

**MONTVILLE TOWNSHIP
BOARD OF ZONING APPEALS MEETING
DECEMBER 2, 2024**

PRESENT

Amanda Dillon, Chairperson
Pat Ryan
J.C. Stouffer

ALSO PRESENT

P. Jeffers, Planning and Zoning Director
B. Schwehm, Zoning Secretary
L. Nichols
J. Rehn

HANDOUTS: Draft – Board of Zoning Appeals 2025 Meeting Schedule

- AGENDA:**
1. Public Hearing: Variance #10-24-040 – Tabled 11-18-24/3626 Medina Road – Starbucks/Section 510.3 J., Wall Sign – 19.6 square feet on east elevation
 2. Approval of Minutes: September 16, 2024
 3. Motion to Approve 2025 Board of Zoning Appeals Meeting Schedule
 4. Zoning Updates

Board Chairperson Amanda Dillon called the Monday, December 2, 2024 meeting of the Montville Township Board of Zoning Appeals to order at 7:12 p.m.

ROLL CALL: Board Member Pat Ryan – Present; Board Member J.C. Stouffer – Present; Board Chairperson Amanda Dillon – Present.

Board Chairperson Dillon asked if the meeting had been properly advertised in the paper.

Planning and Zoning Director Paul Jeffers said the meeting had been properly advertised.

Board Chairperson Dillon asked if contiguous property owners had been notified.

Planning and Zoning Director Jeffers said contiguous property owners had been notified.

Board Chairperson Dillon said everyone in attendance should sign in if they had not already done so. Anyone who wished to speak would be sworn in before testifying. The meeting was taped for transcription purposes; therefore, it was important for everyone to state their name clearly before speaking. As a quasi-judicial body, the Board of Zoning Appeals based its decisions on evidence and not on opinions. The official documentation of the proceedings would be the typed transcripts. She asked for cell phones and electronic devices to be silenced or turned off during the proceedings.

Board Chairperson Dillon presented the items on the agenda.

None of the Board members planned to abstain from discussing or voting on any of the agenda items.

1. PUBLIC HEARING: VARIANCE – TABLED 11/18/24

Application No.: 10-24-040
Applicant: LAAD Sign and Lighting
3097 State Route 59
Ravenna, OH 44266
Owner: SVC ABS LLC/The RMR Group
255 Washington Street, Ste 270
Newton, MA 02458
Zoning District: Community Business District
Request: Section 510.3 J., Wall Sign
A variance to place a 19.6 square feet sign for Starbucks Coffee on the east elevation of Buehler’s Fresh Foods, which would be in addition to the existing 19.6 square feet sign along the building frontage on the north elevation of the building.

Board Chairperson Dillon opened the public hearing and read/referenced the following:

- Application #10-24-040, which included a copy of the Zoning Certificate for the permitted sign on the north elevation of the building; a letter from Jason Allen, Associate Director, The RMR Group LLC; and a detailed sign package (5 pages) for the proposed sign.
- A memo from Planning and Zoning Director Jeffers dated October 31, 2024 regarding the subject variance request.

Ms. Jordan Rehn, The RMR Group, was sworn in by Board Chairperson Dillon.

Planning and Zoning Director Jeffers was sworn in by Board Chairperson Dillon.

Ms. Linda Nichols, LAAD Sign and Lighting, was sworn in by Board Chairperson Dillon.

Board Chairperson Dillon asked if the applicant had any information to present in addition to what had already been read into the record.

Ms. Rehn was present on behalf of the property owner to acknowledge and approve of the request.

Ms. Nichols said the sign had been installed on the north elevation. The sign for the east side was in their possession. As soon as the variance was approved, they were ready to go.

Ms. Nichols had no recommendations or concerns about the power for the sign. A survey had been done. There would not be any problems with connections for the LED illumination.

Board Member Ryan asked if the sign would be dimmed or turned off after hours.

Ms. Nichols said the sign for Starbucks would be the same as the sign for Chase Bank. The proposed sign would be on its own circuit on the panel. She did not know if it would be controlled by a photo eye or a timer, but the sign would not be on all night.

Since only the representatives for the agenda item were present, Board Chairperson Dillon closed the public portion of the hearing.

Board Chairperson Dillon said the applicant had the right to ask the Board to table the variance request until it could be heard by a full, five-member Board. In order for the variance to be approved, the vote would have to be unanimous with only three Board members present.

Ms. Nichols wanted to proceed with a vote.

The Board reviewed the Duncan Factors.

MOTION: Board Member Stouffer moved to approve Variance Application #10-24-040 submitted by Tonya Jefferson with LAAD Sign and Lighting at 3097 State Route 59 in Ravenna, Ohio 44266 for the property at 3626 Medina Road in Medina, Ohio 44256 owned by SVC ABS LLC/The RMR Group at 255 Washington Street, Suite 270, in Newton, Massachusetts 02458.

Per Section 510.3 J., Wall Sign, a variance is approved to place a 19.6 square feet sign for Starbucks Coffee on the east elevation of Buehler’s Fresh Foods. The sign on the east elevation is in addition to the existing 19.6 square feet sign along the building frontage on the north elevation of the building. The property is located in the Community Business District.

SECOND: Board Member Ryan

ROLL CALL:

Board Member Stouffer: Approved

Board Member Ryan: Approved

Board Chairperson Dillon: Approved. The request was a de minimus variation from the code and supported the appropriate notification of businesses located at that site.

Motion Approved: 3 – Ayes; 0 – Nays; 0 – Abstentions.

2. APPROVAL OF MINUTES

September 16, 2024

MOTION: Board Member Ryan moved to approve the September 16, 2024 minutes as written.

SECOND: Board Member Stouffer

ROLL CALL: Board Member Ryan – Approved; Board Member Stouffer – Approved; Board Chairperson Dillon - Approved.

Motion Approved: 3 – Ayes; 0 – Nays; 0 – Abstentions.

3. MOTION TO APPROVE 2025 BOARD OF ZONING APPEALS MEETING SCHEDULE

MOTION: Board Member Ryan moved to approve the 2025 Board of Zoning Appeals meeting schedule.

SECOND: Board Member Stouffer

ROLL CALL: Board Member Stouffer – Approved; Board Member Ryan – Approved; Board Chairperson Dillon - Approved.

Motion Approved: 3 – Ayes; 0 – Nays; 0 – Abstentions.

4. ZONING UPDATES

Dunkin’ Donuts

Dunkin’ Donuts had opened and had changed its sign to read *Montville Runs on Dunkin’* as approved.

Taco Bell

Taco Bell was also open for business.

Southeast Corner of Sharon Copley Road and State Route 3

A wetland study had been done for the future Buehler’s project.

West Side of State Route 3 – Residential Property

The JEDD Board agreed to remove the properties from the JEDD (Joint Economic Development District) on the west side of State Route 3 (Crum, RTE and Kowal properties) that were rezoned from commercial to residential in 2018.

The proposed residential development would bring sewer to the south that would serve both residential and commercial development in that area.

Mixed-Use Overlay District – East Side of State Route 3

A variance request may be submitted for lot size to create a new commercial lot on the southeast corner of State Route 3 and Cobblestone Park Drive.

ADJOURNMENT:

MOTION: Board Member Ryan moved to adjourn the December 2, 2024 Board of Zoning Appeals meeting.

SECOND: Board Member Stouffer

A collective oral vote was taken.

Motion Approved: 3 – Ayes; 0 – Nays; 0 – Abstentions.

The December 2, 2024 meeting of the Montville Township Board of Zoning Appeals was adjourned at 7:36 p.m.

Respectfully submitted,

Bonnie Schwehm
Zoning Secretary

Signature _____
Chairperson

Date _____