

CITY OF MENTOR-ON-THE-LAKE  
PLANNING AND ZONING COMMISSION  
September 11, 2017

The regular meeting of the Planning and Zoning Commission for the City of Mentor-on-the-Lake, Ohio was called to order by Mr. Boomer on August 7, 2017 at 7:00 p.m. in the Community Room of City Hall, 5860 Andrews Road.

**ROLL CALL:** Ms. Cason  
Mr. Johnson  
Mr. Sweeney  
Mr. Boomer  
Mr. Sheldon

**ALSO PRESENT** – Brent Moore, Service Director  
Jim Lunder, Council Representative

**APPROVAL OF MINUTES** – August 7, 2017

**MOTION** by Mr. Johnson, and seconded by Mr. Sheldon to approve the August 7, 2017 minutes as submitted.

**ROLL CALL** Ayes Ms. Cason-abstain  
Mr. Johnson  
Mr. Sweeney  
Mr. Boomer  
Mr. Sheldon

**MOTION CARRIED 4/0**

**OPEN PUBLIC HEARING:** Trinese Summerlin from Inspired by You Daycare located at 5939 Andrews Rd. presented plans for a fence. She stated that she would like to install a fence behind the building. There are four parking spots that she has been granted from the Landlord to put up the fence. She would like a 6 foot chain link fence, will steel posts on the ends. She stated it would be next to Dollar Tree, right behind her location. It was stated that the 4 parking spots are about 40 feet, which is a decent size area. There was discussion about the trucks coming in and out for deliveries. There is a driveway that still gives them an ingress and egress. There are also dumpsters back there as well. At the time of the permit, there were no bollards. Mr. Moore denied it because of that and the location. Mr. Moore asked Ms. Summerlin if she got the Fire Inspection, and she stated no and that she was still not open for business. Ms. Cason asked about the bollards, it was stated that the fence would go up and that the bollards would go on the outside of the fence. Mr. Moore asked the distance between the bollards. There was no distance on the set of plans. They asked if there was code, they stated they would do them to code.

PLANNING AND ZONING MINUTES  
SEPTEMBER 11, 2017  
PAGE TWO

Mr. Sweeney asked them to show him where the exit from the building is and then the entrance to the playground. Ms. Summerlin was invited to the table so that she could see the plans the commission was looking at. There was discussion between the commission and Ms. Summerlin about the entrance and exits to the playground from the building. Also in the discussion was one of the property owners.

Ms. Summerlin asked to see the large drawing. The commission and Ms. Summerlin began to discuss the large set of plans and the 4 parking spots that she plans to use for the playground. During discussion it was noted that the plans were drawn up incorrect. Mr. Moore stated that if the plans were in correct that there was no need to even be at the meeting. He will need a correct set of plans in order to move forward. The Property owner asked if there could be an approval upon condition of the 4 parking spaces being behind her building. Mr. Moore stated that it would be up to the chair. The property owner stated that if she had to wait another month she would lose all her customers and be out of business. Mr. Moore stated again that he denied it because of the location and the fact that it needs to have bollards. He asked them to submit the new set of plans and have the distance between the bollards. It needs to be clearly marked on the plans so that nothing could get through.

The dumpsters were also mentioned in the discussion. The property owner proposed to request approval upon the parking spaces being directly behind her building with bollards. There was further discussion among the commission. The Building Department would have to determine the spacing on the bollards. Mr. Moore stated that he would contact the Building Department to get the code requirements. Ms. Cason asked the height of the fence requested. Further discussion took place. Ms. Cason did mention to Ms. Summerlin and the property owner that this is a business problem. The application was filed two months ago, and unfortunately you guys are just realizing that it is incorrect. It needs to be filed correctly. Ms. Summerlin was in business before. She was in Mentor. The property owner mentioned that they are trying to save as many customers as they can.

Mr. Moore stated that she had also opened up illegally in July. Mr. Moore stated that he was not in favor of this and that it will be up to the commission. Mr. Moore also stated that Ms. Summerlin is still not in compliance with the Fire Department and it's been over two months. Mr. Sweeney asked if the plans had been submitted to the Building Dept. Mr. Moore mentioned that the alarm company went to the Building Department for an inspection. The Building Department found that there was only one way in to the infant care room, which is a fire hazard. Mr. Moore stated that he then got the Fire Department involved. At that time, Mr. Moore checked and found that she had no Business License and no plans so he shut her down that day. She has since got her Business License and did submit a set of plans to the Zoning Department. The Building Department has to still inspect it as well as the Fire Department. She cannot open until both are completed. Ms. Cason stated that the open issues at hand are that there needs to be a corrected set of plans. An approval from the Fire Department is needed and then eventually the Building Department which will look at the code.

**PLANNING AND ZONING MINUTES  
SEPTEMBER 11, 2017  
PAGE THREE**

Mr. Moore stated if you are for the fence and the bollards then you can make it contingent on the Building Department approval. Ms. Cason stated that there is an ingress and egress plan right into the play area.

Ms. Cason stated that she would deny the fence request as submitted, and once the plans are corrected and the Fire Department has signed off she would be happy to propose a special meeting. This would allow Ms. Summerlin not to have to wait a month to the next meeting. The commission will need to see the corrected plans, and then get the Fire Department to sign off and then a meeting can be scheduled. Ms. Cason considers this a contingent denial. The next scheduled meeting will be October 2, but we can look at two weeks if you have the correct information ready to present. Ms. Cason suggests that this matter be tabled. Ms. Cason stated that the plans are corrected to show the play area behind the appropriate building and to show the appropriate ingress and egress and the bollards. The second contingency would be that the Fire Department signs off, because they may need ingress and egress into the play area. They may have requirements as well. Once the requirements are met, then we can schedule a special meeting.

**CLOSED PUBLIC HEARING**

**COUNCILS REPORT:** Mr. Johnson stated that the Council was off for the month of August except for one meeting that met to appoint the CRA committee.

**OLD BUSINESS:** Ms. Cason nominated Mr. Sheldon to serve on the CRA Council. Ms. Cason asked if we know how often they meet. Mary Bill stated that it was in the previous minutes. The Council would meet in January for an organizational meeting to go over any cases for the tax abatements. The responsibility would be to do an annual curbside inspection, independent of the housing council. Then they would meet in January or February to go over the properties and share the reviews. It could be potentially 1-3 meetings a year.

A **MOTION** by Ms. Cason to appoint Mr. Sheldon to the CRA Housing Council and a second by Mr. Johnson.

**ROLL CALL** Ayes Ms. Cason  
Mr. Johnson  
Mr. Sweeney  
Mr. Boomer  
Mr. Sheldon-abstain

**MOTION CARRIED 4/0**


**NEW BUSINESS:** None

PLANNING AND ZONING MINUTES  
SEPTEMBER 11, 2017  
PAGE FOUR

**ANNOUNCEMENTS AND SETTING OF MEETINGS:** October 2, 2017

A MOTION by Mr. Boomer and a second by Mr. Sheldon to adjourn by acclimation.

MEETING ADJOURNED – 7:24 pm by acclimation

APPROVED 10.2.17  \_\_\_\_\_  
Date Chairman

ATTEST U Bell \_\_\_\_\_  
Planning and Zoning Clerk