

PLANNING, ZONING & BUILDING COMMISSION

CITY HALL

October 9

17

**The City of Cortland Planning, Zoning & Building Commission met on Monday, October 9, 2017 at 6:50 P. M. at the City Administration Building, 400 N. High Street, Cortland, Ohio. In attendance were the following board members: Chairman Curt Moll, Vice Chairman Sally Lane and Donald Fatobene. Also present were Mayor Jim Woofter, Service Director Don Wittman, and the following individuals:**

<b>Mark Brown</b>	<b>6779 N. Park</b>	<b>Bristolville</b>
<b>George Dragon</b>	<b>4330 N. Bend Rd</b>	<b>Ashtabula</b>
<b>John Maylish</b>	<b>683 Fairway Dr.</b>	<b>Jefferson</b>

**Curt Moll:** Good evening. It is 6:50 p.m., Monday, October 9, 2017. I'd like to call to order the Cortland Planning, Zoning & Building Commission for Public Hearing 37-17 – Variance Request – 681 S High St. The purpose of the hearing is to consider a variance request for 681 S High St. to allow a sign area of 100 sq. ft. which exceeds the 32 sq. ft. maximum and to allow a height of 21' which exceeds the 12' maximum. Who do we have to speak for that? Come up and state your name and address and tell us about your variance.

**George Dragon:** My name is George Dragon with Cicogna Electric & Sign Company, 4330 N Bend Rd. Ashtabula, Ohio. I am here with the owner, John Maylish. Basically what we are proposing is – about a year ago Mr. Blashinsky, one of the owners, asked our company to go out and service the existing sign. When we went out to service it, we got it lit and we found a lot of things wrong with the face. It had cracks in it and being a lexan face, being embossed, it is like putting heat to a spring – it loses its temper. So we told them they had cracks in the corners that probably wouldn't last. If it had a high wind it could crack and blow out. They said that in the next year, they wanted to replace the faces in the existing sign because they are trying to be more city friendly – they changed all their sites to whatever city they are in to “City” Auto Spa – Austintown Auto Spa, Cortland Auto Spa. They wanted to get away from all of the busyness of Rub-A-Dub Scrub and go to a more professional look. Lexan does yellow over time. They wanted to get away from a lot of white background because it will yellow over time and also it needed a pick-me-up. Financially they thought it could do a lot better than it was doing so they cleaned it up, fixed it up and they decided to reface the sign. After re-facing the sign they had some dilemma because there is not someone always there. They had the existing reader board. This existing reader board – it is hard to keep up and the messages don't always get changed when they are done and they have to honor it. It got yellowed, the track is decaying and breaking – we have been replacing the track in it so they wanted to change that. One of the biggest people they buy their wax from – Simoniz – said they would like to be a part of this and they would help and believe it or not in the wash industry seeing the name Simoniz on the sign will lure people in because it is a high wax and a good wax if you know anything about car washes. They wanted to make the sign more maintenance free. One of the other things down the road, they are taking about making the sign LED for 1. Electrical cost and 2. Less repairs – so that is down the road. But they wanted to do something like this – taking the readerboard face out of the sign and putting in the Simoniz. There again they don't have to do that, they could leave the readerboard but it will go unused because it is hard to change and manually changing it in the winter is more difficult which is why people are going to the LED boards so it is more cost effective and easier to change.

**Curt Moll:** Okay good. Any questions?

**Don Wittman:** Just a commentary. The LED signs are not allowed in the City of Cortland.

**George Dragon:** Okay, well that is a bigger cost anyway.

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**Don Wittman**: When you said update to LED, did you mean lighting?

**George Dragon**: Yes, inside the sign – getting rid of fluorescent bulbs, the T12 and going to LED strips.

**Don Wittman**: That was the way I took it and then you started talking about replacing the changeable copy.

**George Dragon**: I did say that, you are right.

**Don Wittman**: Okay. So to make sure – Electronic, variable message signs are not allowed.

**Mayor Woofter**: LED lighting is okay.

**George Dragon**: Inside the sign.

**Mayor Woofter**: Right.

**Curt Moll**: If you didn't do the bottom, there is no way to take that down?

**George Dragon**: It is built into the sign. When they built this sign, they built the pole cover and sign in it. Even if I take that middle sign off, I would have to either torch it out and then I would have the space so I would have to replace the pole cover which would be pretty elaborate.

**Curt Moll**: No question we would have rather you came in before you put the sign up.

**George Dragon**: I apologize for that. That was kind of my doing. I did Circle K before and I just changed over – since it didn't change ownership.

**Don Wittman**: The Circle K that was the BP?

**George Dragon**: No, the stand alone store. I did that years and years ago.

**Don Wittman**: That is kind of an exception we have made. It is not an alteration if you are just updating branding so if Dairy Queen or Circle K goes to a new logo – that is more of a maintenance item and not an alteration. Whereas when you are changing the name of a business regardless of ownership, that would be an alteration to the sign requiring it to come to this board and comply with the sign ordinances.

**Curt Moll**: Is there anyone else to speak for this variance?

**John Maylish**: I am John Maylish. I am part of the Auto Spa. We have facilities in Boardman, Cornersburg, 2 in Austintown, Cortland and Jefferson. The only thing, re-facing the sign, there was an oversight with the zoning and we all understand that. We have put about \$300,000.00 into the two auto bays. We are doing it for Cortland – and for ourselves – but to make it look better and better presentation, just one step ahead for Cortland. When you come into town, it is the first thing you see coming up 5. Hopefully, you guys will work with us. The sign does obviously look a lot better than our old one.

**Curt Moll**: I can't argue with that.

**John Maylish**: I appreciate it.

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**Curt Moll**: Is there anyone to speak against the variance? Hearing nothing and no questions from the board I need a motion to close the hearing.

**Donald Fatobene** made a motion to close the public hearing, seconded by **Sally Lane**.

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The City of Cortland Planning, Zoning & Building Commission met on Monday, October 9, 2017 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, Vice Chairman Sally Lane and Donald Fatobene. Also present were Mayor Jim Woofter, Service Director Don Wittman and the following individuals:

Mark Brown	6779 N. Park	Bristolville
George Dragon	4330 N. Bend Rd	Ashtabula
John Maylish	683 Fairway Dr.	Jefferson
Leigh Whetzel	265 St. Andrews	Cortland
Bernard Caro	245 St. Andrews	Cortland
Steve Cocca	7144 Market St.	Boardman

**Curt Moll:** Good evening. It is 7:00 p.m., Monday, October 9, 2017. I'd like to call to order the regular meeting of the City of Cortland Planning, Zoning & Building Commission. Could I have a roll call please?

**Roll Call:** Jim Bradley, absent; Sally Lane, here; Curt Moll, here; Don Bell, absent; Donald Fatobene, here.

**Curt Moll:** First item of business is the approval of commission minutes for September 11, 2017 regular meeting. Members present were Curt Moll, Sally Lane, Don Bell, Donald Fatobene and Jim Bradley. Could I have a motion?

**Donald Fatobene made a motion to approve September 11, 2017 meeting minutes, seconded by Sally Lane.**

**Curt Moll:** Any discussion or corrections to the minutes? Can I have a roll call please?

**Roll Call:** Donald Fatobene, yes; Sally Lane, yes; Jim Bradley, absent; Curt Moll, yes; Don Bell, absent. **MOTION APPROVED.**

**Curt Moll:** Seeing no old business, we will go right to new business. **38-17 – Variance Request – 681 S High St.** – The request is to allow a sign area of 70 sq. ft. which exceeds the 32 sq. ft. maximum and a height of 19' which exceeds the 12' maximum. Can I have a motion, please?

**Sally Lane made a motion to approve 38-17, seconded by Donald Fatobene.**

**Curt Moll:** Do you want to tell us again just briefly what you want to do here so we have it for our record?

**George Dragon:** George Dragon with Cicogna Signs, 4330 N Bend Rd., Ashtabula, OH. There again, it is not an ownership change. The existing owners want to change their sign to more of a franchise look like with their surrounding other auto spas, like in Cornersburg, Austintown and Boardman and want to keep the name consistent with the "City" and Auto Spa so in this case wanted to change from Rub-a-Dub Scrub to Cortland Auto Spa. We also have a safety issue – the faces are pretty old and brittle and need to be replaced anyway.

**Curt Moll:** Thank you. Any questions or further discussion? Can we have a roll call, please?

**Roll Call:** Sally Lane, yes; Jim Bradley, absent; Donald Fatobene, yes; Curt Moll, yes; Don Bell, absent. **MOTION PASSED.**

**Curt Moll:** Next item of business is **39-17 Variance Request – 681 S High St.** – The request is to allow a sign area of 30 sq. ft. and a height of 13' which exceeds the 12' maximum. Could I have a motion for this please?

**Donald Fatobene made a motion for approval of 39-17, seconded by Sally Lane**

**Curt Moll:** Again, can you come up and explain this very briefly? And I would ask you to explain why that sign can't be removed or changed.

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**George Dragon**: Basically, the sign was built many moons ago and when they built a sign like that they built it altogether. It goes in succession, the pole goes in, then the pole cover goes on and then the readerboard and then the top sign goes in and it is all welded together so to pull anything off you would either have to replace the pole cover or put a lot of money into making it look presentable.

**Curt Moll**: Okay, any questions? Can we have a roll call please?

**Roll Call**: **Curt Moll, yes; Don Bell, absent; Sally Lane, yes; Donald Fatobene, yes; Jim Bradley, absent. MOTION PASSED.**

**Curt Moll**: Now we get to go on to the actual sign. **40-17 Pole Mounted Sign – 681 S High St. – 100 sq. ft. (70 + 30) – 21 ft. in height, Internally lit. I need a motion for that please.**

**Donald Fatobene made a motion for approval of 40-17, seconded by Sally Lane.**

**Curt Moll**: Do we need him to explain it again?

**Don Wittman**: We kind of broke these out so that we could address each of the issues. So the area and the height, so at this point I guess if we wanted it to be Lakeview blue to be more community friendly this would be the time to ask. But since it is red and already up there, if there is any questioning about the lettering or the appearance of the sign itself this would be the time to discuss that.

**Curt Moll**: Do you have any questions about the sign? I would like to reiterate that it would have been nice to get it within our sign regulation but at this point because it is an existing sign and I think you are making a move to make it a better looking sign that is positive and probably a good move at this point. Can we have a roll call?

**Roll Call**: **Curt Moll, yes; Donald Fatobene, yes; Sally Lane, yes; Don Bell, absent; Jim Bradley, absent. MOTION PASSED.**

**Curt Moll**: Okay. Next item on the agenda is **41-17 Wall Mounted Sign – 166 S High St. - The Vault Color Bar – 11' x 15" – Internally lit Can I have a motion, please?**

**Sally Lane made a motion for approval of 41-17, seconded by Donald Fatobene.**

**Curt Moll**: Can you come up and explain this one?

**Mark Brown**: Mark Brown, 6779 N Park Ave. Bristolville. We would like to get a permit for this sign. It is a brand new sign – aluminum and lexan with LED lighting inside and is going to be fastened to the fascia.

**Curt Moll**: It is an aluminum frame with a lexan face?

**Mark Brown**: Yes.

**Curt Moll**: This is okay with our regulations, Don?

**Don Wittman**: Yes.

**Curt Moll**: Okay, good. Any questions? It looks like a nice sign. Roll call, please.

**Roll Call**: **Jim Bradley, absent; Sally Lane, yes; Don Bell, absent; Donald Fatobene, yes; Curt Moll, yes. MOTION PASSED.**

**Curt Moll**: The next item of business is **42-17– Replat - A Replat of Lots 90 thru 92, Walnut Run Estates Phase No. 3 Plat Volume 48, Page 15 forming Lots 90A and 92A. Could I have a motion please?**

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**Sally Lane made a motion for approval of 42-17, seconded by Donald Fatobene.**

**Curt Moll**: Who do we have to explain what we are doing?

**Bernard Caro and Leigh Whetzel**: Bernard Caro, 245 St. Andrews, and Leigh Whetzel, 265 St. Andrews.

**Bernard Caro**: Leigh and I are neighbors and that is the lot between us. We are buying it and splitting it and adding it to our current properties.

**Curt Moll**: This is the same thing we did last meeting.

**Don Wittman**: Again, there was a promise there was more to come.

**Mayor Woofter**: You are buying this from the Land Bank?

**Bernard Caro**: Yes.

**Curt Moll**: Any questions for them? Same thing we did before. Can we have a roll call please?

**Roll Call**: Jim Bradley, absent; Sally Lane, yes; Curt Moll, yes; Don Bell, absent; Donald Fatobene, yes. **MOTION PASSED.**

**Curt Moll**: And this has to go to Council.

**Don Wittman**: Yes.

**Curt Moll**: Item 43-17 New Business – 111 Market St. – Cocca's Pizza. Can I have a motion, please?

**Sally Lane made a motion for approval of 43-17, seconded by Donald Fatobene.**

**Curt Moll**: Do you want to tell us about your business?

**Steve Cocca**: Yes, Steve Cocca from Cocca's Pizza, 7144 Market St., Boardman, OH 44512. We are going to be moving into the old Chicken Coop at 111 Market St. right down the road from here. We are proud to be here and be a part of your community. We are looking to get a permit for our sign. There is a pole sign out front that was existing, if you all remember, with a nice chicken on it. We are proposing to put a 6 x 5 sign there, 30 sq. ft., I believe that is in your regulation. It is going to be 7 feet from the ground and will top off at 12 foot which again is I believe within your regulation. It will be very nice. We are going to wrap the pole in a pole cover. It will be red in color which is our store trademark. It will have Cocca's Pizza with our guy and our logo and there will be a changeable text at the bottom where we can put our specials. That is something we like to do for daily specials and whatnot. Also, it will be illuminated by LED lighting inside the cabinet. Once again, as the gentleman mentioned earlier, it saves on repair, maintenance and electricity. That is the pole sign out front that we are going to do, provided you approve of it.

Then, the next thing we want to do, which I am hoping is on the paperwork for you, is we are going to attach on the building "Cocca's Pizza" in a letter text which is going to be 12 ½ foot wide and the letters are going to be 24 inches. Those are also going to be illuminated with LED lighting. They are 5" deep and are going to sit on the roof accordingly which we need to build some type of framework to make that fit properly. I do believe it will look great and I hope that it shows new business coming in and improves that building.

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**Curt Moll:** Could you also talk to us a little bit about the business and what you plan for the actual business itself?

**Steve Cocca:** Yes sir. Cocca's Pizza, founded by my parents in 1982. We serve pizza, rolls, salad, wings and we sell some desserts. And this location will have some pasta dishes on the menu as well. We are a carry-out and delivery business. This location is our Prototype A which means it is also going to have dine-in. We have petitioned for a liquor license there that was put on the ballot and approved. Our plan is to have a bar in there as well. We will seat under 40 people there. Providing everything is okay on an outdoor patio, we will be putting an outdoor patio for the better times of the year to seat people out there. Our hours of operation aren't very late. We don't turn anyone down as far as coming into the dining room, but the dining room isn't going to be open real late. It is not going to be a hangout at a bar. That is nothing I want. It is a family oriented place of business which is what all of our other stores are like. We do have one other location that serves alcohol at the time. It is our Boardman location. It is a wonderful environment, again family oriented. We are building another place that will have a liquor license, that is in Canfield. That building is a bigger project, it is from the ground up. Once again, a family environment. So we again are very excited to be a part of the community and very excited to get in here. Our plan is to employ at least 30 people – maybe 35 people. I am hoping I can get as many as possible from the Cortland area.

**Mayor Woofter:** How many will be full-time, Steve, just out of curiosity?

**Steve Cocca:** Full-time will be about half – 10 to 15 people which would consist of salaried employees. That will be more management level. We will have a Morning Manager, a Store Manager, and a Closing Manager. In this case, we are also going to have a Front of the House Manager. There's four managers right there that we are going to need. A little more about the business – again it is a family owned and operated business. My parents started in 1982. Today, we offer to our employees, we offer hospitalization and the most proud thing I can say is we offer 401K's also. For the way our business started out and the way we are moving on and growing, I am proud to say we do that for our employees. So again, I think it is going to be a wonderful place. It is 2,000 sq. ft. I am hoping to use every bit of it.

**Curt Moll:** It looks like it.

**Mayor Woofter:** Steve, where do you stand with the state and your liquor license?

**Steve Cocca:** Right now, with the zoning we are approved. I have to purchase a license right now, so that is basically where we are at. We are searching for the right one to buy. We have an attorney that is looking for us. A lot of action is going to be happening here in the next few weeks because the ballot is coming out and a lot of times people want to sell their license around that time from what my experience has been. So we haven't exactly purchased that license yet. The good thing for me is it could be a license that is good until 1:00 a.m. There's different licenses you can buy and that would suit me fine. I don't need a full 2:00 in the morning license.

**Curt Moll:** Are you going to do carry-out here?

**Steve Cocca:** Yes.

**Mayor Woofter:** Carry-out as far as liquor?

**Steve Cocca:** Not liquor. Beer and wine.

**Mayor Woofter:** I am sorry, I didn't mean liquor. We are defining that differently. Beer and wine you are going to have carry out.

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**Don Wittman**: We are not in the French Quarter where you can walk out with your to go cup.

**Curt Moll**: So the bar will basically be beer and wine?

**Steve Cocca**: Beer, wine and spiritous drinks.

**Mayor Woofter**: Your outdoor dining area looks like it is going to be fenced in so that way you can serve spirits outside as well.

**Steve Cocca**: Yes. So once we get to the point of the license then the State will come out and they have a person that comes and approves the site. At that point it time, that person has to approve the patio as well. It will say it right on your license. I went down and spoke to the Fire Department, spoke to the Chief there – his concern was making sure that there was a gate on there, which we do have that on our drawing. That was a big part of the fenced in area. That will be on there. I truly think that taking advantage of that space is going to be great. It won't go past the sidewalk. As a matter of fact, I wanted to go up the sidewalk – we are not going to disrupt any of that traffic – people walking. I have noticed a lot of folks walk up and down that street which I enjoy to see. We won't disrupt that at all. It will also give me an opportunity to leave those double doors on the front of the building and actually use them. I didn't want to take that down and start changing the front look of that building.

**Mayor Woofter**: What color are you going to paint the roof?

**Steve Cocca**: That was the last thing I wanted to ask. I don't know if I need approval on that or not but I would like to paint it red to match our sign. I think it will go well with the other colors on the building. Originally, Mayor, I was thinking about keeping it the same color and then I started thinking I should paint it.

**Mayor Woofter**: I was hoping you were going to paint it, I am not sure about the red.

**Curt Moll**: There is no regulation on that, as far as zoning goes.

**Steve Cocca**: Do you have a suggestion on the color?

**Mayor Woofter**: No.

**Don Fatobene**: When do you anticipate opening?

**Steve Cocca**: Hopefully, as soon as possible. I am thinking in November at this point. We have a few of the bigger pieces of equipment that we still need to get in and that is going to take a little time for them to install. So we are that stage of it. We have put all of the drains in and had that inspected so now we are ready to cover the floor up and start putting in our walls. As soon as the walls are framed, the rough-ins will go in as far as electrical and plumbing and what not.

**Mayor Woofter**: Well it looks better already. I appreciate the fact that the weeds are gone.

**Steve Cocca**: Thank you. We sprayed them and were able to weed whack them and clean it up. It came out nice.

**Don Wittman**: Mr. Chairman, just for commentary as far as when we are looking to approve this business. We are using an existing building so basically all of the modifications are going on inside that building. The only thing I think the board has



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before them to consider is my determination that the cooler on the back side of the building is not affixed to it. It is not a fixture or not an accessory use so that cooler does not have to comply with any of the setback requirements. As far as the patio, Steve and I met early on in the process, and he actually had it wrapping around to the north of the building and we kind of said let's move it to the front of the building cause that is going to maximize the best use of that space since you can't park there. You can't park a vehicle there without parking on the sidewalk and he was very receptive to that idea. I only gave you a portion of the site plan, but the construction drawings show that not only – it is not going to be just flat on that existing ground. If you walk past there, there is already a 6" sidewalk or so around the building. That whole patio is going to have poured concrete to meet that existing grade. There will be a 6" differentiation between ground level on the sidewalk and the patio with the fence. So that will provide some additional protection as far as not having a car come through there. It is not a high speed area anyway. That is the matter before us. The parking plan attached is utilizing the existing parking and the outside number of tables is shown more as a schematic but looking at that as a maximum there would be 81 seats with a parking space per 3 seats so 27 spaces required. Maximum would be 12 employees per shift so that is another 6 spaces, so 33 spaces required in all. Using the existing parking plan, 36 spaces are available.

**Curt Moll**: Well the tables are a little small in the drawing.

**Don Wittman**: So that is a worst case scenario – you build too big of a parking space or too big of a dining space then it feels empty and people tend to not go there.

**Curt Moll**: Very good. Anything further to add or any questions? Can I have a roll call?  
**Roll Call**: Donald Fatobene, yes; Sally Lane, yes; Jim Bradley, absent; Curt Moll, yes; Don Bell, absent. **MOTION PASSED.**

**Curt Moll**: Now we need a motion for **44-17 Pole Mounted Sign** – 111 Market St – 30 sq. ft. – 12 ft. in height – internally lit. Can I have a motion?

**Donald Fatobene** made a motion for approval of **44-17**, seconded by **Sally Lane**.

**Curt Moll**: I think we have had a good explanation of what that is going to be. Any further questions about the sign? Can we have a roll call?

**Roll Call**: Sally Lane, yes; Jim Bradley, absent; Donald Fatobene, yes; Curt Moll, yes; Don Bell, absent. **MOTION PASSED.**

**Curt Moll**: And item **45-17 Wall Mounted Sign** – 111 Market St – 24" channel letters. This is on the wall.

**Donald Fatobene** made a motion for approval of **45-17**, seconded by **Sally Lane**.

**Severall**: It is going to be on the roof.

**Don Wittman**: When you do get a plan on how those are going to be attached, if I could just see that.

**Steve Cocca**: I am curious too on how they are going to achieve that.

**Don Wittman**: Especially with the marquee sign and snow loads and what not, I just kind of want to look at it for safety.

**Curt Moll**: Any questions? Can we have a roll call?

**Roll Call**: Curt Moll, yes; Don Bell, absent; Sally Lane, yes; Donald Fatobene, yes; Jim Bradley, absent. **MOTION PASSED.**

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**Mayor Woofter:** Welcome to Cortland, Steve. Glad to have you.

**Steve Cocca:** Thanks for welcoming us. I appreciate that.

**Curt Moll:** Anything further? I would like to call for a motion to adjourn.

**Donald Fatobene made a motion to adjourn the meeting, seconded by Sally Lane.**

**Roll Call:** Curt Moll, yes; Donald Fatobene, yes; Sally Lane, yes; Don Bell, absent; Jim Bradley, absent. **MOTION APPROVED.**

**Meeting Adjourned: 7:23 pm.**

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Chairman

\_\_\_\_\_  
Date

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Secretary