

PLANNING, ZONING & BUILDING COMMISSION

CITY HALL

November 13, 23

The City of Cortland Planning, Zoning & Building Commission met on Monday, November 13, 2023 at 7:00 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 Fatobene, Brian Hodor and Frank Daugherty. Also present were Law Director Patrick Wilson, Mayor Petrosky Service Director Kim Blasco and the following individuals:

Mike Mayernik 481 Champion Ave. E Warren,OH 44483

Roll Call: Brian Hodor, here; Sally Lane, here; Curt Moll, here; Frank Daugherty, here; and Don Fatobene, here.

Curt Moll: The first item on the agenda is **Approval of Commission Minutes for October 9, 2023 regular meeting.** Can I have a motion.

A motion was made by **Don Fatobene** and seconded by **Frank Daugherty.**

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

Curt Moll: The first item of new business is **45-23 – Set Public Hearing** – The purpose of the hearing is to consider a variance request to allow 2 signs on a wall at 650 S High St. **Hearing to be set for December 11, 2023 at 6:40 p.m.** Can I have a motion please.

A motion for **45-23** was made by **Don Fatobene** and seconded by **Frank Daugherty.**

Frank Daugherty: Just a notation; the sign is already up.

Mayor Petrosky: It appears that there was a frame and they put it over the frame.

Kim Blasco: Yes, they are going to have to take it down. They'll have to remove the sign behind it. The sign went up and then I contacted them. I told them to go through this process; if it doesn't get approved, it's going to have to come down. They didn't hesitate to file the paperwork.

Patrick Wilson: They have been through this process before. They knew what it was before they put those signs up. We have dealt with them before.

Curt Moll: Thanks for catching that. I need a roll call.

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

Curt Moll: The second item is **46-23 - Set Public Hearing** – The purpose of the hearing is to consider a variance request to allow an electronic message center sign on Lakeview High School property. **Hearing to be set for December 11, 2023 at 6:50 p.m.** Can I have a motion for that please.

A motion for **46-23** was made by **Don Fatobene** and seconded by **Frank Daugherty.**

Kim Blasco: This is going where Hillman dead ends...it's going to be on school property. At the end of Hillman, on the left, there is a house, a vacant lot next to the house and then school property. It will be there in that grass area.

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Frank Daugherty: Is there already a sign there and this is just replacing the insert? Or is this new?

Kim Blasco: This is new, there is no sign there currently. It's actually going to be replacing the sign that's at the end of the street, that one will be coming down. They would then have needed a variance because that would have been a second sign for that lot because the church has a sign.

Curt Moll: It's an off-premises sign as well.

Patrick Wilson: The applicant is gifting it to the high school. The applicant should be the high school. As long as they have a representative at the hearing, I don't think that this board would have a problem with it. Someone should alert the high school.

Mike Mayernik: So, you guys are going to need someone from the high school at that meeting?

Mayor Petrosky: Yes.

Patrick Wilson: Yes, that's what we are thinking.

Mike Mayernik: Okay, I am doing that sign. A private donor is buying the sign, he's the one that made the application.

Curt Moll: The issue there is just the acknowledgment of the property owner that it's okay to put a sign on it. We'd like to see that in person.

Mike Mayernik: I think that it's going to be a single-sided digital, but a double-sided sign. So, it will have 2 sides but they felt that they only needed one side to be digital.

Curt Moll: During our variance approval process, we like to impose a set of guidelines, rules for signs.

Mike Mayernik: We will train them on whatever you guys want.

Kim Blasco: We shared that list with them.

Mayor Petrosky: Great.

Curt Moll: Good.

Kim Blasco: They may request other options. They may come and ask for a picture or something because it is non-distracting because of where it is located. They may bring that to the board.

Curt Moll: And we would consider that. A roll call please.

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

Curt Moll: The next item is **47-23 – New Sign** – Wall sign – 42"x 300", 87.5 sq.ft., internal LED lighting; 194 W Main. I need a motion for this sign approval.

A motion for **47-23** was made by **Don Fatobene** and seconded by **Frank Daugherty**.

Curt Moll: This is Mike Makes Signs, would you like to tell us what you are going to do there?

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Mike Mayernik: Yes, you have the pictures. It's going to be an electric sign, push through letters, that property takes up the whole block. We went that big because there were so many holes in the siding from Farmers Bank and they wanted a big sign. Also, they are going to ask if they can put up a sign on one of the brick pillars letting people know that accessible parking is around the back.

Curt Moll: Directional signs do not need our approval. As long as it's not... billboard.

Mike Mayernik: They requested a price on new faces of the pole sign in the back.

Mayor Petrosky: In the parking lot?

Mike Mayernik: Yes. They are only going to have their name and logo on that.

Mayor Petrosky: Good, I'm glad. The bank turned their sign inside out.

Mike Mayernik: Will I have to reapply for the new faces for that sign?

Kim Blasco: You will, yes. We went through the variance process with Farmers. Do you want that repeated with the Health Department? There are two signs, so it exceeds the number of signs allowed and I believe that height exceeds our limit as well.

Patrick Wilson: With the change of ownership, I think that you should.

Curt Moll: Yes, you should.

Kim Blasco: Okay, you would have to go through the variance process for that pole sign.

Mike Mayernik: Let's do a timeline here. We couldn't get in on the December variance meeting, could we?

Kim Blasco: If it's thirty days, could you get it in within the next day or two?

Patrick Wilson: It's less than 30 days.

Mike Mayernik: Well, they haven't approved it yet.

Kim Blasco: It would be January, plan on January.

Mike Mayernik: It's not a big deal.

Frank Daugherty: I have a question just for knowledge for me. What if some organization goes into that building, are they allowed to add signage to that building?

Curt Moll: Not without permits. Oh, if another company goes in; they would need a variance to add a sign.

Frank Daugherty: Because that building is so big.

Mayor Petrosky: We are trying to get the 911 Center in there. They don't have a sign at their current place do they?

Don Fatobene: Yes, I think they do, ground mounted.

Curt Moll: They have a ground mounted 9 – 1 – 1 in front of the building.

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Mike Mayernik: That pole mounted sign has two sections. A 4'x8' section and a small area below it that is 30"x72".

Curt Moll: Is there anything that can be done to the sign to bring it into our guidelines?

Mike Mayernik: What are your guidelines, how high?

Kim Blasco: I can send it to you. 16 feet I think is your maximum or 12.

Mike Mayernik: It's no problem to bring them down. I mean its work, but it's no problem.

Curt Moll: We can get you a copy of the sign ordinance.

Mike Mayernik: So, we need a variance for the faces. If we brought it down to 15 feet, then you guys would be happy.

Don Fatobene: We are 12 feet I believe.

Kim Blasco: I will send you the rules.

Mike Mayernik: If you have a 12' height maximum and there is already 6.5' of sign, and then we bring it down to 12 feet, that only gives you 5.5-foot head clearance. If someone is walking through there at night... I think that you'd be better off keeping it at 15' so that no one gets hurt.

Curt Moll: We have granted some because of that and line of sight for cars.

Mike Mayernik: Where it's located, it probably wouldn't get hit by a car, but it could.

Curt Moll: If someone is pulling out of the parking lot and it is too low, you can't see. Any more questions from the board? I would like to have a roll call.

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

Curt Moll: Is there anything else to come before the board this evening? If nothing else, a motion to adjourn and a roll call please.

A motion was made to adjourn by **Don Fatobene** and seconded by **Frank Daugherty**.

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

Meeting Adjourned: 7:14 pm

Chairman

Date

Secretary

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