

PLANNING AND ZONING COMMISSION
MINUTES OF **TUESDAY, APRIL 07, 2026**

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, April 07, 2026.**

Members present: Craig Steinbrink; Chair, Chip AuWerter, Scott Broome, Jim Deacon, Kendra Howley, and Christine Riley.

Members absent: Jeannine Voinovich.

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

1. Roll call.
2. The minutes of **Tuesday, March 03, 2026** regular meeting of the Planning and Zoning Commission were submitted for approval.

Mrs. Howley reviewed spelling errors and corrections.

A motion to approve as revised was made.

Motion by: S. Broome 2nd: J. Deacon

Roll Call: Ayes: All others.
 Nays: None.
 Abstain: Riley.

Motion Approved

AuWerter Enters

3. Revised final lot split/consolidation request for the **MARRA** residence at **1450 County Line Road** was heard.
Alfonso Marra, Property Owner, Dr. William Lavigna, Joseph Gutoskey, Surveyor were present.

Mr. Steinbrink stated a memo from Chester Township was included in the members information packet regarding the Marra lot split and Lavigna lot consolidation. Questioned if the letter contains the information the Board requested from the previous meeting.

Mr. Gutoskey stated he has been in contact with Chester Township and they stated there should be no issue with consolidating the new lot to Dr. Lavigne's existing lot.

Mr. Courtney stated he has reached out to the Cuyahoga County office but has not received a call back. Does not anticipate the lot split and consolidation within a different County will be a problem assuming both communities approve the proposed split/consolidation.

Mr. Hunt stated this type of dual County consolidation has happened before. Each County will assign a different parcel number for tax purposes so the proper taxes can go to each County.

Mr. Steinbrink asked if once the consolidation with the Lavigna lot is complete, could a lot split request be done later, re-creating a small new lot in Gates Mills.

Mr. Biggert stated it could not. A lot split request would need to be submitted to Gates Mills, which most likely would not be approved.

Mr. Broome reviewed the lot split and lot consolidations for the Board.

Mrs. Howley confirmed, the existing Marra lot is being split into two smaller lots, one being consolidated with Mr. Marra's existing lot and the other being consolidated with Dr. Lavigna's existing lot which is located in a different town and County. She asked if a conditional approval could require the lot consolidations.

Mr. Courtney stated it could, the request is a lot split and consolidation which will be completed as part of the approval.

Mr. Broome asked Mr. Hunt what is needed in the way of motions in order to approve the request.

Mr. Courtney stated he felt it is a single action, approve as submitted. Do not need to look at it as two separate actions, it is a split and consolidation all at the same time.

Mr. Broome asked how many and what variances are needed to approve the request.

Mr. Hunt stated the granting of any variances is not needed. The request is for a lot split and consolidations.

After further discussion, a motion was made to approve the proposed lot split of parcel #842-34-011, with approximately 1.351 acres to be consolidated with exiting parcel #842-34-012 and approximately 1.131 to be consolidated with existing parcel #11-068500 currently located in Chester Township/Geauga County as submitted pending the necessary approvals by Chester Township and both Counties.

Motion by: S. Broome 2nd: C. AuWerter

Roll Call: Ayes: All.
 Nays: None.

Motion Approved

4. Detached garage side yard setback variance request for the **WILLIAMS** residence at **1990 Woodstock Road** was heard. Notice has been provided to adjoining property owners.
Howard Williams, Property Owner, attended via conference call.

Mr. Williams explained the proposed variance request for the Board. He stated his current property has a house with no garage. He would like to build a detached garage in the rear yard area but does not want to take up a large portion of the existing rear yard. That is why he thought a linear style garage, one car in front of the other in lieu of cars side by side, would work better. To achieve his goals, a 28.58' side yard setback variance is required.

Mr. Steinbrink asked if the neighboring property owners had been notified.

Mr. Biggert stated the neighbors had been notified by certified mail, all returned signed replies. The couple located behind the Williams property had stopped in to ask if the proposed new garage work would create any additional stormwater run-off onto their property. Mr. Courtney spoke to them and stated because their lot sits above the applicant's lot, no additional stormwater should run onto their property. Will meet with them on site to review.

Mr. AuWerter asked where the house to the south is in relationship to the Williams house.

Mr. Deacon in reviewing an aerial photograph, stated both houses are on the same front building line so the new garage would be to the north and west of the neighboring house.

Mr. AuWerter asked what type of screening is currently between the two properties.

Mr. Williams stated there is currently a picket fence approximately five feet tall along his property line.

Mr. Broome reviewed some of the questions on the Variance Worksheet. He stated even if the new garage was placed in the center of the rear yard, it might still need a variance because of the narrow lot width. A variance might be necessary to build anything.

Mr. Williams stated he might consider a double wide garage pushed further back.

Mr. Steinbrink suggested the setback variance is not significant issue in his mind. He questioned if the proposed new garage would be acceptable and approved by the Villages ABR. Does not feel the Board will agree with the linear design.

Mr. Broome asked if their role is to consider only the variance request or also take into consideration design.

Mrs. Riley stated she feels the variance is the only thing the Board should be considering.

Mr. Steinbrink stated he is concerned about the proposed garage being approved by the ABR. Feels a typical double-wide garage is what the ABR is going to want to see in lieu of the proposed linear design.

Mr. Broome stated it would help this Board if they knew what the ABR is going to want even if it means a larger variance. Suggested the garage should be presented to the ABR before ruling on any variance request.

After further discussion, a motion was made to continue the request until the May meeting.

Motion by: S. Broome 2nd: C. AuWerter

Roll Call: Ayes: All.
 Nays: None.

Motion Approved

5. Permission to perform bank stabilization and landscape work within a protected riparian setback area for the **ASH** residence at **7301 Wilson Mills Road** was heard. Notice has been provided to adjoining property owners. Kevin & Keri Ash, Property Owners, George Hess, Engineer were present.

Mrs. Ash reviewed the request. She stated the proposed work involves some streambank stabilization in the area where the existing gabion baskets are failing and the installation of some landscape plantings. Most of the work is within the

riparian setback area, without this work they will lose a significant amount of the bank and their existing brick patio.

Mr. Hess reviewed the engineered drawings for the Board showing the location and type of work to be performed.

Mrs. Ash showed photographs of the existing bank and failing gabion baskets. She stated most of the work is on the south side of the stream. The Metropark property is on the north side.

Mr. AuWerter asked what the role of the Board is regarding on this type of request.

Mr. Courtney stated to make sure the requirements under the Villages ordinance are met.

Mr. Hess stated all the work performed will be above the ordinary high-water mark. He also stated there will be a four-foot tall footer supporting the new wall.

Mr. Courtney stated his concern, being that the foundation work is below the bottom of the creek, and they may have a permitting situation that needs to be resolved.

Mr. Hess stated that if the work is outside or above the high-water mark, no additional permitting is needed.

Mr. Courtney stated that is true, however, the Village typically requires an environmental consultant to be involved who will develop a set of standards the work will conform to and state no additional permitting is required. At the end of the project the consultant will need to submit a final report stating the work was completed as required.

Mr. Hess asked if the project can be approved and the environmental information to follow later.

Mr. Biggert stated it could, would need to receive the report from the environmental consultant prior to the permit being issued.

Mr. Courtney reviewed the letter the Village received from the Cleveland Metropark. He stated the information in the letter should be part of any type conditional approval. He also provided a list of possible planting materials that is more consistent with other projects like this in the Village.

Mr. Deacon verified if any planting work is proposed for the Metropark side.

Mr. Courtney stated he fully supports the proposed work. The small site and narrow stream require a more vertical stabilization solution such as what is proposed which is slightly different than the usual restoration work where the bank is laid back at a forty-five-degree angle with plantings added.

The neighbors to the east committed they are in full support of the project.

After further discussion, a motion was made to grant permission to perform bank stabilization and landscape work within the existing riparian setback area as shown on the engineered drawing dated October 22, 2025, contingent on all the additional requirements as previously discussed are submitted prior to permit being issued.

Motion by: S. Broome 2nd: J. Deacon

Roll Call: Ayes: All.
 Nays: None.

Motion Approved

Refer to audio recording for additional detail.

There being no further business, the meeting was adjourned at **6:09 P.M.**

Craig Steinbrink, Chair

David Biggert, Secretary