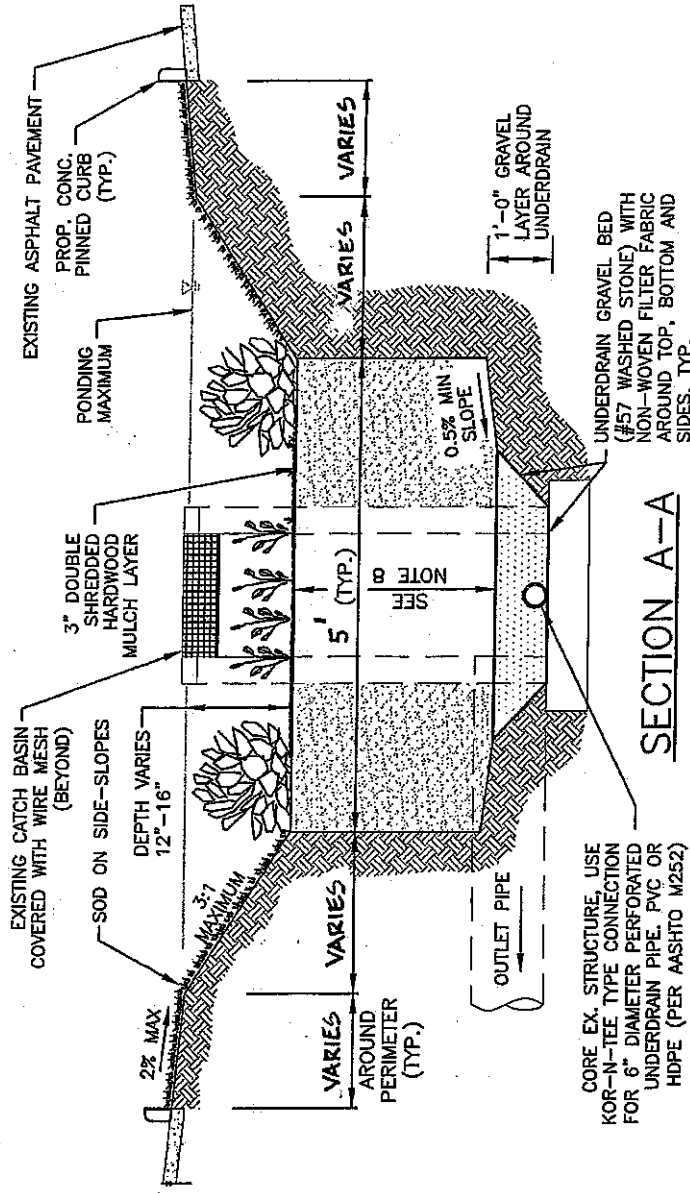
## Amendments:

EQS Compost provided by an Ohio EPA licensed compost facility:

- 100% passing a one inch screen.
- Nitrogen content of 1.4 percent or above.
- Pathogen free; time and temperature tests, minimum 55 degrees Celsius for a minimum of three days.
- Heavy Metal content shall not exceed Ohio EPA Class 1
- Organic Content shall be between 50% and 75%
- pH shall be between 6.0 and 8.0

**NOTES:**

1. INSTALL WIRE SCREENING AROUND ALL OUTLET OPENINGS TO PREVENT LOSS OF MULCH.
2. PVC UNDERDRAIN PIPE SHOULD HAVE 3/8" PERFORATIONS SPACED AT 6" CENTERS, MIN. 4 HOLES PER ROW. MAX SPACING OF UNDERDRAIN PIPE IS 10 FEET ON CENTER. HDPE SHALL ADHERE TO AASHTO M252 SPECS.
3. BIORETENTION LOCATIONS A, B, & D WILL REQUIRE 6" UNDERDRAINS AND CLEANOUTS ON BOTH THE EAST & WEST FACES OF THE EXISTING CATCH BASINS.
4. UNDERDRAIN CLEANOUTS SHOULD EXTEND A MIN. OF 6" ABOVE TOP SURFACE OF MULCH LAYER. CLEANOUTS MAY BE FLUSH WITH TOP OF SURFACE TO ALLOW DRAWDOWN.
5. ONLY SMALL MATURING TREES ARE ALLOWED TO BE PLANTED.
6. ONLY SMALL MATURING TREES ARE ALLOWED TO BE PLANTED.
7. IRRIGATION MAY BE PROVIDED FOR INITIAL ESTABLISHMENT AND DRY SEASONS.
8. PLANTING SOIL DEPTH VARIES BY LOCATION (4' MAX.)



**SECTION A-A**

DO NOT OPERATE HEAVY EQUIPMENT WITHIN THE PERIMETER OF A BIORETENTION FACILITY DURING EXCAVATION, UNDERDRAIN PLACEMENT, BACKFILLING, PLANTING, OR MULCHING OF THE FACILITY. USE ALL SUITABLE EXCAVATED MATERIAL IN THE WORK. EXCAVATE THE BIORETENTION CELL(S) TO THE DIMENSIONS, SIDE SLOPES, AND ELEVATIONS SHOWN ON THE CONTRACT PLANS. MINIMIZE THE COMPACTION OF THE BOTTOM OF THE BIORETENTION FACILITY BY THE METHOD OF EXCAVATION. THE BIORETENTION SOIL SHALL BE A UNIFORM MIX THAT IS FREE OF STONES, STUMPS, ROOTS, OR ANY OTHER OBJECT THAT IS LARGER THAN TWO INCHES. THE SOIL MAY CONSIST OF EXISTING SOIL, FURNISHED SOIL, OR A COMBINATION OF BOTH PROVIDED THAT IT MEETS THE FOLLOWING REQUIREMENTS:

~~PH RANGE - 5.2-7.0  
COMPOSITION BY VOLUME  
4 PARTS SAND - CMS FINE AGGREGATE AS PER 703  
2 PARTS COMPOST - CMS 659.06  
2 PARTS TOPSOIL - CMS 659.05~~

~~THOROUGHLY MIX THE BIORETENTION SOIL PRIOR TO PLACEMENT. TEST AND ADJUST THE PH AS PER CMS 659.02.B. ALL SAND USED SHALL MEET CMS 203.08.H. NATURAL GRANULAR MATERIALS. PLACE THE SOIL IN 12 INCH LIFTS AND CONSOLIDATE BY WATERING UNTIL SATURATED. CONSTRUCT THE UNDERDRAIN SYSTEM AS PER CMS 605. PLACE THE GRANULAR BACKFILL MATERIAL TO THE INVERT OF THE BIORETENTION SOIL. ENSURE A MINIMUM OF 2 INCHES OF GRANULAR COVER OVER THE UNDERDRAIN PRIOR TO PLACEMENT OF THE BIORETENTION SOIL. PLACE CLEANOUTS WHERE SHOWN IN THE PLANS. CONNECT THE CLEANOUTS TO THE PERFORATED UNDERDRAIN WITH THE APPROPRIATE MANUFACTURED CONNECTIONS. THE CLEANOUTS SHALL EXTEND 6 INCHES ABOVE THE TOP ELEVATION OF THE BIORETENTION CELL MULCH. CAP THE CLEANOUTS WITH A THREADED SCREW CAP. PLACE TREES, SHRUBS, AND OTHER PLANT MATERIALS SPECIFIED FOR BIORETENTION CELL AS SPECIFIED IN THE PLANS. APPLY NO PESTICIDES, HERBICIDES, AND FERTILIZERS DURING PLANTING, ESTABLISHMENT, OR MAINTENANCE UNDER ANY CIRCUMSTANCES.~~

**BIO-RETENTION TYPICAL SECTION--A**

**NORTH OLMSTED TOWNE CENTER**

NOT TO SCALE

DATE: 2/14/11 SHEET 2 OF 2

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