

PLANNING AND ZONING COMMISSION  
MINUTES OF **TUESDAY, FEBRUARY 01, 2022**

Pursuant to notice duly given, the regular meeting of the Planning and Zoning Commission, also sitting as the Board of Zoning Appeals, was called and held on **Tuesday, February 01, 2022 at 5:00 PM** on the first floor of the Community House.

Members present: Nancy Sogg; Chair, Scott Broome, Jim Deacon, Sally Burke, Craig Steinbrink, and Jeannine Voinovich.

Members absent: Emily Hamilton.

Also present: Chris Courtney, Village Engineer  
Todd Hunt, Law Director.

1. The minutes of **Tuesday, December 07, 2021** regular meeting of the Planning and Zoning Commission were submitted for approval.

A motion was made to approve the minutes as *submitted*.

Motion by: S. Broome                      2<sup>nd</sup>: S. Burke

Roll Call:     Ayes: All others.  
                  Nays: None.  
                  Abstain: Steinbrink, Voinovich.

**Motion Approved**

2. A lot consolidation request for the **VAN PELT** property at **1339 Chagrin River Road** was heard. Notice has been provided to adjoining property owners. Mr. & Mrs. Eddie Van Pelt, Owners and Michael Caito, Architect were present.

Mr. Caito reviewed the lot consolidation request for the Commission. He stated the Van Pelt's are the new owners of the properties. They are requesting to consolidate the 2 existing vacant lots into 1 lot. The owners will be submitting new house plans and the larger lot allows for more flexibility on situating a structure and should eliminate the need for any setback variances.

Mr. Hunt stated the Commission is required by law to approve this type of request. He also stated it cleans up an awkward property configuration.

Mrs. Sogg indicated a structure had been previously on the property which allows for another structure to be built on the property.

After further discussion, a motion was made to *approve* the lot consolidation plan as requested.

Motion by: S. Broome                      2<sup>nd</sup>: C. Steinbrink

Roll Call:     Ayes: All.  
                  Nays: None.

**Motion Approved**

3.     Motion to adjourn the regular meeting of the Planning and Zoning Commission and convene a meeting of the **Board of Zoning Appeals**.

Motion by: C. Steinbrink                      2<sup>nd</sup>: S. Broome

Roll Call:     Ayes: All.  
                  Nays: None.

**Motion Approved**

4.     A lot size variance request for the **VAN PELT** property at **1339 Chagrin river Road** was heard. Notice has been given to adjoining property owners. Mr. & Mrs. Eddie Van Pelt, Owners and Michael Caito, Architect were present.

Mr. Caito reviewed the proposed lot size variance request for the Board. He indicated the combined lot that had previously been approved by the Planning Commission will only be 1.475 acres which requires a size variance because of it being under the 5 acre minimum standard.

Mr. Broome reviewed the *Variance Worksheet* for the Board.

After further discussion, a motion was made to *approve* a 3.525 acre lot size variance as requested.

Motion by: S. Broome                      2<sup>nd</sup>: C. Steinbrink

Roll Call:     Ayes: All.  
                  Nays: None.

**Motion Approved**

There being no further business the meeting was adjourned at **5:11 P.M.**

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Nancy Sogg, Chair

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David Biggert, Secretary