



# City of Hudson, Ohio

## Meeting Minutes - Final Planning Commission

*Ronald Stolle, Chair*  
*David Nystrom, Vice Chair*  
*Andrew Furbee*  
*Melissa Jones*  
*Sarah Norman*  
*Matt Romano*  
*Erik Vaughan*

*Greg Hannan, Community Development Director*  
*Nicholas Sugar, City Planner*  
*Marshal Pitchford, City Solicitor*

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Monday, February 13, 2023

7:30 PM

Town Hall  
27 East Main Street

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### **I. Call To Order**

Mr. Nystrom called to order the meeting of the Planning Commission of the City of Hudson at 7:30 p.m., in accordance with the Sunshine Laws of the State of Ohio, O.R.C. Section 121.22.

### **II. Roll Call**

**Present:** 6 - Ms. Jones, Ms. Norman, Mr. Nystrom, Mr. Vaughan, Mr. Furbee and Mr. Romano

**Absent:** 1 - Mr. Stolle

### **III. Swearing In**

Acting Chair Nystrom placed everyone under oath who would be giving testimony during the meeting.

### **IV. Election of Officers (Vice Chair, Design Subcommittee for Districts 6 and 8)**

**Mr. Nystrom was nominated for Vice-Chair of Planning Commission and approved by the following vote:**

**Aye:** 5 - Ms. Jones, Ms. Norman, Mr. Nystrom, Mr. Vaughan and Mr. Furbee

**Abstain:** 1 - Mr. Romano

**Ms. Jones was appointed Chair of the District 8 and 9 Design Subcommittee.**

Mr. Vaughn was appointed as alternate of the District 6 and 8 Design Subcommittee.

## V. Correspondence

Acting Chair Nystrom inquired if staff or Commissioners received and communications. Mr. Sugar noted one correspondence concerning the first case which is included in the report.

## VI. Public Discussion

Acting Chair Nystrom opened the meeting for Public Discussion regarding any item not on the agenda. Seeing no one wishing to speak, Public Discussion was closed.

## VII. Approval of Minutes

### A. [PC 12-12-22](#) Minutes of Previous Planning Commission Meeting: December 12, 2022

Attachments: [PC Meeting Minutes December 12, 2022](#)

A motion was made by Mr. Vaughan, seconded by Ms. Jones, that the December 12, 2022 Minutes be approved as edited. The motion carried by the following vote:

**Aye:** 5 - Ms. Jones, Ms. Norman, Mr. Nystrom, Mr. Vaughan and Mr. Furbee

**Abstain:** 1 - Mr. Romano

### B. [PC 1-9-23](#) Minutes of Previous Planning Commission Meeting: January 9, 2023

Attachments: [PC Meeting Minutes January 9, 2023](#)

A motion was made by Mr. Furbee, seconded by Ms. Norman, that the January 9, 2023 Minutes be approved as amended. The motion carried by the following vote:

**Aye:** 5 - Ms. Jones, Ms. Norman, Mr. Nystrom, Mr. Vaughan and Mr. Furbee

**Abstain:** 1 - Mr. Romano

## VIII. Old Business

### A. [PC 2022-928](#) A conditional use and site plan request for a parking lot expansion for Hudson Veterinary Hospital at 5939 Darrow Road. (2.13.23 Meeting)

Attachments: [Staff Report 2022-928 Hudson Veterinary Clinic](#)  
[Site Plans](#)  
[Assistant City Engineer Review](#)  
[Site Photos 2.7.23](#)  
[Public Comments Received](#)  
[Staff Report 10.10.22](#)  
[Meeting Minutes 10.10.22](#)

Mr. Sugar introduced the application by noting it was reviewed by the Commission on October 10, 2022, when a rear yard parking lot addition was proposed and the PC requested the applicant look for alternative locations. He

then displayed and described the redesigned site plan, explained the meaning of Conditional Use and reviewed the key finding of the staff analysis, including the rear yard landscaping and buffering, the landscaping around the storm water pond, the parking lot interior landscaping requirement, the staff report recommendations for a turning bump out in the parking lot, the lighting plan and the City Engineer's request for additional information regarding the storm water retention pond.

Dr. Kelly Willard, applicant, and Mr. Chris Schmidt, Design Consultant described the need for more parking for staff and clients because of business needs.

The Commissioners, applicant and staff discussed the limited hours lighting would be on, the storm water flow which will be tied into the newly installed catch basin along Darrow Road, that the applicant is in agreement with the City Engineer's recommendations, that hazardous materials are limited to oxygen. Staff noted the District 7 regulations analysis should be including in the Commissioner's analysis, a provision in the LDC that a parking lot may extend into a setback, that the City has installed sidewalks as part of the Darrow Road improvement project, the allowable light intensity at the property line, the District Development standard regarding front yard landscaping, the rear sidewalk leading to barn which will not used by clients and the lack of need for a sidewalk in that area. Staff and the Commission noted that the sidewalk may be removed since it is not along a pedestrian path from the parking lot to the facility,

The Commissioners, staff and applicants discussed parking, that early morning parking is the busiest with up to twelve staff members present and animal drop off, the parking stall size requirements which the applicant meets and may eliminate the need for the staff recommended bump out. Also discussed was the requirement that parking be screened from road view, the requirement for a five-foot buffer yard around parking, the two year warranty for plants, the possibility of the City Arborist evaluating the proposed landscaping plan and size of the retention pond.

Staff and the Commission noted the rear landscaping can be removed since the parking lot has been moved to the front of the property,

There were no Public Comments.

The Commissioners, applicant and staff discussed the City Arborist review of the landscaping plan.

**Ms. Norman made a motion, seconded by Mr. Vaughn, based on the evidence and representations to the Commission to approve the Conditional Use and Site Plan Request for a parking lot expansion in Case 22-928 according to plans received January 9, 2023 as the Planning Commission finds the application is in compliance with the general conditional use standards of Section 1206.02(b) and the Special Conditions and Standards 1206.02(c) (1),(4),(29),&(32) applicable to Veterinary Facilities and subject to the following conditions:**

- 1. Revise the landscaping plan to incorporate the following:**
  - a) Additional evergreens along the rear property line pursuant to Section 1207.04. Plans shall also note existing trees to remain.**
  - b) Additional plantings along the stormwater pond and front yard setback per Section 1207.04(k) – Landscaping for Front Yard/Front Setbacks and arterial street plantings.**
  - c) Interior Parking lot landscaping as depicted in Figure 2 of the report.**
  - d) Consult with the City Arborist in final plans.**
  - e) Remove the sidewalks at the eastern side of the parking lot as well as the eastern perimeter landscaping around the parking lot.**
- 2. Revise the parking layout to incorporate a bump out at the terminus of the drive aisle.**
- 3. Revise the lighting plan to depict a maximum illumination of .1 footcandles along the southern property line pursuant to Section 1207.14.**
- 4. The comments of Assistant City Engineer David Rapp must be addressed per the January 26, 2023 correspondence.**

**. The motion carried by the following vote:**

**Aye:** 5 - Ms. Jones, Ms. Norman, Mr. Nystrom, Mr. Vaughan and Mr. Furbee

**Abstain:** 1 - Mr. Romano

**IX. Public Hearings**

There were no Public Hearings.

**X. Other Business**

Mr. Sugar noted communication from Chair Stolle regarding the Comprehensive Plan Update Committee.

**XI. Admin Rules Discussion**

**A. [PC ADMIN 2021](#) Discussion of Application Procedures within the Administrative Rules**

**Attachments:** [Current Admin Rules](#)

The Commissioners and staff discussed late arriving comments or revisions submitted to staff and how to communicate these to the Commissioners. Following discussion staff suggested bringing recommendations to the Commissioners which will restrict material changes after the agenda is distributed. Mr. Hannan reviewed the application process noting that after Public Notice is announced the agenda is available. Discussion took place regarding requiring only completed applications be reviewed by staff and presented to the Commission.

Staff will add these topics as a future discussion item to potentially vote on formal changes.

**XII. Staff Update**

Staff noted there are two applications anticipated for the March meeting.

**XIII. Adjournment**

**A motion was made by Ms. Jones, seconded by Ms. Norman, that the meeting be adjourned.  
The motion carried by an unanimous vote.**

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**David Nystrom, Acting Chair**

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**Joe Campbell, Executive Assistant**

*Upon approval by the Planning Commission, this official written summary of the meeting minutes shall become a permanent record, and the official minutes shall also consist of a permanent audio and video recording, excluding executive sessions, in accordance with Codified Ordinances, Section 252.04, Minutes of Architectural and Historic Board of Review, Board of Zoning and Building Appeals, and Planning Commission.*

