

VILLAGE OF CUYAHOGA HEIGHTS  
PLANNING AND ZONING MEETING  
MINUTES  
NOVEMBER 15, 2017  
6:00 p.m.

Mayor Bacci called the meeting to order, Clerk Unger called the roll. Those present were Board Members Todd Bloam, Shireen Mitchell, Matt Sokolich, and Dave Volek. Also present: Assistant Law Director Ben Chojnacki, Building Commissioner Norm Casini, and Assistant Building Commissioner Ken LaBella.

**MINUTES:**

September 20, 2017.

Mr. Volek moved, seconded by Mr. Sokolich to approve the Minutes of September 20, 2017. All in favor, none opposed. Motion carried.

**NEW BUSINESS:**

**From Building Commissioner Norm Casini: New Wall Sign at 4565 Willow Parkway**  
**Building Owner: Dwight Jordan**

Attached please find an application and photo by Dwight Jordan, owner, for a temporary wall sign on the east side of 4565 Willow Parkway facing Interstate 77. Pursuant to the Cuyahoga Heights Codified Ordinance Chapter 1482, Article 1482.10, “signs for buildings abutting Interstate 77” must be approved by the Planning & Zoning Board.

The proposed temporary wall sign measures 96 square feet. Our Codified Ordinance Chapter 1482, Section 1482.021(b)(2) allows 48 square feet for walls signs. Therefore, a variance of 48 square feet is requested by Dwight Jordan. The proposed temporary sign contains three (3) lines of lettering. Our codified ordinance Chapter 1482, Section 1482.10(b) requires only one (1) line of lettering.

Also, the proposed sign is temporary. Our codified ordinance Chapter 1482, Section 1482.10(c) states no temporary signs permitted.

**Variances Requested:**

1. Variance approval is needed for a sign facing Interstate 77 at 4565 Willow Parkway.
2. Variance approval for two (2) additional lines of lettering.

3. Variance approval for an additional 48 square feet of wall sign facing Interstate 77 at 456 Willow Parkway is needed.
4. Variance approval for temporary sign.

After much discussion, it was agreed by the board and Mr. Jordan to revisit these variances at a later date. Mr. Volek asked if we could have the tenants of the building at the Zoning Board Meeting if we have to revisit these variance. Mayor Bacci said we can do that.

**From Building Commissioner Norm Casini: Temporary ground sign at 4565 Willow Parkway.**

**Building Owner: Dwight Jordan**

Attached please find an application and photo by Dwight Jordan, owner, for a real estate sign on the east side of 4565 Willow Parkway facing Interstate 77. Pursuant to the Cuyahoga Heights Codified Ordinance Chapter 1482, Article 1482.10, “signs for buildings abutting Interstate 77” must be approved by the Planning & Zoning Board.

The proposed temporary ground real estate sign contains three (3) lines of lettering. Our codified ordinance Chapter 1482, Section 1482.10(b) requires only one (1) line of lettering.

The proposed ground real estate sign will be the second (2<sup>nd</sup>) real estate sign on the premises. Our Codified Ordinance 1482.021(b)(5) permits only one real estate sign per property. The proposed sign is temporary; our codified ordinance Chapter 1482, Section 1482.10(c) prohibits temporary signs.

Mr. Jordan explained that he needs to put a sign facing Interstate 77 with two more lines of lettering in order to help market the building because the current renters might be leaving in May of 2018.

Mayor Bacci asked if the board could help Mr. Jordan on this temporary sign, then we are doing what is in the best interest for a building or property owner in getting that property on the market. Knowing that the property will soon become vacant, we can appreciate giving you a leg up on marketing the property.

Mr. Jordan said that would be fine, and asked the board to approve the temporary sign.

**Variance Requested:**

1. Variance approval is needed for a sign facing Interstate 77 at 4565 Willow Parkway.
2. Variance approval for two (2) additional lines of lettering.
3. Variance approval for temporary sign.

4. Variance for second ground real estate sign on same property.

**Approval Requested:**

Variance approval for a sign facing Interstate 77 at 4565 Willow Parkway.

Mr. Bloam made the motion to approve the variance, seconded by Mr. Volek. All in favor, none opposed. Motion carried.

Variance approval for two additional lines of lettering.

Mr. Volek made the motion to approve the variance, seconded by Mr. Bloam. All in favor, none opposed. Motion carried.

Variance approval for a temporary sign at 4565 Willow Parkway.

Mr. Bloam made the motion to approve the variance, seconded by Mr. Volek. All in favor, none opposed. Motion carried.

Variance approval for a second ground real estate sign on same property.

Mr. Volek made the motion to approve the variance, seconded by Mr. Bloam. All in favor, none opposed. Motion carried.

**Other Business:**

None at this time.

**Motion for adjournment**

Ms. Mitchell made a motion to adjourn, seconded by Mr. Sokolich. All in favor, none opposed. Motion carried. Meeting ended at 6:35pm.