

Village of Lordstown Planning Commission

February 12, 2018

The Lordstown Planning Commission met in regular session on February 12, 2018 at 6:30 p.m. at the Lordstown Administration Building. The meeting was called to order by Chairperson Tim Rech, followed by the Pledge of Allegiance to the Flag. Roll call was taken.

In Attendance: Tim Rech, Chairperson
Richard Rook
Arno Hill, Mayor
Don Reider, Council Member

Matthew Ries for Paul Dutton, Solicitor
Kellie Bordner, Planning and Zoning Administrator
Denise Dugan, Assistant Planning & Zoning Administrator

Also Present: Robert Bond, Council Member
Donna Schrader
Kay Arlow
Jason Altobelli
Keith Knox

APPROVAL OF AGENDA:

MR. RECH: Is there a motion to approve the agenda?

MAYOR HILL: So moved.

MR. REIDER: I'll second.

MR. RECH: All in favor, "aye"?

MR. ROOK: Aye.

MAYOR HILL: Aye.

MR. RECH: Aye.

MR. REIDER: Aye.

(VOICE VOTE: 4, AYE; 0, NAY; 0, ABSTAINED.)

APPROVAL OF MINUTES of January 8, 2018.

MR. RECH: Approval of the minutes of the January 8th meeting -- those were mailed to you and e-mailed to you in multiple forms -- any questions, comments, corrections?

MR. REIDER: I'll make that motion.

MR. ROOK: Second.

MR. RECH: All in favor?

MR. ROOK: Aye.

MAYOR HILL: Aye.

MR. RECH: Aye.

MR. REIDER: Aye.

(ROLL CALL VOTE: 4, AYE; 0, NAY; 0, ABSTAINED.)

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PLANNING AND ZONING ADMINISTRATOR'S REPORT:

MR. RECH: Planning and Zoning Administrator's Report?

MS. BORDNER: During our last meeting, we gave Cassens thirty days to complete their Phase 2 parking lot expansion documents that were in conjunction with the items that remained outstanding or were deficient or needed updated from our Village Engineers.

As of Friday, February 9th, I received an e-mail from Jeff Smith, our Village Engineer, and he stated as follows: "As stated previously, all other items from our 1 to 18 memo have been addressed; therefore, CT has completed its technical review and recommends approval at this time. Mr. Sowards is out of town until Tuesday, but he assured us he will prepare a final submission of all items to be bound, stamped and signed/dated to constitute the final delivery to the Village for filing."

So, essentially, the Village Engineers have given their approval. They have met all the requirements for that thirty day conditional approval, and they just have to submit all their final documents with dates and signatures and so forth. Otherwise, that's complete.

MR. RECH: Great -- thank you very much.

SOLICITOR'S REPORT:

MR. RECH: Any Solicitor's Report this evening?

SOLICITOR RIES: No report.

CORRESPONDENCE:

MR. RECH: Any Correspondence?

MS. DUGAN: No, sir.

OLD BUSINESS: None.

NEW BUSINESS: Site Plan Review Not Involving New Construction for Keith & Michelle Knox dba The Landings Residential Living.

The Planning Commission followed this form that follows Section 1116.03 of The Planning & Zoning Code:

The Village of Lordstown Site Plan Review Not Involving New Construction

NAME: Keith & Michelle Knox, dba The Landings Residential Living

ADDRESS: 1600 Salt Springs Road, SW, Lordstown, Ohio 44481

Date of Planning Commission Meeting: Monday, February 12, 2018

- 1. Existing zoning of the property:** B1
- 2. Describe the floor plan of intended building for specific use:** The front building is proposed to be a two-story townhouse with 2 units of 1315 square feet each. The East side will have a full bath on the first floor, along with a kitchen, dining room, living room, mud/laundry/utility room and a bedroom, and will have 2 additional bedrooms and a half bath upstairs. It will have no basement. The West side will have a basement with laundry/utility area. It will also have a kitchen, living/dining room and one bedroom on the first floor, with another bedroom and a full bath upstairs. The longer back building will have 4 units as follows: a single floor efficiency unit (#1 on the map) which will be 415 square feet at the south end of the building. The efficiency is proposed to have a small kitchen, living room area, one bedroom and one full bath. Next to the efficiency unit will be a 1500 square feet two-story townhouse (#2 on the map) with 2 bedrooms, a kitchen, living area, full bath on the lower level and 1 bedroom upstairs. A 910 square feet single floor apartment will be next (#3 on the map) and will have 2 bedrooms, a full bath, a kitchen and living area.

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At the north end of the building is proposed to be another two-story townhouse (#4 on the map) which will be similar in size and layout to the one already noted as being #2 on the map.

3. **Location and dimension of all off-street parking and loading areas including the number of spaces:** Applicants have provided an aerial map and have stated that there will be at least 14 - 10' x 18' parking spaces, which allow 2 spaces per unit and 1 ADA compliant handicap space. The parking lot will be striped for spaces.
4. **Location, size, height and orientation of all signs, both existing and proposed:** Applicants have provided an aerial view of the current location of the sign and have proposed to keep it in the same location. They would like the sign to state: "THE LANDINGS, Residential Living, 1600 Salt Springs Road" and it may or may not have a telephone number on the sign for rental contact purposes. They are aware that they will need to obtain a sign permit from the Planning & Zoning office and that the sign face can be no more than 50 feet square on its face, which should fit within the existing structure.
5. **Location of all streets project is fronting on:** Salt Springs Road
6. **Other information required by the Planning Commission:**

The purpose of the project is to provide residential rental units and the days of operation will be 7 days, 24 hours a day as the owners are Lordstown residents and will be serving in the capacity as Landlords and Maintenance and therefore will be on call 24 hours a day. The units will vary in rental costs with the two-story townhouses at a proposed rent of approximately \$1,000 per month, which will include water. The Applicants will stage the development of the residential units in such a way that once a unit is completed, it will be made available for rent and construction will begin on the next unit. The Applicants will stay within the confines of the original footprints of the buildings.

Applicant will place mailboxes for the units per the instruction of the Postmaster and will work with the Planning & Zoning office for designation of specific addresses which will likely be in the form of unit numbers (i.e. 1600 Salt Springs Road, Unit A).

There will be fire suppression per the building code, which requires fire alarms and CO2; sprinklers are not required.

MS. BORDNER: This is for the location at 1600 Salt Springs Road, and this is an existing zoning of B-1.

The floor plan has been attached for you, and the front building is proposed to be a two-story townhouse with two units of 1315 square feet each.

The east side will have a full bath on the first floor, along with a kitchen, dining room, living room, mud/laundry/utility room, and a bedroom; and will have two additional bedrooms and a half bath upstairs. It will have no basement.

The west side will have a basement with a laundry/utility area. It will also have a kitchen, living room, dining room, and one bedroom on the first floor with another bedroom and a full bath upstairs.

The longer, back building will have four units as follows: A single floor efficiency unit, which is number one on the map that was provided by Mr. Knox, which will be 415 square feet at the south end of the building. The efficiency is proposed to have a small kitchen, living room area, one bedroom and one full bath.

Next to the efficiency unit, will be a 1500 square foot, two-story townhouse. That's number two on the map -- with two bedrooms, a kitchen, a living area, a full bath on the lower level and one bedroom upstairs.

A 910 square foot single-floor apartment will be next -- number three on the map -- and will have two bedrooms, a full bath, a kitchen and living area.

At the north end of the building, is proposed to be another two-story townhouse -- number four on the map -- which will be similar in size and layout to the one already noted as being number two on the map.

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The Applicant has also provided an aerial map and has stated that there will be at least fourteen 10' x 18' parking spaces, which allows essentially two spaces per unit, and one ADA-compliant handicap space. The parking lot will be striped for the spaces.

The Applicants have provided an aerial view of the current location of the sign and have proposed to keep it in the same location. They would like the sign to state, "THE LANDINGS, Residential Living, 1600 Salt Springs Road" -- and it may or may not have a telephone number on the sign for rental contact purposes. They are aware that they need to obtain a sign permit from the Planning and Zoning office, and the sign face can be no more than 50 square feet on its face, and it should fit within the existing structure.

The location that the project fronts on is Salt Springs Road.

And the other information that you may want to know is that the purpose of the project is to provide residential rental units; and the days of operation, of course, will be seven days, twenty-four hours a day since the owners are Lordstown residents and will be serving in the capacity as Landlords and Maintenance; and therefore, they will be on call 24 hours a day.

The units will vary in rental costs with the two-story townhouses at a proposed rent of approximately \$1,000 per month, which will include water. The Applicants will stage the development of the residential units in such a way that once a unit is completed, it will be made available for rent, and construction will then begin on the next unit. The Applicants will stay within the confines of the original footprints of the existing buildings.

The Applicant will place mailboxes for the units per the instruction of the Postmaster, and will work with the Planning and Zoning office for the designation of certain addresses, which will likely to be in the form of unit numbers, such as 1600 Salt Springs Road, Unit A.

There will be fire suppression, per the Building Code, which requires fire alarms and CO2. Sprinklers are not required.

Mr. Knox is present and happy to answer any questions that the Commission may have.

MR. RECH: Why don't you step up to the microphone and just introduce yourself.

MR. KNOX: My name is the Keith Knox, and my wife couldn't make it today -- but we're pretty excited about the opportunity to take on a project.

I recently retired about a year ago, and I do have some real estate rental property that I'm working on now. My wife is a Realtor. So we looked at this as a great opportunity, plus we're residents here. We've been in Lordstown for about 17 years, and a few folks here are my neighbors, so they know me.

So we're really excited about the opportunity. We hope to really make this a nice property -- keep it in really good repair, and be able to add some value to the Village, be a good citizen; and hopefully, this works out really well for us. So we're just asking for permission to be able to have it zoned so we can do it.

MR. RECH: Any questions for Mr. Knox?

MAYOR HILL: I think Kellie did a pretty good job explaining everything.

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MR. RECH: Yes, very good. Kellie, do you need to touch on those other documents?

MS. BORDNER: Unless you have any questions those were just for your purposes, for history of the parcel just so you were all aware. I definitely think that this is probably a really good option for this particular parcel of land.

Originally, there were two parcels there. Those were consolidated by Mr. Moseley after a lengthy time of trying to get that done by the previous Zoning Administrator.

So he did comply with that and did combine those two parcels. So it's all contained on one parcel; and in all honesty, we've had several businesses in and out of all of those buildings. They have not stayed long, and then you have empty buildings; and I think this is a really great way to utilize the buildings and have them be a viable alternative for the Village -- and hopefully, be very successful.

MR. RECH: Okay, thank you. Before we proceed, are there any public comments this evening on this item?

(WHEREAS, THERE WAS NO RESPONSE FROM THE FLOOR, AND PROCEEDINGS WERE AS FOLLOWS:)

MR. RECH: Okay, hearing none -- at this time, is there a motion to approve the Site Plan Review Not Involving New Construction for Keith and Michelle Knox dba The Landings Residential Living?

MR. ROOK: I make a motion for the approval.

MR. RECH: Is there a second?

MR. REIDER: I'll second that.

MR. RECH: Could we have roll call on this, then, please?

MS. DUGAN: Yes, sir -- Arno Hill?

MAYOR HILL: Yes.

MS. DUGAN: Tim Rech?

MR. RECH: Yes.

MS. DUGAN: Don Reider?

MR. REIDER: Yes.

MS. DUGAN: Richard Rook?

MR. ROOK: Yes.

(ROLL CALL VOTE: 4, AYE; 0, NAY; 0, ABSTAINED.)

MR. RECH: All right. Thank you -- all in favor is good. So we're good with that. Mr. Knox -- or you're good, Keith.

MR. KNOX: Thank you.

PUBLIC COMMENTS:

MR. RECH: Now moving on to Public Comments this evening. Are there public comments?

(WHEREAS, THERE WAS NO RESPONSE FROM THE FLOOR, AND PROCEEDINGS WERE AS FOLLOWS:)

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MR. RECH: Do we have anything?

MS. BORDNER: No.

MR. RECH: I thought --

MS. BORDNER: No -- opted not to.

MR. RECH: Okay, no problem then -- very good.

MEMBER COMMENTS:

MR. RECH: All right, are there any member comments?

(WHEREAS, THERE WAS NO RESPONSE FROM THE PLANNING COMMISSION,
AND PROCEEDINGS WERE AS FOLLOWS:)

ADJOURNMENT:

MR. RECH: Is there a motion for adjournment?

MAYOR HILL: So moved.

MR. RECH: All right.

MR. ROOK: Second.

MR. RECH: So we're all in favor. (NO AUDIBLE RESPONSES) We have a motion,
second -- and we're adjourned. Thank you.

(WHEREAS, THE PUBLIC HEARING BEFORE THE LORDSTOWN VILLAGE
PLANNING COMMISSION, CONCLUDED AT 6:40 P.M.)

Submitted by:

Approved by:

Denise L. Dugan
Assistant Planning & Zoning Administrator

Tim Rech
Chairperson