

**CITY OF CLEVELAND HEIGHTS  
PLANNING COMMISSION  
JUNE 12, 2019  
MINUTES OF THE REGULAR MEETING**

MEMBERS PRESENT:            Jessica Cohen                            Chair  
   Michael Gaynier                        Vice Chair  
   Leonard Horowitz  
   Adam Howe  
   Anthony Mattox, Jr.

MEMBERS ABSENT:            Jeff Rink

STAFF PRESENT:              Kara Hamley O'Donnell            City Planner II  
   Alix Nouredine                        Assistant Director of Law  
   Richard Wong                         Planning Director  
   Christy Lee                             Recording Secretary

CALL TO ORDER

Ms. Cohen called the meeting to order at 7:00 p.m. She welcomed the audience to the June 12, 2019, regular meeting of the Cleveland Heights Planning Commission. Roll was called by Richard Wong and all were present but Jeffrey Rink, whose absence was excused. Ms. Cohen asked if the Commission read the minutes from the May 8, 2018, regular Planning Commission meeting and asked if there were any corrections needed. There were no corrections needed and the minutes stand approved.

Mr. Nouredine swore in Ms. Hamley O'Donnell, Mr. Wong and all those who wished to testify.

**Proj. No. 19-13: C. Winkfield, dba Charmaine Braids LLC, 2490 Lee Boulevard #206-E**, C-1 Office, requests conditional use permit for hair braiding convenience retail/service establishment in office building per Code chapters 1111, 1115, 1131, 1151, 1153 & 1161.

Ms. Hamley O'Donnell asked that the staff report dated June 5, 2019, into the public record and stated that the Rockefeller Pointe office building is located at the northwest corner of the Mayfield Road and Lee Boulevard intersection. The "C-1" office district it is located in encompasses the triangular block surrounded by Monticello Boulevard, Lee Boulevard, and Mayfield Road. In addition to the Rockefeller Pointe Building, this district includes the Medusa Building, Motorcars' auto repair/donut shop building, and a one-story structure.

She shared the Standards for Conditional Uses and stated that a small amount of service/retail usage in an office building is in keeping with the intent of the Zoning Code and will not impact the public health, safety or general welfare. The applicant states that sounds should be contained within her space. If odors or sounds became a problem with other tenants, the applicant would need to take steps to remedy the nuisance. The small tenant space should not change the character of the area, will be unnoticeable to those



outside of the building, and should have not affect property values. No impediment to development or improvement of surrounding property is foreseen. As long as the use is quiet and doesn't disrupt adjacent tenants, it should be a good addition to this building.

Staff recommends that the Planning Commission approve a conditional use permit for Charmaine Winkfield, dba Charmaine Braids, LLC, 2490 Lee Boulevard, for a 1708 s.f. braiding hairstyle salon, as described in the application materials and this staff report, with the following additional conditions:

1. This use shall not be injurious to the use and enjoyment of other properties in the immediate vicinity or create a nuisance for adjacent properties;
2. The applicants shall work with staff to resolve any complaints from neighbors.
3. Applicant shall obtain and maintain a Certificate of Business Operation/Occupancy;
4. This use shall comply with all Building and Fire Department regulations; and
5. All required construction and installation of the use shall be completed within 18 months of approval.

Ms. Cohen asked if there were any questions for staff and there were none.

Charmaine Winkfield confirmed that she took the oath and thanked the staff for their recommendation and looks forward to working in the community.

Mrs. Cohen asked if there was a motion.

Anthony Mattox, Jr. made a motion to approve the conditional use permit for hair braiding convenience retail/service establishment in office building with the additional staff recommendations.

Seconded by Mr. Howe, the motion was approved 5-0.

**Proj. No. 19-12: Park Synagogue & CH-UH City School District, 3300 Mayfield, 'MF-1' Multi-Fam.,** request revision to conditional use permit to continue to use existing Mayfield Rd. Park Synagogue parking lot as bus storage for 49 school buses, car parking for bus drivers & accessory modular bldg. for restrooms/driver area until 12/31/2022 per Code ch. 1111, 1115, 1121, 1123, 1151, 1153, 1161 & 1166.

Ms. Hamley O'Donnell asked that the staff report dated June 6, 2019, to be entered into the public record. She stated that the applicant had a community meeting the previous week for neighbors and there were some alterations made to the plans based on the concerns of the neighbor who attended that meeting. She described the proposal and shared site photos. She went on to discuss the some of the issues that had been raised at the community and what step will be taken to ensure all are satisfied.

She showed the Standards for Conditional Uses, the site location and stated that the school district was requesting an extension of the existing conditional use for bus parking for 3 more years, noting it is in keeping with the basic planning objectives of the Code. The location of the buses should not have an impact on the health, safety or welfare of the neighbors. This site has been a parking lot for more than half a decade and a bus parking lot for almost 5 years. At a neighborhood meeting, the adjacent neighbor on Ivydale suggested that additional fence/screening could help reduce the sound at her home and this should be taken into account in the landscape plan, which should be approved by the Planning Director.



The proposed 3-year extension of the use of the existing lot for bus parking should not be injurious to the use and enjoyment of neighbors, nor impair property values. We have received no complaints since the buses were moved here and neighbors have been notified of this proposal, though, at this time, until recently when an Ivydale neighbor complained about noise. This temporary use of an existing underutilized parking lot should have no impact on future development on or near this site. No new utilities or access roads are necessary. The use of the existing entrance/exit onto Mayfield Road has not affected traffic congestion on public streets and we do not anticipate this will change. No additional requirements at public cost will be incurred. In addition, the bus drivers will pay income tax to the City of Cleveland Heights, creating additional funds for the City. No future hardship is anticipated for resulting from 3-year extension. This temporary bus relocation permits the District to continue to master plan for their school facilities.

Staff recommends that the Planning Commission approve a revision to Park Synagogue's conditional use permit for Park Synagogue/CH-UH City School District to continue to use the existing Mayfield Road Park Synagogue parking lot as bus storage for 49 school buses, car parking for bus drivers & accessory modular building for restrooms/driver area until 12/31/2022, as show on the drawings by ThenDesign Architecture, A1 & SP1, dated 9-2-2014, with the following additional conditions:

1. The use shall not be injurious to the use and enjoyment of other property in the immediate vicinity and applicant shall work with staff to resolve any neighbor complaints;
2. Buses shall only enter and exit the site from Mayfield Road and shall not negatively impact Mayfield Road traffic;
3. Plants at entrance and exit drives shall be trimmed to be in keeping with the city's sight triangle regulations;
4. Landscape/screening plan shall be approved by the Director of Planning and shall be installed by August 15, 2019;
5. The use shall expire on December 31, 2022. The modular building and block heaters and their supports shall be removed by that date and no buses or driver cars may occupy the site. If an extension is desired, applicant must apply for a new conditional use permit;
6. Applicant shall obtain, and adhere to, Police Chief-approved operations and security plan which shall be updated, as needed or required;
7. Once exiting the Park Synagogue site, bus drivers shall use arterial streets to travel to the beginning of their bus routes.; and
8. All required construction and installation of the use shall be completed within 18 months of Planning Commission approval.

Ms. Cohen asked who is responsible for the actual landscaping.

Ms. Hamley O'Donnell stated that can be answered by the district representative.

George Petkac, Director of Business and Operations for the Cleveland Heights/University Heights School District, introduced other members of the board that were in the audience, Jim Posch, Jodi Sourini and landscape architect, Kathleen Cavanagh. Mr. Petkac thanked Ms. O'Donnell and Mr. Wong for their presentation of the proposed project. They will focus on doing what is best for the community, looking for the best routes and placement for the buses. Mr. Petkac stated that they are leasing the land at this time and they must be reasonable about the landscaping cost.

Ms. Cohen asked if there were any questions.

Mr. Mattox, Jr. said he appreciated the work and effort that is being put forth in this project.

Mr. Petkac thanked Mr. Mattox, Jr.

Ms. Cohen asked if there were any additional comments or question. She then asked if there was a motion on the floor.

Leonard Horowitz Motioned approval the revision to conditional use permit for the CH-UH City School District/Park Synagogue to continue to use existing Mayfield Rd. Park Synagogue parking lot as bus storage for 49 school buses, car parking for bus drivers & accessory modular bldg. for restrooms/driver area until 12/31/2022, with the staff recommendations.

Seconded by Mr. Gaynier, the motion was approved 5-0.

**OLD BUSINESS**

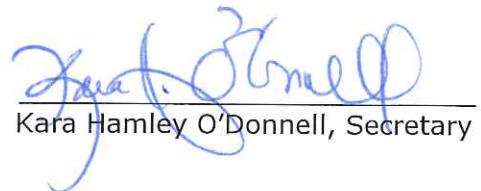
Ms. Cohen stated that the application deadline for a new Planning Commission member will come soon, and that the seat will be filled by the August 14, 2019, meeting.

**NEW BUSINESS**

There was no New Business.

The meeting was adjourned at 7:15 p.m.

  
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Jessica Cohen, Chair

  
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Kara Hamley O'Donnell, Secretary