

Minutes: Russell Township Board of Zoning Appeals
Russell Township Hall
December 4, 2023

Present: Mr. Steve Gokorsch, Chairman
Mr. Dushan Boucek, Vice-Chairman
Ms. Nicole Mulloy
Mr. Bill Downing

Also in attendance: Mr. Shane Wrench, Zoning Inspector; Mrs. Cathleen Birli, Zoning Secretary.

Mr. Mark McGrievy was absent with apologies.

The meeting was called to order at 7:00 p.m.

The Legal Notice was published in the Chagrin Valley Times and Geauga Maple Leaf, Thursday, November 23, 2023.

The Certified Letters were mailed to all required residents, Tuesday, November 21, 2023.

Mr. Downing made the motion to open the public meeting, Mr. Boucek seconded the motion and it passed unanimously.

Six (6) in attendance were sworn in.

Condition Use #380 – Modification - Application #557:

Laurel Schools Butler Campus: The property is located at 7420 Fairmount Road. Parcel #26-707034. Submitted by Mary Ann Pellerano, on behalf of Laurel School. The Applicant is seeking to make modifications to their Conditional Use by installing a security gate, Ch.6.5(B).

Mr. Gokorsch stated this meeting is for a Conditional Use modification request for a security gate.

Ms. Kathleen Jankowski, Knight & Stolar Architect, 3029 Prospect Avenue, Cleveland, Ohio, 44115,

Confirmed she was sworn in.

Ms. Jankowski stated that at the beginning of the 2023 year, Laurel School – Butler Campus, has been looking at ways to increase security for the school.

Mr. Peter Bohand, Perspectus Architecture, 1300 E. 9th. Street, Suite 910, Cleveland, Ohio 44114.

Confirmed he was sworn in.

Mr. Bohand stated Laurel School would like to request erecting a security gate off Fairmount Road. The gate will be 200 feet from the road, constructed after the main gate and bridge. The gate will be an inbound and outbound design with gates that automatically open and close when a car approaches.

Mr. Gokorsch asked about a possible keypad. **Ms. Bohand said there will be an intercom for assistance and a keypad for cars and buses entering. There will also be a phone number to call if there is a trouble with the gate not opening.** Mr. Gokorsch asked if Police and Fire will have an access keycard? **Yes.** Will there be real time cameras? **Yes.**

Mr. Gokorsch asked if the Police and Fire Departments will have real time access to these cameras.

Ms. Ann Klotch – Headmaster – 1 Lyman Circle, Shaker Heights, Ohio 44122.

Confirmed she was sworn in.

Ms. Klotch answered **Yes. The camera footage will be available to the Police and Fire Departments.**

Mr. Gokorsch asked if the Police and Fire Departments will have real time footage access to the camera. **Yes. We will try to make that available if it is possible financially. We want to be good partners with the Police Department.**

Mr. Gokorsch stated his concern is the hill and dip on Fairmount Road, close to the entrance driveway, restricting traffic sight lines. If traffic is backed up, people coming over the hill will not see the backup until they are close to the gate. If there is an issue with opening the security gate, he would like the police to be able to override the gate arm allowing traffic to move off Fairmount Road. **Ms. Klotch agreed. An override will be important to move cars in and out quickly.**

Ms. Mary Ann Pellerano, Facilities Manager, 1 Lyman Circle, Shaker Heights, Ohio 44122.

Confirmed she was sworn in.

Ms. Pellerano stated the cameras and real time video access are important for the Police and Fire Departments. Laurel Schools main campus in Shaker Heights will also have access to real time video.

She also noted that when there are large events, the gate will be manned.

Ms. Pellerano said that eight (8) or ten (10) cars will be able to line up, in the driveway, in front of the new security gate.

Mr. Downing stated that approval should stipulate exactly how the security cameras and gate access will be operated.

Ms. Pellerano stated Laurel School will coordinate with the Police and Fire Departments.

Mr. Gokorsch agreed. Safety is of absolute highest priority. The Zoning Inspector will be responsible for making sure the Concept of Operation documents and communication between the Police and Fire Departments have been verified and is acceptable to the Township.

Mr. Gokorsch asked if the Police Department will have access to the intercom. **Ms. Pellerano said they will put that in the design specifications. The architects will come up with a plan for Township approval.**

Mr. Boucek asked how tall the camera pole will be. **Ms. Pellerano said 12 feet.** What system will be installed? **Mr. Bohand said they are not sure at this time, they are gathering specific information for design.**

Mr. Boucek asked why there is an access control arm exiting the school. **Mr. Bohand stated it prevents cars from using the exit to enter.**

Mr. Pellerano stated that landscape bollards will be constructed on either side of the drive to prevent cars/buses driving into the berm.

Mr. Boucek asked how large the bollards would be. **Ms, Pellerano said 4 feet high. These will help protect the gate equipment.**

Mr. Gokorsch asked about lighting. **Ms. Pellerano said no new lighting will be added. The North side of the existing entrance gate has lighting.**

Ms. Mulloy asked about the existing manual gate. **Ms. Pellerano said the new security gate will be an addition to the existing manual gate. There will be two security gates, one manual, one automatic.**

Mr. Boucek asked if the existing manual gate will still be in use when the new security gate is constructed. **Ms. Pellerano said Yes. The existing manual gate is an ornamental gate, which opens in the morning for car drop offs and buses, and closes after 3:00 p.m. They also open the gate during athletic games, etc. To date, they have had no issues with cars/buses backing up. The Police and Fire Departments have the keypad number to this existing manual gate.**

The Fire Department Chief, in a letter, has concerns that need to be addressed.
The Police Department gave an approval letter and has no concerns.

See attachments.

Mr. Bohand will address concerns and confirm with the Fire Department Chief.

Comments from the Public

Mr. Jim Halloran, 13601 County Line Road, Novelty, Ohio 44072.

Confirmed he was sworn in.

Mr. Halloran asked if the gate would be closed more often than in the past. Ms. Klotch said Yes.

Mr. Halloran is concerned that he will not be able to retrieve his dogs when they roam onto the property, as he has done in the past.

Ms. Pellerano said she would give Mr. Halloran access code for the security gate.

Mr. Gokorsch said the Board will vote on the modified Conditional Use, under the assumption the Fire Department Chief 's comments/concerns will be addressed, and a letter of approval is received. Mr. Gokorsch asked Ms. Pellerano if she would accept this ruling. **Ms. Pellerano said Yes.**

Mr. Gokorsch asked the Zoning Inspector to sign and date the letters from the Police Department (Exhibit 1) and Fire Departments (Exhibit 2).

Exhibit 1 (Police Department approval letter)
Exhibit 2 (Fire Department concerns to be addressed)

Mr. Downing made a motion to accept the applicants' (Exhibit 1 and Exhibit 2) into the record. Ms. Mulloy seconded the motion and it passed unanimously.

Mr. Boucek made a motion to close the public hearing for modification to conditional use #380, variance request #557, Mr. Downing seconded the motion and it passed unanimously.

Other Business

The board reviewed the 2024 meeting schedule.

The board acknowledged the re-appointment of Mr. Mark McGrievy.

Minutes

Ms. Mulloy made the motion to accept the minutes, as amended, for Variance #553, from the November 13, 2023, meeting, Mr. Downing seconded the motion and it passed unanimously.

Mr. Downing made the motion to accept the minutes, as amended, for Variance #554, from the November 13, 2023, meeting, Ms. Mulloy seconded the motion and it passed unanimously.

Mr. Downing made the motion to accept the minutes, as amended, for Variance #555, from the November 13, 2023, meeting, Ms. Mulloy seconded the motion and it passed unanimously.

Ms. Mulloy made the motion to accept the minutes, as amended, for Variance #556, from the November 13, 2023, meeting, Mr. Boucek seconded the motion and it passed unanimously.

Findings of Fact

Mr. Boucek made the motion to accept the Findings of Fact, as amended, for Variance #553, Variance #554, Variance #555, and Variance #556 from the November 13, 2023, meeting. Mr. Gokorsch seconded the motion and it passed unanimously.

BZA RP #2 FIRE DEPT 2/2

12/4/23

W. Lang

(3)

Questions / concerns from Russell Fire Dept.:

- 1) Will there be a access control, such as used on the current gate at Fairmount, for fire access?
- 2) Is the road width going to be wide enough to accommodate pumper trucks and the like without interference from the gate arms?
- 3) In case of a power outage, is the system on a back up generator or will the system default to the open position to allow trucks through?
- 4) Is the current gate at Fairmount going to still be utilized or is this a replacement for the gate?

Shirley Wood
12-4-23

BZA EX #1 POLICE DEPT. 12/2

Shane Wrench

From: Tom Swaidner <tswaidner@russellpolice.com>
Sent: Tuesday, November 14, 2023 3:58 PM
To: Zoning
Subject: RE: Laurel School Gate Project

12/4/23
W Swaidner

Good Afternoon Shane,

I have looked at the drawing and do not see any issue from the police department standpoint. I believe the distance from the roadway will be adequate to not interfere with traffic on Fairmount Rd.

Thank you,

Chief Thomas Swaidner
Russell Township Police Department
14820 Chillicothe Rd.
Novelty, Ohio 44072
PH: 440-338-6212
FX: 440-338-6113
tswaidner@russellpolice.com

Shane Wrench
12-4-23



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From: Zoning [mailto:zoning@russelltownship.us]
Sent: Tuesday, November 14, 2023 12:34 PM
To: Tom Swaidner <tswaidner@russellpolice.com>; John Frazier <frazierJ@russellfd.com>
Subject: FW: Laurel School Gate Project

Good afternoon, Chief(s).

I wanted to circle back and see if either of you had a chance to look over and have any comments. We will be having Laurel in for their Conditional Use regarding the Gate House. I know the BZA will want to know both Police and Fire feedback, if you would be able to write a little review up on issues seen or that all looks good from your Departments view .If possible to receive by November 29th-30th.

Thank you in advance,

Shane

BZH ~~ENR~~ #1 P92 12/4/23
Wherry

From: Mary Ann Pellerano <mpellerano@laurelschool.org>

Sent: Monday, October 23, 2023 12:01 PM

To: Cathleen Birli <cbirli@russelltownship.us>; Russell Twp. Fire Chief John Frazier <frazierj@russellfd.com>; Zoning <zoning@russelltownship.us>; tswaidner@russellpolice.com

Cc: Peter Bohan <pbohan@perspectus.com>; Brian Rafferty <brafferty@laurelschool.org>; Heather Daly <hdaly@laurelschool.org>

Subject: Laurel School Gate Project

Hello,
Laurel School is interested in moving forward with their gate project located on the Butler Campus. I have attached a copy of the plans and specifications for the project for your review.

Please let me know if the Police/Fire department approves the drawings and if this project needs to go before the BZA. It is our intent to bid the project next week.

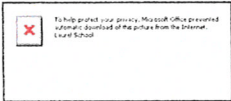
Thank you.
Mary Ann

Mary Ann Pellerano
Facilities Director

mPellerano@LaurelSchool.org

Direct: 216.455.3044

Fax: 216.464.8483



One Lyman Circle
Shaker Heights, OH 44122
LaurelSchool.org