

PLANNING, ZONING & BUILDING COMMISSION

CITY HALL

February 14, 22

The City of Cortland Planning, Zoning & Building Commission met on Monday, February 14, 2022 at 6:50 P.M. at the City Administration Building, 400 N. High Street, Cortland, Ohio. In attendance were the following board members: Chairman Curt Moll, Sally Lane, Don Bell, Don Fatobene and Brian Hodor. Also present were Mayor Deidre Petrosky, Law Director Patrick Wilson, Service Director Kim Blasco and the following individuals:

Bob Kunzen	4811 Van Edds	Cleveland, 44131
Mike Boyle	212 Old Oak Dr.	Cortland
James Kiriazis	219 Stahl Ave.	Cortland

Mayor Petrosky swore in Commission Member Brian Hodor.

Curt Moll: I want to call to order the Public Hearing, **02-22**. The purpose of this hearing is to consider a variance request at 194 W. Main St. to allow new signs. This variance is to allow a sign which exceeds the 12' height maximum and 32 square footage maximum requirements on a pole mounted sign and to exceed the number of wall mounted signs. Can I ask someone to come to the podium and talk through this?

Bob Kunzen: Good evening, my name is Bob Kunzen with Brilliant Electric Sign Company representing Farmers National Bank and we ask to be granted these variances.

Curt Moll: Why do they need a variance?

Bob Kunzen: All of these signs are already in place, they are simply face changes. I'm assuming that the variance doesn't carry if you change the message.

Curt Moll: We got some new pictures today. One of the signs is a little smaller, other than that...

Bob Kunzen: I have copies of the newest.

Curt Moll: That's okay, I don't think that we need those. ("new" pictures were placed at the members' places before the meeting)

Bob Kunzen: All that has changed on the pole sign is... We were going to replace all 4 faces now, it's only going to be the large one, front and back.

Curt Moll: You are going to leave the ATM sign the way it is. Okay.

Bob Kunzen: The other difference is this sign. It was individual letters now it's aluminum, what we call a shoebox sign.

Curt Moll: That one is one of the wall mounted signs?

Bob Kunzen: It is one of the wall mounted signs. The other one is just the header at the back of the building.

Curt Moll: Is there anyone else here to speak in favor of this variance?

Michael Boyle: Michael Boyle, Corporate Facilities Manager for Farmer's National. I live here in town, 212 Old Oak, here in Cortland. As part of our merger with Cortland Banks, this is part of our next step that we are doing. Should be taking place next week.

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Curt Moll: Good, appreciate that. Does anyone want to speak against it? No. Any questions from the Board?

Brian Hodor: The existing sign now is already a 12-foot height?

Bob Kunzen: Yes. All we are doing is simply replacing the plastic faces.

Brian Hodor: You are not increasing the height?

Bob Kunzen: Not one bit, it's just a name change.

Curt Moll: Any other questions? Okay, I will call for a motion to close the public hearing.

A motion was made to close the **02-22 Public Hearing** by **Sally Lane** and seconded by **Don Bell**.

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The City of Cortland Planning, Zoning & Building Commission met on Monday, February 14, 2022 at 7:00 P.M. at the City Administration Building, 400 N. High Street, Cortland, Ohio for their regular meeting. In attendance were the following board members: Chairman Curt Moll, Sally Lane, Don Bell, Don Fatobene and Brian Hodor. Also present were Mayor Deidre Petrosky, Law Director Patrick Wilson, Service Director Kim Blasco and the following individuals:

Bob Kunzen	4811 Van Edds	Cleveland, 44131
Mike Boyle	212 Old Oak Dr.	Cortland
James Kiriazis	219 Stahl Ave.	Cortland

Roll Call: Brian Hodor, here; Sally Lane, here; Curt Moll, here; Don Bell, here; Don Fatobene, here.

Curt Moll: The first item on our agenda is the Approval of Commission Minutes for January 10, 2022 re-organizational meeting. Could I have a motion for that please?

A motion was made by **Don Fatobene** and seconded by **Sally Lane**.

Curt Moll: Any discussion on those minutes? Can we have a role call please?

Roll Call: Don Fatobene, yes; Sally Lane, yes; Brian Hodor, abstain; Curt Moll, yes; Don Bell, yes. MOTION APPROVED.

Curt Moll: The second item of business is the Approval of Commission Minutes for January 10, 2022 regular meeting., a motion for that please.

A motion was made by **Don Fatobene** and seconded by **Don Bell**.

Curt Moll: Any discussion, corrections on those minutes? Can we have a role call please?

Roll Call: Sally Lane, yes; Brian Hodor, abstain; Don Fatobene, yes; Curt Moll, yes; Don Bell, yes. MOTION APPROVED.

Curt Moll: We have no old business, we will jump right to new business. **03-22 - Variance Request** – 194 W Main – Height of pole-mounted sign to exceed 12 feet. I'm going to ask you to come up and explain briefly why you are doing this, why you need this variance once again. We are only going to consider one of these variances at a time. The important thing is that we did have a public hearing. There was no one here that was opposed to the variance. I'd like to put in the record what we are going to do with this variance. Again, state your name and address.

Bob Kunzen: Bob Kunzen with Brilliant Electric Sign Company, 4811 Van Edds Rd., Cleveland, Ohio. Concerning the variance for the pole sign height. This is an existing sign, and since we are only replacing facing, doing no other changes to the sign, it will not increase nor decrease in height. We are requesting the variance to allow the existing sign to stay.

Curt Moll: I would assume that there would be an additional expense required if you were going to shorten it.

Bob Kunzen: Yes.

Curt Moll: Any questions from the board? Mayor? Law Director?

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Curt Moll: Having none, we need a motion and roll call then.

A motion was made for **03-22** by **Sally Lane** and seconded by **Don Bell**.

Roll Call: Curt Moll, yes; Don Bell, yes; Sally Lane, yes; Don Fatobene, abstain; and Brian Hodor, yes. **MOTION APPROVED.**

Curt Moll: The next item is **04-22 - Variance Request** – 194 W Main – Area of pole-mounted sign to exceed 32 sq. ft./# of faces. Can I have a motion please?

A motion was made by **Don Bell** and seconded by **Sally Lane**.

Bob Kunzen: Once again, only a face change. The existing sign is 32 sq. ft. on one side of the large section of the top of the sign. This is not changing; neither greater than 32 sq. ft. nor less.

Curt Moll: Okay, great. Any questions? Can we have a roll call please?

Roll Call: Curt Moll, yes; Don Fatobene abstain; Sally Lane, yes; Don Bell, yes; Brian Hodor, yes. **MOTION APPROVED.**

Curt Moll: Next item is **05-22- New Sign** – Pole-mounted sign, 47 sq. ft., 18ft. in height, existing internal lighting. I'm a little confused about this one...

Christine Dorma: The first was the variance request and the second is the sign approval.

Curt Moll: The sign approval, I'm sorry. Now that we have the variances in place, we have to approve the signs. Again, state what you are going to do briefly... This is what you just got the variances for, then we can get you a sign permit.

Bob Kunzen: Okay, on the pole sign, we are replacing the two faces at the top section. What was Cortland Bank will now become Farmers National Bank, just a name change.

Curt Moll: I do need a motion for this.

A motion was made by **Don Bell** and seconded by **Sally Lane**.

Curt Moll: Any questions? Okay, a roll call please.

Roll Call: Brian Hodor, yes; Sally Lane, yes; Don Bell, yes; Don Fatobene, abstain; Curt Moll, yes. **MOTION APPROVED.**

Curt Moll: We are on to **06-22 - Variance Request** – 194 W Main – exceed the number of wall-mounted signs allowable. That would be the same gentleman again, can we have a description of what you are doing here? Why do you need more than one sign?

Bob Kunzen: There are two existing signs at this time. Again, it's just a name change. One sign will be an aluminum shoebox on the roof, replacing the existing sign. The other is at the rear of the building, a header over the ATM. To stay consistent with the name change, that face is changing also. No difference to the structure of the sign, the build, the lighting, or anything what-so-ever.

Curt Moll: Good. We need a motion for that.

A motion was made by **Don Bell** and seconded by **Sally Lane**.

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Curt Moll: Any discussion on the variance of the wall mounted signs? Can we have a roll call please?

Roll Call: Brian Hodor, yes; Sally Lane, yes; Curt Moll, yes; Don Bell, yes; and Don Fatobene, abstain.

Curt Moll: We are going on to **07-22 – New Sign** – Wall-mounted sign, 23 sq. ft., 2’4.5” x 10’, not illuminated. Could I have a motion for that please?

A motion was made by **Don Bell** and seconded by **Sally Lane**.

Curt Moll: Again, can you explain what you are doing for the record.

Bob Kunzen: We will be removing the existing, individual letters from the Manson wall mounted sign. We will be replacing it with a 2’4” by 8’ aluminum, shoebox sign.

Curt Moll: It is not by 10’, it is by 8’?

Bob Kunzen: Right, in the first rendering it was 10. It used to be individual letters, that is why you received new drawings.

Curt Moll: Okay, so it is a little smaller, very good. Any questions from the board? Roll call for this one please.

Roll Call: Don Fatobene, abstain; Sally Lane, yes; Brian Hodor, yes; Curt Moll, yes; Don Bell, yes. **MOTION APPROVED.**

Curt Moll: Item **08-22 – New Sign** - Wall-mounted sign, 4.7 sq. ft., 1’4.5” x 3’6”, existing internal lighting. This is the one on the ATM so just restate that and we can move on.

Bob Kunzen: Correct. This is an exact size of the existing sign. Nothing is changing but the plastic, translucent face on the front. No lighting change, no structure change.

Curt Moll: Can I have a motion for that please?

A motion was made for **08-22** by **Sally Lane** and seconded by **Don Bell**.

Curt Moll: Any discussion? Can we have a roll call please.

Roll Call: Sally Lane, yes; Brian Hodor, yes; Don Fatobene, abstain; Curt Moll, yes; Don Bell, yes. **MOTION APPROVED.**

Curt Moll: That takes care of all of your variances and sign permits. We will sign them this evening and see her.

Kim Blasco: Yes, we can talk after.

Bob Kunzen: Thank you everybody.

Curt Moll: Welcome again to the City of Cortland. Next item on the agenda is **09-22 – Home Occupation** – online sales of Federal Firearms, 219 Stahl Ave. Could I have a motion please.

A motion was made for 09-22 by **Don Fatobene** and seconded by **Don Bell**.

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James Kiriazis: I am James Kiriazis, 219 Stahl Ave. I am here before you because I am applying for a Federal Firearms License and as per ATF law, the first step is to get approval from the municipality.

Curt Moll: We have dealt with these before. You don't have any customers coming to the house?

James Kiriazis: It's going to be primarily online sales. There will be the occasional in person transfer, maybe family, friend but that all will be by appointment. My driveway is over 300 feet long and my house is off the road so there won't be anyone parking on the road, blocking neighbors, anything like that.

Curt Moll: How about deliveries?

James Kiriazis: There will be occasional deliveries by UPS, all of the deliveries have to be signed for. They won't leave anything on the doorstep, I would have to go pick it up if anything.

Don Bell: Any signage?

James Kiriazis: No signage, no.

Curt Moll: Patrick, do you have any questions?

Patrick Wilson: I do not. Like you said, we've been through this a couple of times before and typically there's not much.

Curt Moll: Now we understand the requirements. Kim, any concerns?

Kim Blasco: No concerns.

Curt Moll: With that, I will ask for a roll call.

Roll Call: Curt Moll, yes; Don Bell, yes; Sally Lane, yes; Don Fatobene, yes; and Brian Hodor, abstain. **MOTION APPROVED.**

Curt Moll: The next item is **10-22 – Set Public Hearing** - The purpose of this request is to consider a zone change request for Parcel # 34-102656 Mecca St. from R-M (Residential Multi-Family District) to S-1 (Service District). **Hearing to be set for March 14, 2022 at 6:50 p.m.** Can I have a motion please.

A motion was made for 10-22 by **Don Bell** and seconded by **Don Fatobene.**

Curt Moll: Is there anything that we need to know about this ahead of time?

Kim Blasco: What I've been told is that he is looking at possibly clearing the lot and he wanted outdoor storage.

Brian Hodor: For personal use or commercial?

Kim Blasco: He is looking for Service so he is more commercial.

Brian Hodor: He is going to put storage units in?

Patrick Wilson: Outdoor storage would suggest boats and trailers and cars...

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Kim Blasco: More outdoor storage, correct. That's the impression I got, yes.

Curt Moll: We want to make sure that we notify the residents. Could we have a roll call please.

Roll Call: **Curt Moll, yes; Don Fatobene yes; Sally Lane, yes; Don Bell, yes; and Brian Hodor, yes. MOTION APPROVED.**

Curt Moll: Any other business to be brought before the board this evening? Hearing nothing, I will ask for a motion to adjourn.

A motion for adjournment was made by **Don Fatobene** and seconded by **Don Bell**.

Curt Moll: Can we have a roll call please.

Roll Call: **Brian Hodor, yes; Sally Lane, yes; Don Bell, yes; Don Fatobene, yes; Curt Moll, yes. MOTION APPROVED.**

Meeting Adjourned: 7:14 pm

Chairman

Date

Secretary