



**CITY OF MEDINA**  
Community Development Department  
132 N. Elmwood Ave. Medina, OH 44256  
330-722-9023

## **MEMORANDUM**

**DATE:** October 5, 2023  
**TO:** Planning Commission  
**FROM:** Andrew Dutton, Community Development Director  
**SUBJECT:** Hotel Project Extension and Revision Requests

### **Initial Approval**

Application P22-19, James Gerspacher requesting Site Plan and Conditional Zoning Certificate approval for a hotel redevelopment at 253 and 257 South Court Street in a C-2 (Central Business) zoning district, was conditionally approved by the Planning Commission on November 11, 2022 with the following conditions:

1. The project shall comply with Planning and Zoning Code Sections 1135.06 regarding building footprint and minimum front setback, 1135.08(a) regarding the location of parking in the front yard, and 1135.13(b)(4) regarding dividing the building face into storefronts or a variance shall be approved by the Board of Zoning Appeals.
2. The existing four properties shall be combined into one property.
3. Use, improvements, or access to the public right-of-way or City Parking Lot #4 shall be authorized in a format determined by the City Law Director.
4. Additional information shall be submitted to the City Engineer including an update of the Parking Supply and Demand Analysis, the effects of increased parking demand on weekends, and the potential impacts of the drop-off lane on South Court Street. The submitted information shall be found to be acceptable by the City Engineer.

### **Revision Request**

Plans submitted for the Planning Commission's initial Site Plan review in 2022 maintained an existing vehicle access drive on the north side of the site. The full access drive was located near the center of the lot, connected to a shared parking area, and accessed South Elmwood Avenue. The access drive was discussed during the Site Plan review process and the approved plan limited the drive's access with a fire gate, which was only accessible by emergency vehicles.

The applicant has submitted a revised Site Plan application which includes a 12 ft. wide access drive on the north side of the site between the west property line and an existing barn. The one-way egress drive incorporates an access easement through a property to the northwest owned by Medina County. The access easement connects to a city alley right-of-way, which accesses South Elmwood Avenue. The revised plans maintain the aforementioned fire access gate near the center of the lot.

The revised Site Plan also includes minor modifications to the parking lot, removal of a landscaped area along the west side of the site, and terminates fencing along the north property line at the existing barn.

All items not included in the revision will remain unchanged from the initial Site Plan approval on November 11, 2022, including the conditions of approval.

### **Extension Request**

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Per Section 1109.02(f), construction must commence within one year of the Site Plan approval and be completed within two years of the Site Plan approval. In addition, per Section 1153.02(g), a Conditional Zoning Certificate shall become void at the expiration of one year after the date of issuance unless the conditionally permitted use has commenced.

At this time, construction has not commenced on the project, permits have not been issued, and the use has not been established.

The applicant has requested the extension of the Site Plan approval, as revised, for one additional year from the initial approval. If the extension request is approved, construction must commence by November 11, 2024 and be completed by November 11, 2025.

The applicant has requested the extension of the Conditional Zoning Certificate approval for two additional years from the initial approval. If the extension request is approved, the hotel use must commence by November 11, 2025.

As noted, with any approved extension, the original conditions of approval for P22-19 will remain in effect.

For reference, the mixed-use Liberty View project on West Liberty Street has received multiple extensions and a revision, which were approved by the Planning Commission.

Please let me know if you have any questions regarding the proposed revision and extensions.

## Andrew Dutton

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**From:** Nils Johnson <nils@cunninghamengineering.com>  
**Sent:** Wednesday, September 20, 2023 10:17 AM  
**To:** Andrew Dutton  
**Cc:** Jason Stevenson; Jim Gerspacher; Cindy Haltrich  
**Subject:** RE: Hotel Project  
**Attachments:** 22-137 SITE.pdf

Andrew,

On behalf of the owner/applicant, we would like to request the extensions as spelled out in your email below. Attached is an update site plan depicting the changes we discussed:

- 1) Stopping the fence at the southeast corner of the "King" barn.
- 2) Adding the egress drive connection at the northwest corner of the site...labeled as "exit" on the plan.
- 3) The landscaping is slightly adjusted along the west property line as depicted on our plan. The rest of the landscaping will follow the original plan prepared by Illes architects.

You indicated that a new application is not needed at this time. Please let me know if there is anything else you need from us.

Thank you,

Nils E. Johnson, P.E.

*President*

***Cunningham and Associates, Inc.***

***Civil Engineering and Surveying***

203 West Liberty Street

Medina, Ohio 44256

330-725-5980

[nils@cunninghamengineering.com](mailto:nils@cunninghamengineering.com)

## Andrew Dutton

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**From:** Andrew Dutton  
**Sent:** Friday, September 15, 2023 3:13 PM  
**To:** 'Nils Johnson'  
**Subject:** RE: Hotel Project  
**Attachments:** Board and Commission Approval Text 8-29-23.pdf; Hotel Landscaping Plan - PC.pdf; Approval Letters 11-9-22.pdf

Nils,

Regarding the Hotel approval extensions, I'd suggest the following, but you are able to request whatever you'd like:

- **H22-19 Certificate of Appropriateness (HBP)** – Extension of the approval for one additional year to receive all permits and commence construction (November 11, 2024). All conditions of approval will remain in full effect.
- **P22-19 Site Plan & Conditional Zoning Certificate (PC)** – Extension of Site Plan approval for one additional year to commence construction (November 11, 2024) and complete construction (November 11, 2025). Extension of Conditional Zoning Certificate approval for two additional years to commence the hotel use (November 11, 2025). All conditions of approval will remain in full effect.
- **Z22-24 Variance (BZA)** – Extension of the approval for one additional year to commence construction (November 11, 2024) and complete construction (November 11, 2025).

As we spoke about, we'll also need a revision to the Site Plan for the proposed access drive in the NW corner of the property. I've also attached the previously approved Landscape Plan for reference.

-Andrew

## Andrew Dutton

**Community Development Director**

City of Medina

adutton@medinaoh.org

330-722-9023





**CITY OF MEDINA**  
Community Development Department  
132 N. Elmwood Ave. Medina, OH 44256  
Phone: 330-722-9056 Fax: 330-764-4385

November 14, 2022

James Gerspacher  
870 Beechwood Dr  
Medina, OH 44256

Dear Mr. Gerspacher,

At the November 10, 2022 meeting of the Planning Commission, the Commission considered application P22-19: James Gerspacher requesting Site Plan and Conditional Zoning Certificate approval for a hotel redevelopment at 253 and 257 South Court Street in a C-2 (Central Business) zoning district. After discussion, a motion was made to approve the application as submitted with the following conditions:

1. The project shall comply with Planning and Zoning Code Sections 1135.06 regarding building footprint and minimum front setback, 1135.08(a) regarding the location of parking in the front yard, and 1135.13(b)(4) regarding dividing the building face into storefronts or a variance shall be approved by the Board of Zoning Appeals.
2. The existing four properties shall be combined into one property.
3. Use, improvements, or access to the public right-of-way or City Parking Lot #4 shall be authorized in a format determined by the City Law Director.
4. Additional information shall be submitted to the City Engineer including an update of the Parking Supply and Demand Analysis, the effects of increased parking demand on weekends, and the potential impacts of the drop-off lane on South Court Street. The submitted information shall be found to be acceptable by the City Engineer.

The motion received the necessary votes of the Commission and the **application was approved**.

This action of the Planning Commission does not constitute approval of a Zoning Certificate, Sign Permit, Variance, Building Permit, Engineering Permit, or other application required by the City of Medina Codified Ordinances. The approved project shall commence within one year of the Commission's decision and the project shall be complete within two years of the Commission's decision or the Site Plan shall become null and void.

Please feel free to contact me at (330) 722-9023 or [adutton@medinaoh.org](mailto:adutton@medinaoh.org) if you have any questions or need any further information.

Sincerely,

Andrew Dutton  
Community Development Director

## Andrew Dutton

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**From:** Patrick Patton  
**Sent:** Wednesday, October 11, 2023 5:28 PM  
**To:** Andrew Dutton  
**Subject:** FW: Site Plan Review  
**Attachments:** P22-19 Revision-Extension 10-12-23.pdf

Andrew-

My comments:

1. Please refer to the attached engineering checklist for site plan approval.
2. Per City of Medina Codified Ordinances Chapter 903.03 regarding Conformance for Private Streets, it appears as though the proposed access point at the northwest corner of the site is considered a Private Street. That being the case, the Code requires that it shall be constructed in accordance with all requirements, specifications and standards required for the construction of public streets within the City. If the existing pavement through the easement area does not meet the City standards, a new concrete pavement section meeting the City standards must be constructed.
3. If the Commission approves that access as submitted, I would recommend that as a condition of approval, the Commission require that City be a party to the easement between the Developer and the adjacent property owner so that we can assure that it remains in place in perpetuity.
4. Once constructed, the proposed drive area should be delineated with appropriate pavement markings and signage to direct traffic.
5. The existing building north of the proposed new access point will create a site distance concern for the driveway. Appropriate warning signage for both traffic exiting the site and traffic traveling off site through the area will be required.

Thanks,

Patrick Patton, PE  
City Engineer  
City of Medina, Ohio

Phone: (330) 721-4721  
Email: [ppatton@medinaoh.org](mailto:ppatton@medinaoh.org)  
Website: [www.medinaoh.org](http://www.medinaoh.org)

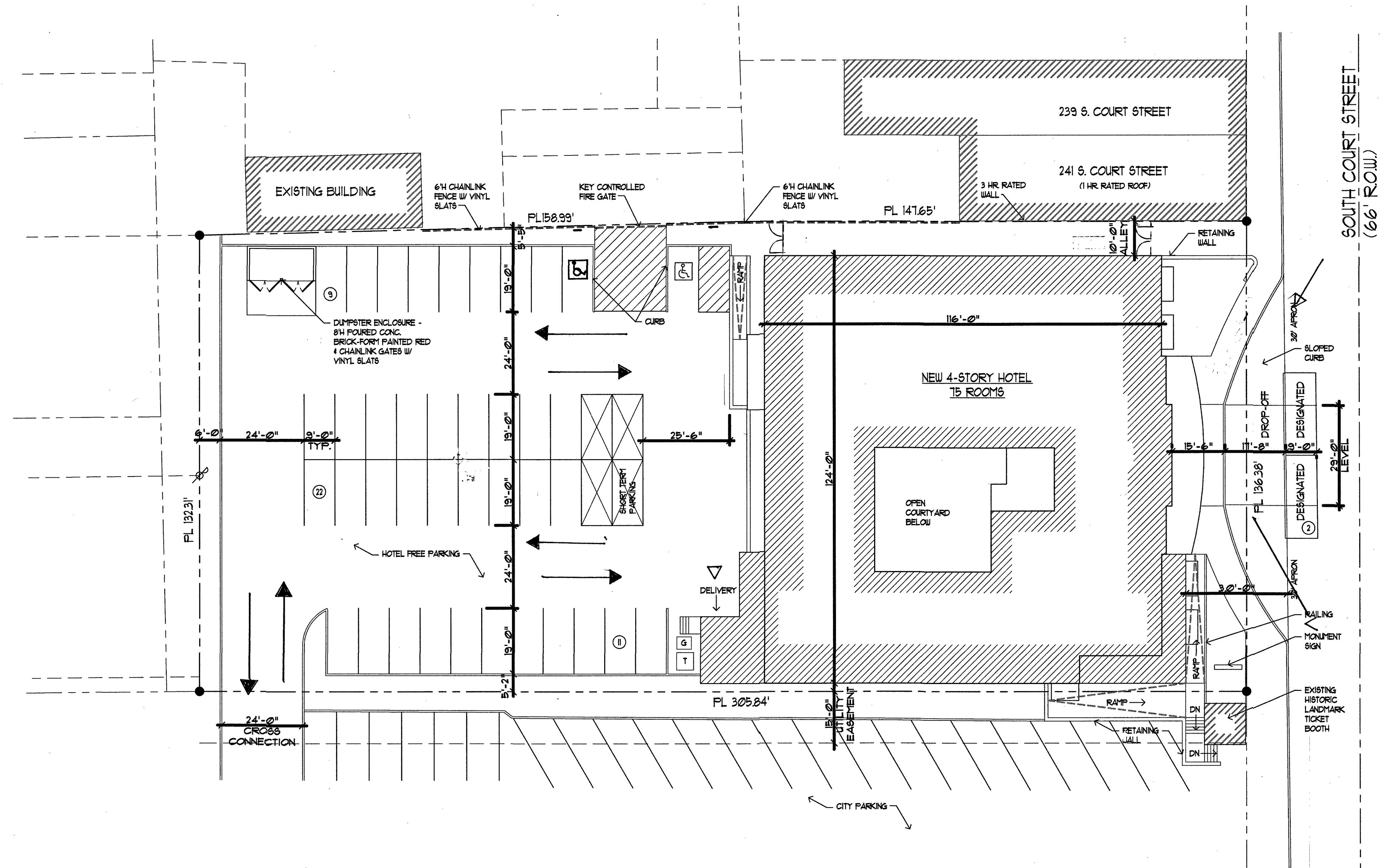
Medina City Hall / 132 N. Elmwood Avenue / Medina, Ohio 44256



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**From:** Sarah Tome <[stome@medinaoh.org](mailto:stome@medinaoh.org)>  
**Sent:** Friday, September 22, 2023 9:22 AM

# Conditionally Approved Site Plan 11-8-22



**SITE PLAN**  
SCALE = 1" = 20'  
NOTE:  
NOT A SURVEY. ALL DIMENSIONS TO BE VERIFIED IN-FIELD

# Conditionally Approved Landscaping Plan 11-8-22

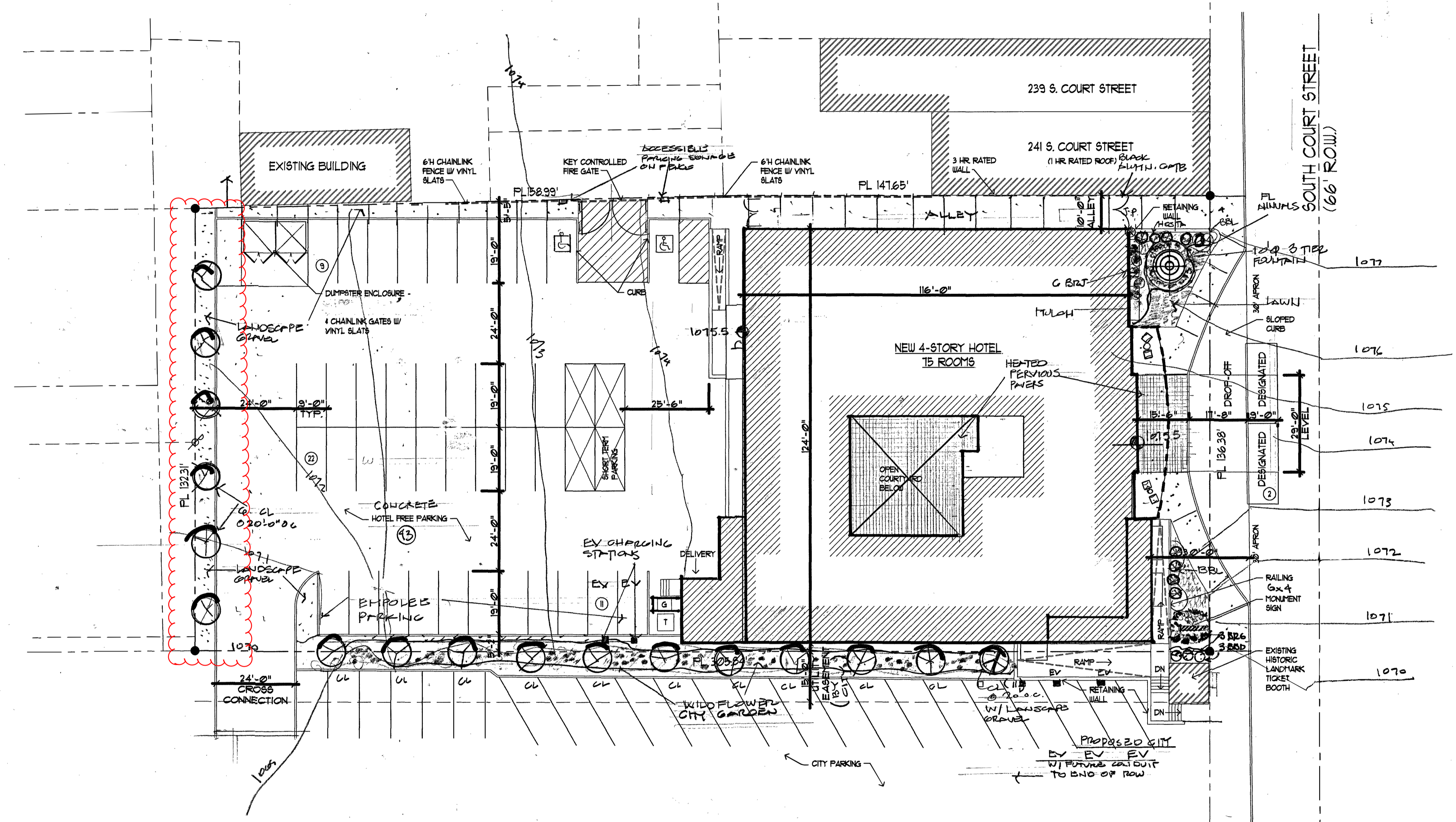
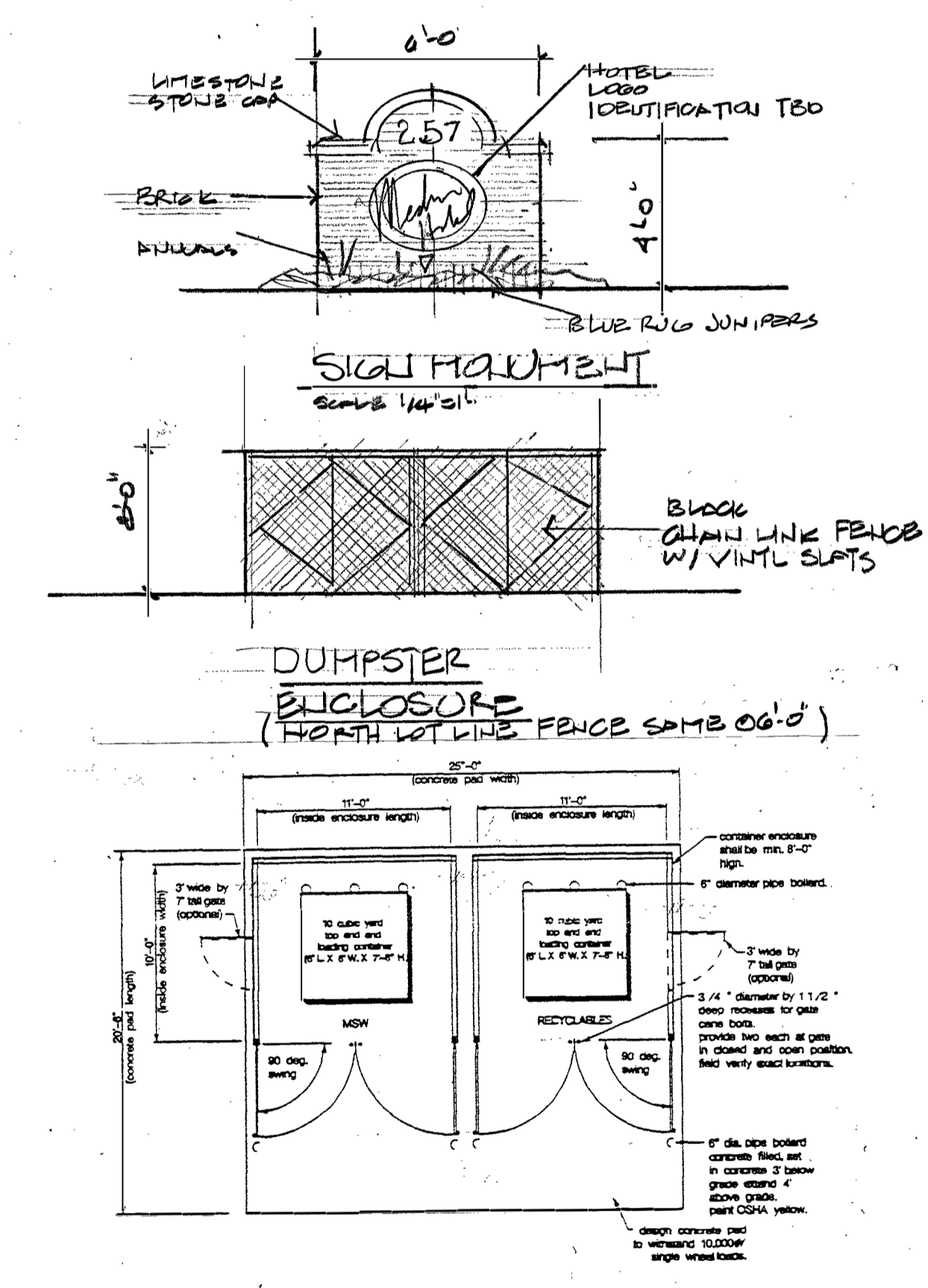
## PLANT MATERIAL LIST

KEY	QTY.	SIZE	COMMON NAME	SCIENTIFIC NAME	SPACING	REMARKS	
JP	SEE DUG.	5'	SEAGREEN JUNIFER	JUNIFERUS CHINENSIS	AS SHOWN	---	
BBD	SEE DUG.	24"	DUF. BURNING BUSH	EUONYMUS ACATA 'COMPACTA'	AS SHOWN	---	
BBL	SEE DUG.	32"	STD. BURNING BUSH	EUONYMUS ALATUS	AS SHOWN	---	
CL	SEE DUG.	6'-1"	CLEVELAND PEAR	PYRUS	AS SHOWN	2' CALF	
HL	SEE DUG.	6'-1"	SUNBURST HONEY LOCUST	GLEDITSIA SKYLINE	AS SHOWN	2' CALF	
SP	SEE DUG.	6'-1"	ALBERTA SPRUCE	GLAUCA CONICA	AS SHOWN	2' CALF	
NOTE A	HOSTA	SEE DUG.	8'-12"	HOSTA	FORTUNEI 'AUREO MARGINATA'	AS SHOWN	---
FL	SEE DUG.	12"	FLOWERING ANNUALS	DAY LILLY, RED IMPATIANTS, COREOPSIS, SWEET WILLIAM'S, ASTER, GERANIUM'S	AS SHOWN	---	
ORN GRASS	SEE DUG.	18"	ORNAMENTAL GRASS	ELYMUS ARENARIUS	AS SHOWN	---	
BB	SEE DUG.	6'-1"	VIOLA BLUE SPRUCE	P. GLAUCA 'VIOLA'	AS SHOWN	2' CALF	
NOTE A	PHLOX	SEE DUG.	6"	CREEPING PHLOX	PHLOX SUBULATA - WHITE AND PINK	AS SHOWN	---
BRJ	SEE DUG.	5'	BLUE RUG JUNIFER	WILTONII	AS SHOWN	---	

FLOWERING DOGWOOD OPTIONAL BASED ON AVAILABILITY

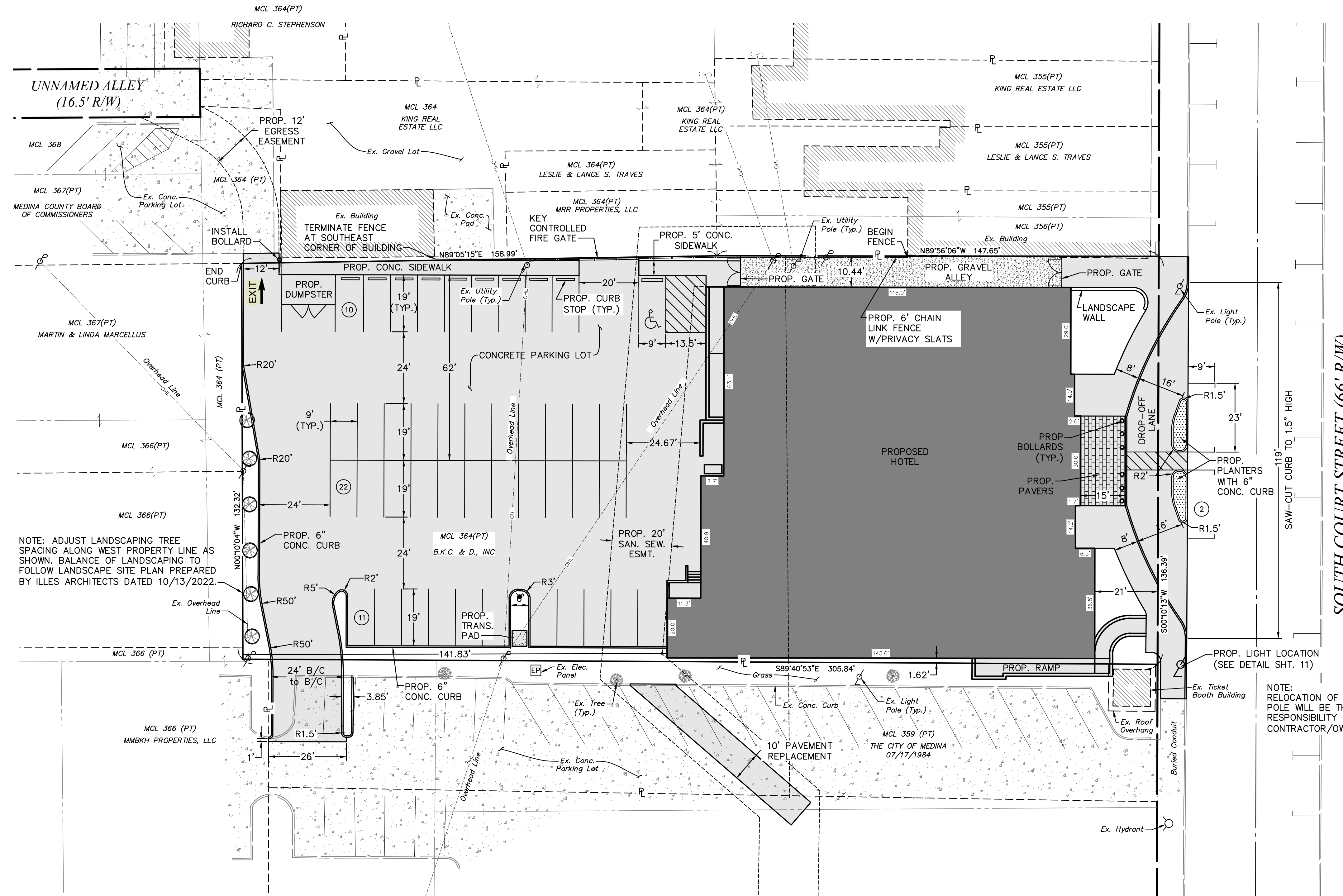
NOTE A PER PLANNING COMMISSION'S RECOMMENDATION - IF PHLOX OR HOSTA ARE NOT AVAILABLE AT TIME OF PLANTING OWNER CAN SUBSTITUTE DAY LILLY, RUDBECKIA, COREOPSIS, ASTER, CONE FLOWER, SEDUM OR GERANIUM

**SITE IRRIGATION**  
WILL COMPLY WITH CITY REQUIREMENT OF LANDSCAPE SITE IRRIGATION SYSTEM





# Revised Site Plan 9-20-23



### LEGEND

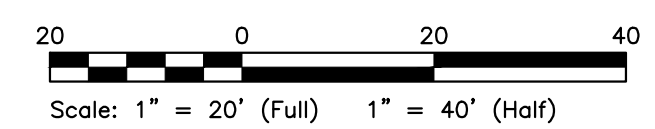
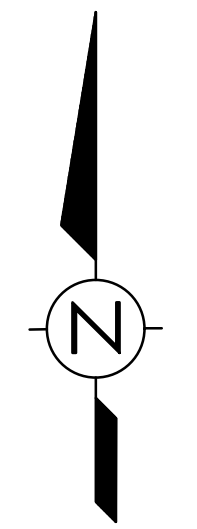
- EX. HYDRANT ASSEMBLY
- EX. LIGHT POLE
- EX. POWER POLE
- PROP. LIGHT POLE
- EX. OVERHEAD LINE
- EX. SIGN
- EX. TREE
- EX. CONCRETE PAVEMENT
- PROP. CONCRETE PAVEMENT

### NOTE:

FENCING TO BE INSTALLED ALONG THE PERIMETER OF THE SITE CONSTRUCTION TO SEPARATE THE PUBLIC FROM THE CONSTRUCTION ZONE, SEE SHEET 10.

NOTE: RELOCATION OF LIGHT POLE WILL BE THE RESPONSIBILITY OF THE CONTRACTOR/OWNER.

NOTE: ADJUST LANDSCAPING TREE SPACING ALONG WEST PROPERTY LINE AS SHOWN. BALANCE OF LANDSCAPING TO FOLLOW LANDSCAPE SITE PLAN PREPARED BY ILLES ARCHITECTS DATED 10/13/2022.



DATE	DESCRIPTION	BY
9/20/23	FENCE EXISTENCES (M)	

**257 SOUTH COURT STREET**  
 COUNTY OF MEDINA  
 LOCATED IN  
**CUNNINGHAM & ASSOCIATES, INC.**  
 CIVIL ENGINEERING and SURVEYING  
 203 W. LIBERTY ST. MEDINA, OHIO 44226 330-725-5980

**SITE DIMENSION & PAVING PLAN**

DRAWN BY: CAH  
 DATE: 06/15/2023  
 CHECKED BY:  
 DATE:  
 PROJECT No.  
 22-137  
 ACAD FILE No.  
 M:\...122-137 PP  
 M.C.S.E.#  
 S-500/200-188.1

SCALE: PLAN- 1"=20'  
 PROFILE-Horz.  
 Vert.

SHEET NO.  
**4** / **13**

# Revised Site Plan w/Areas of Notable Change 9-20-23

DATE	DESCRIPTION	BY
9/20/23	FENCE EGRESS EASEMENT	CAH

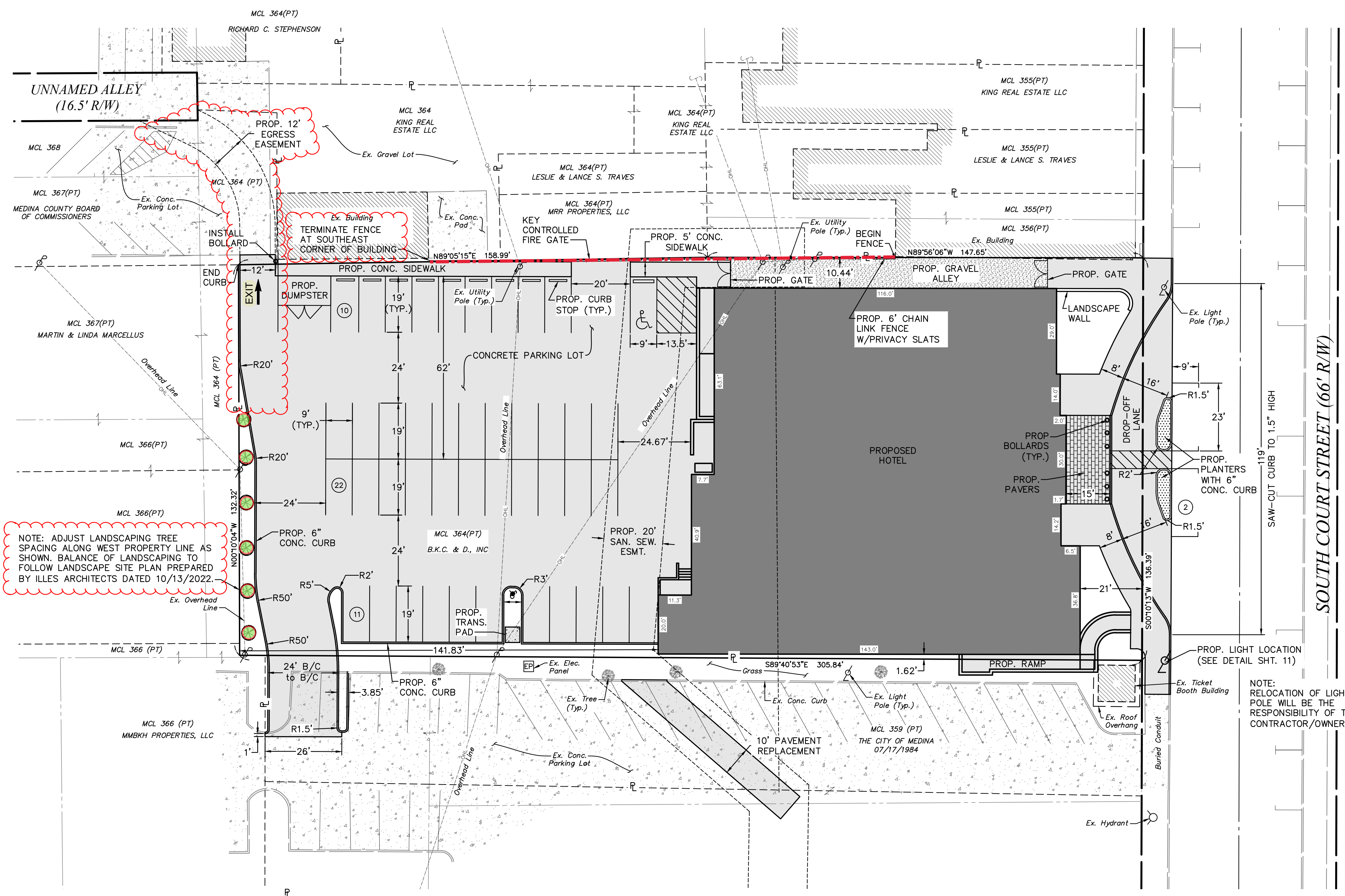
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SCALE: PLAN- 1"=20'  
 PROFILE-Horz. Vert.

SHEET NO.  
**4**  
**13**



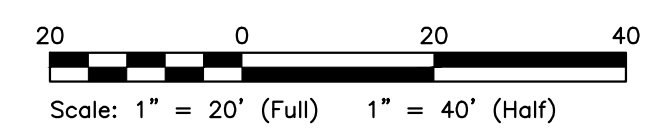
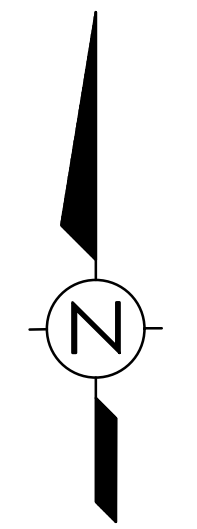
### LEGEND

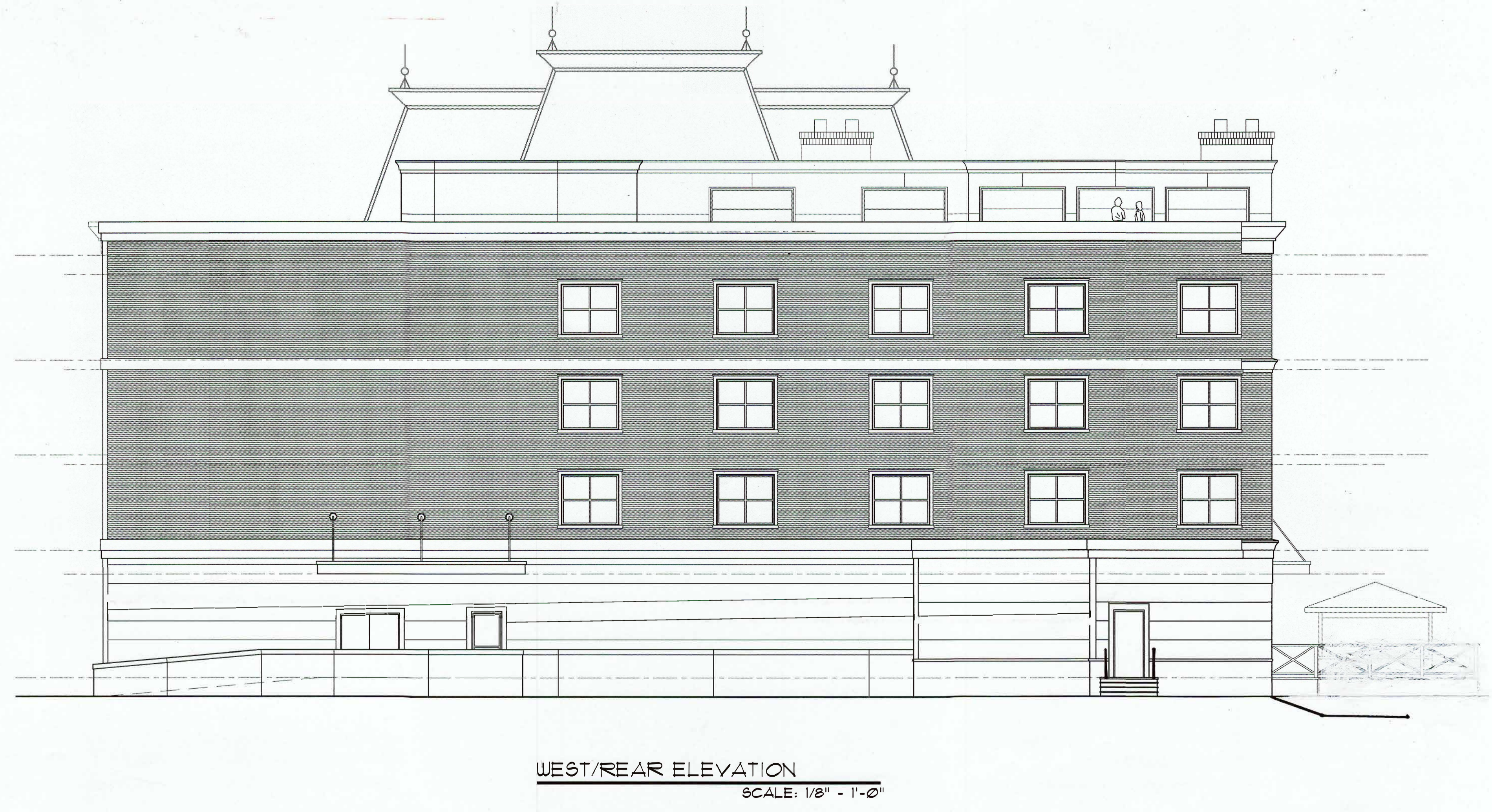
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**Conditionally  
 Approved Building  
 Elevations -  
 For Reference Only  
 - No Proposed  
 Changes**



**SOUTH/SIDE ELEVATION**  
 SCALE: 1/8" = 1'-0"



**NORTH/SIDE ELEVATION**  
 SCALE: 1/8" = 1'-0"

**Conditionally  
 Approved Building  
 Elevations -  
 For Reference Only  
 - No Proposed  
 Changes**