



Date: September 11, 2020
To: City Manager
Cc: City Council; Community Development Department; City Planner; City Engineer; Economic Development Coordinator; file
Re: Planning Commission Action

The following items were presented to the Planning Commission for consideration during their regular meeting held via Zoom on **September 10, 2020**.

NEW BUSINESS:

- **448 Mentor Avenue – Conditional Use Permit Modification Request**

Section 1111.07 indicates land shall not be occupied or used and a building which has been erected or altered shall not be occupied or used until a certificate of compliance has been issued to indicate conformity with the provisions of this Code, building codes, fire codes and such other chapters as may be applicable. The owner of 448 Mentor Avenue is requesting a modification of an existing conditional use permit based on their proposed use of the property.

Motion by Ms. Hada, seconded by Mr. Wainwright to approve a temporary modification of the conditional use permit for the Bed and Breakfast at 448 Mentor Avenue to allow for an assembly use for up to 49 occupants with the following conditions:

1. The temporary modification expires in twelve months;
2. The property owner to work with the administration and Council on a text amendment that would allow assembly uses for bed and breakfast uses;
3. A parking agreement shall be approved by the Law Director prior to using the property for an assembly use, and this parking agreement shall provide for the rights of the respective parties to use the parking areas in a manner adequate to accommodate multiple users or to share parking spaces on specific days or at specific times of the day as applicable.

On Roll Call, Mr. Sternot and Mr. Fialko answered “no”; Ms. Hada, Mr. Wainwright, and Chairperson Fleck answered “yes”. **Motion carried, 3-2.**

- **Lake County Employees Federal Credit Union – Review of Non-Compliance of the Design Review Appeal/Proposal**

The applicant presented to the Commission the proposed wrap for the HVAC unit on the roof at 77 North St. Clair Street. The Commission agreed the wrap presented was acceptable and that since there was no

formal contract for the installation, the Commission stipulated that the applicant is to provide a status update on the installation of the approved wrap in 3 to 6 months or sooner if available.

ADMINISTRATIVE REPORT:

- **Grand River Baptist Church; 608 South State Street – Temporary Use Permit –** allowing use of the office space for community outreach.

Motion by Mr. Sternot, seconded by Mr. Wainwright to approve the continuation of the temporary use for one-year as allowed by Section 1119.17 with the following stipulations:

1. No permanent signage shall be placed on the structure by Grand River Baptist Church;
2. Temporary signage at the property or on the facility is permitted during hours the space is being used by the church;
3. Certificate of Compliance shall be required indicating that the building or part thereof, and the purposed use thereof are in conformity with the provisions of the Building codes, Fire codes and such other chapters as may be applicable.

On Roll Call, Mr. Wainwright, Mr. Sternot, Mr. Fialko, Ms. Hada, and Chairperson Fleck answered “yes”.
Motion carried, 5-0.

- **YMCA; 933 Mentor Avenue – Temporary Structure Permit –** Storage Containers at rear of building for storage of equipment.

Motion by Ms. Hada, seconded by Mr. Wainwright to approve the Temporary Structure Permit for the placement of storage units at 933 Mentor Avenue for one year.

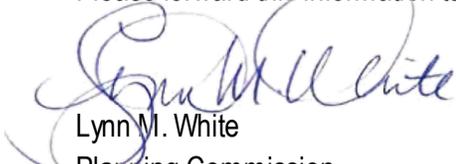
On roll call, Mr. Sternot, Mr. Fialko, Ms. Hada, Mr. Wainwright, and Chairperson Fleck answered “yes”.
Motion carried 5-0.

- **2020 Design Review Applications to Date**

OTHER MATTERS THAT MAY PROPERLY COME BEFORE THE PLANNING COMMISSION

There were no other matters to come before the Planning Commission.

Please forward this information to City Council at the earliest time possible.



Lynn M. White
Planning Commission