



Tim Hauptert called the Planning Commission meeting to order at 5:30 PM.

Present: Jeff Adie, Mayor Cegelka, Tim Hauptert, Scott McColl, Neil DeCarlo

Absent: None

Others Present: Law Director, Mark Marong, Building Official, Braden Thomas, Engineer, Mike Henry

The agenda contains three public hearings. Mr. Hauptert explained the procedure for a public hearing. The public hearing is a time for people from the community to come forward and comment on agenda items only. The Commission will listen and utilize the comments in their decision making.

Mr. Hauptert asked Braden Thomas, Building Official to review the procedure for the conditional use permits before the Commission this evening.

Mr. Thomas stated that there are two conditional use permits on the agenda specific to conditional use for outdoor storage and materials per the Glenwillow codified ordinance. The ordinance states that conditional use permits for outdoor storage must be reviewed every two years and inspected every six months. The renewals are based on the results of the inspections. Moving forward, as applicants with conditional use permits come forward for renewals, a base line will be established and an administrative public hearing will be held for the renewals based on the inspections by the Building Department. The permit holder will not have to attend the meeting, but is always welcome to attend. A letter will be mailed for the renewals, any conditions will be outlined in the letter.

**Public hearing for Advance Roofing Systems, 7555 Bond Street, request for approval of a conditional use permit to allow outdoor storage of materials, equipment, and fleet vehicles.**

The public hearing opened at 5:32 pm.

There being no comment, the public hearing closed at 5:32 pm.

**Public hearing for Bob Cultrona Landscaping Co., 7650 Bond Street, request for approval of a conditional use permit to allow outdoor storage of materials, equipment, and fleet vehicles.**

The public hearing opened at 5:33 pm.

There being no comment, the public hearing closed at 5:34 pm.

**Public hearing for Bob Cultrona Landscaping Co., 7650 Bond Street, request for approval of a ninety foot (90') rear yard setback variance to accommodate the installation of a new accessory structure.**

The public hearing opened at 5:34 pm.

There being no comment, the public hearing closed at 5:35 pm.

Jeff Adie, seconded by Scott McColl, moved to approve the minutes of the January 18, 2023, Planning Commission meeting.

**Roll call on the motion: Yeas: Adie, Cegelka, Hauptert, McColl, DeCarlo**

**5 Yeas, 0 Nays**

**Motion carried.**

**Citizen comments on agenda items only.**

No comments

**Old Business**

- 1. Amazon Services LLC, 43500 Victory Parkway, request for site approval for 181 electric vehicle charge stations**

Building Official, Braden Thomas, reported that the item will remain tabled as he is working with the applicant on a full, appropriate submittal. This should be prepared for the March meeting.

**New Business**

**Advance Roofing Systems, 7555 Bond Street, request for approval of a conditional use permit to allow outdoor storage of materials, equipment, and fleet vehicles.**

Building Official, Braden Thomas, spoke with Jerry Seligman, applicant and owner, Advanced Roofing Systems and made



a site visit to the property. Photos were shown to the board. Mr. Thomas stated that one thing to consider is that the amount of materials currently on the property is not common, the company had ordered extra materials during Covid. All materials shown have been sold and should be gone by the end of the summer. The company will get back to a routine of purchasing materials as orders come in. Another item, Mr. Thomas pointed out is that there is a conversion van on the property that is not shown in the photos that needs to be removed. The parking lot is in good shape.

Mayor Cegelka requested that the building department look at the back of the property from the Village's trail upon inspections.

There was discussion on the green screen covering. There is concern that it will incur damage and the board wants to be sure it is maintained/repaired if this happens.

**Mayor Cegelka, seconded by Tim Hauptert, made a motion to approve the conditional use permit for outdoor storage for Advanced Roofing Systems, 7555 Bond Street with the following conditions:**

- 1. Property is inspected by the building department every 6 months.**
- 2. Conversion van on the property is removed.**
- 3. Fencing is maintained in good condition.**

**Roll call on the motion: Yeas: Adie, Cegelka, Hauptert, McColl, DeCarlo  
5 Yeas, 0 Nays  
Motion carried**

---

**Bob Cultrona Landscaping Co., 7650 Bond Street, request for approval of a conditional use permit to allow outdoor storage of materials, equipment, and fleet vehicles.**

Building Official, Braden Thomas, spoke with Thomas Cultrona, applicant and owner, Bob Cultrona Landscaping Co. regarding issues on the property. Mr. Cultrona agreed to address the issues. There is a large amount of stone on the south side. There are piles of brush that need to be removed. Grading needs to be done throughout the back of the property. Truck ruts in the parking lot need to be fixed. There was an issue with the fence that has already been repaired. Pictures from the site take, February 15, 2023, were shown to the Commission. There are fleet vehicles along the fence line that will be moved so they are screened from the road.

Tom Cultrona, 7650 Bond Street, addressed the Commission. Mr. Cultrona stated that his company installs pavers, lays cement, installs lighting and pools. He stated that the debris on the property is more than normally would be there and he is working to get it cleaned up.

Mr. Hauptert asked Mr. Cultrona if he has considered having a cement structure to enclose/store the mulch. Mr. Cultrona replied that he would like to have, but will take some time, hopes to have in the next 2 years.

Mr. Thomas stated that he will be working with Mr. Cultrona on solutions to clean up the property.

**Mayor Cegelka, seconded by Tim Hauptert, made a motion to approve the conditional use permit for outdoor storage for Bob Cultrona Landscaping, 7650 Bond Street with the following conditions:**

- 1. Property is inspected by the building department every 6 months.**
- 2. Rubble and brush are moved out.**
- 3. Grade back of property.**
- 4. Fix parking lot in the spring.**
- 5. Remove leftover masonry.**

**Roll call on the motion: Yeas: Adie, Cegelka, Hauptert, McColl, DeCarlo  
5 Yeas, 0 Nays  
Motion carried**

---

**Bob Cultrona Landscaping Co., 7650 Bond Street, request for approval of a ninety (90') rear yard set back variance to accommodate the installation of a new accessory structure.**

Braden Thomas, Building Official, read the application. Mr. Thomas Cultrona, Bob Cultrona Landscaping Co. request a rear yard set back variance of ninety feet to accommodate the installation of a new accessory structure. According to Glenwillow codified ordinance 1139.04 (2) C, a 130 foot setback is required in the Limited Industrial District and adjacent to Country Home District. The request seems substantial, but does align with other structures on Bond Street.

Mark Marong, Law Director, stated that the property to the west of Bond Street is zoned residential, but is owned by First Energy and there are transmission lines there, no homes.

Mike Henry, Village Engineer, stated that the existing building is forty feet (40') off the property line. This fits the

requirement for engineering.

Building Official, Braden Thomas, read an email from the property owner to the south of 7650 Bond Street. ATWF Inc, 7680 Bond Street, wrote that they have no problem with Mr. Cultrona's storage permit or the accessory building.

**Jeff Adie, seconded by Mayor Cegelka, moved to approve the ninety foot rear yard set back variance for 7650 Bond Street.**

**Roll call on the motion: Yeas: Adie, Cegelka, Hauptert, McColl, DeCarlo  
5 Yeas, 0 Nays  
Motion carried**

---

**Bob Cultrona Landscaping Co., 7650 Bond Street, requests site approval to construct a 30 x 60 accessory structure in the rear yard.**

Braden Thomas, Building Official, read the applicant's request. Mr. Thomas Cultrona, property owner, requests site approval to construct a second 30 x 60 accessory structure located in the rear yard of 7650 Bond Street. The property is zoned Limited Industrial District and the use is permitted by section 1139.09 of the Glenwillow codified ordinances with Planning Commission site plan approval.

Mr. Thomas explained to the Commission that there was a slab already poured at the site for the accessory structure, however, it cannot be used to support the structure. An engineered resolution from Craig Cohen, structural engineer, has been proposed where new footings will be placed to support the structure. The existing slab will be a wearing surface, not a structural element. The sealed, structural foundation drawings from Craig Cohen were included in the Commission's packets for the meeting.

Mr. Thomas Cultrona, 7650 Bond Street, addressed the Commission. He stated that he is putting up a second storage shed for snow plow equipment and other items that are currently stored outside. It was a mistake on his part to pour the concrete pad for the structure and it will not happen again.

Mike Henry, Village Engineer, stated that the structure needs to be forty feet (40') from the rear property line and the downspout connected so it discharges into the swail and not on the site.

**Tim Hauptert, seconded my Jeff Adie, moved to approve the site approval for 7650 Bond Street to construct a 30 x 60 accessory structure in the rear yard.**

**Roll call on the motion: 5 Yeas: Adie, Cegelka, Hauptert, McColl, DeCarlo  
0 Nays  
Motion carried**

### **Miscellaneous**

Mr. Thomas stated that there are two conditional use for outdoor storage renewals to come before the board for the March meeting and he is working with Amazon on an acceptable landscape plan for submittal for the March meeting.

### **Adjournment**

There being no further business to come before the Planning Commission, Jeff Adie, seconded by Neil DeCarlo, moved to adjourn the February 15, 2023, Planning Commission meeting. All in favor.  
The meeting was adjourned at 6:15 pm.