



**PLANNING DEPARTMENT**

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**WESTLAKE PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
FEBRUARY 2, 2026**

Present: Lauren Falcone, Matt Jones, Bonnie Smith, Councilman Dave Del Regno  
Also Present: Planning Director Jim Bedell, Assistant Law Director Dean Valore, Clerk of Commissions  
Nicolette Sackman

The regular meeting was called to order at 6:00 p.m. by Chairman Falcone.

**ELECTION OF OFFICERS**

Mr. Del Regno moved, seconded by Mrs. Smith to elect Lauren Falcone as Chairman, Matt Jones as Vice Chairman and Bonnie Smith as Secretary.

ROLL CALL ON APPROVAL:

Yeas: Falcone, Jones, Del Regno, Smith

Nays: None, motion carried

**APPROVAL OF MINUTES**

Mr. Del Regno moved, seconded by Mrs. Smith to approve the minutes of the regular meeting of January 5, 2026.

ROLL CALL ON APPROVAL:

Yeas: Falcone, Jones, Del Regno, Smith

Nays: None, motion carried

**COUNCIL REPORT** - none

**BUSINESS**

**Century FCU, sign plan, 2207 Crocker Rd., PP#21126075, Ward 5**

Mr. Bedell, members of the planning commission and Mr. Brady (Brady Sign) reviewed the Century FCU sign plan for a new tenant space located at 2207 Crocker Road, between Chopped and Kitchen Social. Mr. Bedell explained that the proposal included new window and wall signage for Century Federal Credit Union. The previously approved storefront is not changing. He reported that the sign's construction, materials, and total square footage, as well as the vinyl graphics, comply with applicable regulations; however, the proposed logo height exceeds the 36-inch maximum established in Crocker Commons's master sign criteria, requiring an 8.75-inch waiver. He presented both the original (larger) logo design and a code-compliant, scaled-down version, noting that reducing the logo to 36 inches makes the lettering and "FCU" component more difficult to read from the road and affects overall visibility and proportion. Mr. Brady addressed the Commission and stated that after reviewing both options with the architect and the client, they wished to proceed with the original design because it provides better visibility from the road and better fits the storefront. During Commission discussion, it was noted that, when viewed in context with adjacent storefronts, the larger logo appears proportionate. Several members expressed that the compliant, scaled-down version looks out of proportion and diminishes legibility, particularly of the "FCU" text. Commission members indicated they had no concerns with the increased logo size and felt the branding and visibility justified the requested waiver.

Findings of Fact

1. The proposed storefront complies with the Crocker Commons Master Sign Criteria, except the logo that requires an 8.75 inch height waiver.
2. Despite the increased logo size, the sign remains proportional, centered between the masonry elements, and within the maximum height allowed by the sign code.

3. Any further reduction would shrink the lettering and cabinet to a point where the text may be illegible from the street.

Based upon the findings of fact, Mr. Jones moved, seconded by Mrs. Smith to approve the Century FCU sign plan with the following:

1. Waiver from the Crocker Commons Master Sign Criteria for the logo height to exceed 36”.

ROLL CALL ON APPROVAL:

Yeas: Falcone, Del Regno, Smith, Jones

Nays: none, motion carried

**Achievement Centers for Children, dumpster, 28501 Clemens Rd.,  
PP#21212016, Ward 3**

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Mr. Bedell, members of the planning commission and Mr. Robar (architect) reviewed a request from the Achievement Centers for Children to modify a previously approved site improvement plan for their new headquarters at 28050 Clemens Road. The original plan included a brick dumpster enclosure with metal doors; the applicant requested changing this to an eight-foot-tall cedar wood plank enclosure with matching cedar doors due to cost concerns. Mr. Bedell noted the enclosure is located at the end of the new drive lane in a heavily wooded area and not visible from streets or adjacent properties, and that it would be an improvement over the prior unscreened dumpsters. Mr. Robar explained that the nonprofit owner intends to maintain the property and that the masonry option was significantly more expensive. Commission members discussed aesthetics, durability, and maintenance, generally finding the location acceptable for a cedar enclosure while expressing concern about long-term wear. In response, conditions were added to require bollards next to the wood posts on the gate side and a concrete curb on the interior of all three sides of the enclosure to protect it from impact.

Findings of Fact

1. The originally approved plan included a brick dumpster enclosure consistent with Zoning Code Section 1218.06(i) and the applicant now seeks to substitute a cedar wood plank-clad enclosure due to cost and because it is not visible from public streets or adjacent properties.
2. The request was evaluated under the modification criteria in Sections 1220.05 and 1220.06 and those standards have been met.
3. Bollards beside the wood posts on the gate side of the dumpster enclosure and curbing inside the closure is needed to prevent damage.

Based upon the findings of fact, Mr. Jones moved, seconded by Mrs. Smith to recommend approval of the Achievement Centers for Children site improvements with the following:

1. Modification for the dumpster enclosure and gate to be of cedar instead brick and metal previously approved.
2. Condition bollards are installed next to the wood posts on the gate side of the dumpster enclosure.
3. Condition that curbing is installed on all three sides of the interior of the dumpster enclosure.

ROLL CALL ON APPROVAL:

Yeas: Falcone, Del Regno, Smith, Jones

Nays: none, motion carried

**Jasin Lot Assembly, 27433 & 27437 Second St., PP#21205019 & 020,  
Ward 3**

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Mr. Bedell, members of the planning commission and Ms. Hickey (legal representative) reviewed a request for the Jasin lot assembly for properties at 27433 and 27437 Second Street to combine two existing parcels—one with a single-family home and one with a detached garage—into a single lot to accommodate a future first-floor addition. Mr. Bedell reported that the request is consistent with the City’s Guide Plan designation for low-density single-family residential use and meets the City’s standard conditions for lot assemblies. The applicant’s representative, Ms. Hickey, confirmed Mr. Bedell’s summary and had nothing further to add. Commission members raised no objections.

Findings of Fact

1. The request is consistent with the Guide Plan designation of Single-Family Residential (Low Density) and will result in a residential lot within the R-1F-80 District, matching the intended land use and zoning and enabling the applicant to pursue a future addition to the home.
2. Although the assembled lot remains below the required 20,000 square feet, the assembly reduces existing nonconformities and improves compliance with lot area, width, and depth-to-width ratio standards without creating any new nonconformities.

Based upon the findings of fact, Mr. Jones moved, seconded by Mrs. Smith to approve the Jasin lot assembly involving permanent parcel numbers 212-05-019 and 020 with the condition that approval is subject to the plat meeting the requirements of the County and State as indicated in the Ohio Revised Code and approval by the Engineering Department in compliance with the code and the ordinances of the City of Westlake.

ROLL CALL ON APPROVAL:

Yeas: Falcone, Del Regno, Smith, Jones

Nays: none, motion carried

**Sheiban Park master sign criteria, Corporate Circle, PP#21126032 & 066, Ward 5, tabled 11/10/25, 12/1/25, 1/5/26**

Mr. Bedell, members of the planning commission, Mr. Jason Sheiban, Mr. Vega-Peralta (architect), and Attorney Matheny discussed the proposal. Mr. Bedell explained that the proposal was primarily a cleanup and clarification of items from the prior meeting, with no substantive new elements. The applicant requested an additional monument sign and a slightly larger monument sign than otherwise permitted, resulting in a 30-square-foot modification, while the total building and site signage remained well below the maximum allowed by code. Clarifications were made regarding wayfinding and how signage would define the limits of Sheiban Park, including permitting Building One (the future Sheiban building) may have wall signage exceeding the standard 20-foot height limit—up to 33 feet above grade, with maximum letter height of 5 feet and logo height of 8 feet—provided it remains a single-tenant building. If the building is subdivided in the future, its signage must conform to the same standards as the rest of the center, including a maximum wall sign height of 20 feet above grade and 4-foot letters/logo. The criteria also clarify that a corner tenant may use both street frontages in calculating its signage allotment, that the maximum size of any single wall sign is 100 square feet (consistent with citywide standards but slightly larger than neighboring Crocker Park and Crocker Commons), and that wayfinding signs are excluded from the total maximum allowable site signage. Additional guidance covers signage placement on the rear facades of Buildings Five and Six (limited to rear service doors for identification and deliveries), standards for secondary tenant signage, and construction details such as acrylic faces with matte finishes to reduce glare.

The Commission discussed concerns that wayfinding signs could potentially function as advertising, but Mr. Bedell noted that while size can be regulated, content cannot be controlled under applicable legal precedent, and there is a shared understanding that these are to function as directional signs only. Commissioners expressed appreciation for the clarity and organization of the revised criteria and for the collaborative work between staff and the applicant.

Findings of Fact

1. While the Master Sign Criteria establishes a cohesive signage strategy for Sheiban Park, it will require modifications in order to remain consistent with Westlake’s sign regulations.
2. It provides a unified identity for the development, while allowing flexibility through administrative review and Planning Commission oversight.

Based upon the findings of fact, Mr. Jones moved, seconded by Mrs. Smith to approve the Sheiban Park master sign criteria with the following modifications:

1. An additional 30 SF monument sign at the location area “B” driveway and for one monument sign at 36 SF.
2. Wayfinding signage is excluded from total maximum allowable site signage.
3. For Building 1, the maximum height for wall signs is 33’ above grade and the maximum height within a sign of a single letter is 5’ or for a logo is 8’ provided it continues to operate as a single-tenant building. In the event Building 1 is no longer a single-tenant building the maximum height of a single letter or logo is 4’, and the maximum height for a wall sign above grade is 20’.
4. The second building frontage of a corner unit is included in total frontage allotment for that unit.
5. Secondary signage is permitted and may include: wall signs at 0.5 square feet; freestanding/A-frame signs at 0.1 square feet (limited to one freestanding sign per tenant, not to exceed 3 square feet per side); and window

signs at 0.225 square feet per linear foot of tenant frontage.

ROLL CALL ON APPROVAL:

Yeas: Falcone, Del Regno, Smith, Jones

Nays: none, motion carried

**ChanceLight site improvements (playground in parking lot), 24650  
Center Ridge Rd., PP#21328010, Ward 1, tabled 9/8/25, 10/6/25,  
11/10/25, 12/1/25, 1/5/26**

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Mr. Bedell, members of the planning commission, Ms. Wolf (architect), Mr. Chattha and Mr. Trusco reviewed the ChanceLight site improvements, focusing on the relocation and enlargement of a school playground within the existing parking lot. The revised plan increases the playground area by approximately 700 square feet and relocates it further within the parking field, away from the adjacent residential development and building entrance, to reduce distractions and improve student safety. Access between the building and playground will be via a direct path of about 74 feet, with three permanent warning signs and movable safety signage to be placed at the crosswalk when the playground is in use. Vehicle impact protection will be provided by bollards spaced four feet apart, with final specifications to be approved by the city engineer and fire department. The proposal removes 36 of parking spaces but maintains a surplus of approximately 66 spaces, and Mr. Bedell noted that school uses require fewer spaces than office uses under the code. Due to the site layout and adjacent three-story building, the Commission agreed that traditional buffering would be difficult and likely unnecessary, particularly since the existing parking lot is not buffered.

The applicant's team spoke in support of the plan and confirmed that prior staff and Commission recommendations had been incorporated. Commissioners discussed traffic circulation, particularly their concerns with angled parking near the playground and the potential for conflicting traffic movements. After discussion, the Commission determined that converting the two affected drive aisles to one-way northbound traffic and restriping all adjacent stalls as angled spaces, with appropriate one-way signage, would provide a clearer and safer circulation pattern; it was noted that any additional loss of spaces would not impact required parking.

Findings of Fact

1. The proposed playground is an allowed accessory use.
2. The buffering requirement is waived, pursuant to Section 1133.02, because the playground's location on a pre-existing parking lot makes buffering impracticable, and eliminating the requirement remains reasonable and consistent with the intent of the regulations.

Based upon the findings of fact, Mr. Jones moved, seconded by Mrs. Smith to recommend approval of the ChanceLight site improvements with the following:

1. Modification to waive the requirement for buffering.
2. Condition that the playground shall remain locked when not in use with use restricted to school operations only and bollard specifications are administratively approved by the City Engineer and moveable safety signage is placed at the crosswalk when the playground is in use.
3. Condition that the two impacted drive lane aisles will be converted to one way north bound and all parking spaces adjacent to those aisles will be converted to angle parking.
4. Condition that the parking lot striping plan be submitted for administrative approval.
5. Approval is subject to comments in Part III of the 1/29/26 staff report and approval of the final plans by the Building and Engineering Departments in compliance with the code and the ordinances of the City of Westlake; and, in the development process, should there be any changes necessitated by engineering requirements that visually alter the appearance of the development approved by the Planning Commission, the plan shall be re-submitted to the Planning Commission.

ROLL CALL ON APPROVAL:

Yeas: Falcone, Del Regno, Smith, Jones

Nays: none, motion carried

**La Centre development plan addition, 25689 Detroit Rd.,  
PP#21321006 & 007, Ward 1, tabled 1/5/26**

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Mr. Bedell, members of the planning commission, and Mr. Foster discussed the La Centre development plan addition. The proposal is for an approximately 11,806 square foot addition at 25689 Detroit Road, including an

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expanded ballroom, a two-story event space, new restrooms, a parking lot, a covered drop-off area, and an entrance. The applicant confirmed that materials and colors for the outdoor pavilion and canopy would match the existing building, with a wood-grain metal underside. Mr. Bedell noted that the proposal was largely unchanged from the prior review, with remaining clarifications focused on the required lot split and assembly plat, which must be completed before building permits can be issued. Adjustments to the land banked parking were made to meet setback and buffering requirements, resulting in a reduction of four parking spaces and an overall parking deficit, which was discussed at length by the Commission. It was explained that the deficit is mitigated by staggered peak demand between office and event uses on the site, and that additional parking needs could be accommodated by underutilized spaces during events. Design details were reviewed, including ODOT type 6 curbing, future buffering and tree preservation plans, building and accent lighting that complies with code, and a roof-mounted equipment screening system using white metal panels to match the existing architecture. The Commission also discussed the pavilion (confirmed to have no lighting, heating, ceiling fans, or audio-visual components) and the relationship of the expansion to a previously approved coffee shop and associated bollards at the Houlihan's corner; it was determined that the bollards remain appropriate and the addition does not negatively impact that approval.

#### Findings of Fact

1. The architecture presents an attractive design that complements the existing building while offering its own artistic interpretation.
2. The site plan provides safe and efficient access, circulation, and parking.
3. A reduction from the 788 parking space required by code to the 650 existing parking spaces is appropriate due to the non-overlapping peak demand periods of the event center (533 spaces required by code) and office tenants (255 spaces required by code).
4. As conditioned, the project will not create adverse impacts on neighboring properties and is compatible with the character of the surrounding area. However, a lot split and assembly plat must be approved prior to construction, as the addition cannot span two separate parcels.

Based upon the findings of fact, Mr. Jones moved, seconded by Mrs. Smith to recommend approval of the La Centre development plan with the following:

1. Modification to allow a parking deficit due to the staggering peak demand times per uses on the site (650 parking spaces is the minimum number of spaces required).
2. Condition that a lot split and assembly plat indicating the new property boundary is approved prior to construction of the proposed improvements.
3. Condition the pavilion will have no lighting, heating, ceiling fans, or audio-visual components.
4. Approval is subject to comments in Part III of the 1/30/26 staff report and approval of the final plans by the Building and Engineering Departments in compliance with the code and the ordinances of the City of Westlake; and, in the development process, should there be any changes necessitated by engineering requirements that visually alter the appearance of the development approved by the Planning Commission, the plan shall be re-submitted to the Planning Commission.

#### ROLL CALL ON APPROVAL:

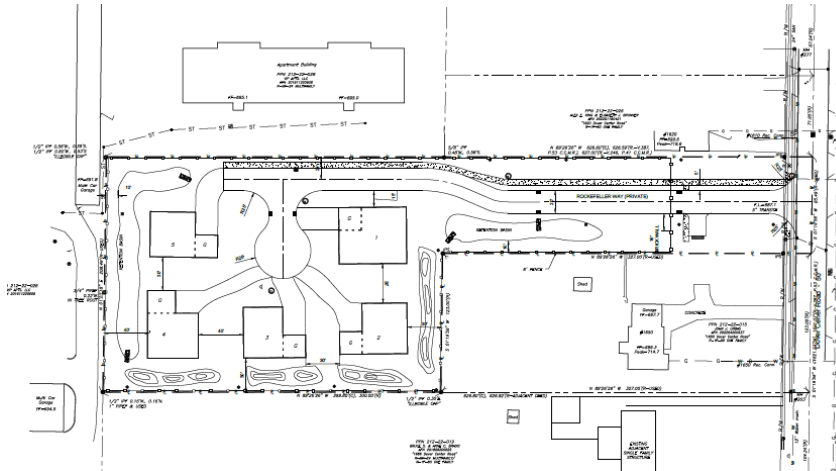
Yeas: Falcone, Del Regno, Smith, Jones

Nays: none, motion carried

#### **Rockefeller Estates, conceptual development plan (5 single family cluster homes), 1636 Dover Center Rd., PP#21222021, Ward 3**

Mr. Bedell, members of the planning commission, Mr. Chandler (developer), Mr. Dardir (owner) and Mr. Kelly (engineer) reviewed the conceptual development plan for Rockefeller Estates at 1636 Dover Center Road, proposing a five-unit single-family cluster development to replace the previously approved eight-unit townhome project. Mr. Bedell summarized the conceptual nature of the plan, key design elements (private drive with T-shaped turnaround, retention basins, buffering/landscaping, parking, and sidewalk connection), and noted that the property is designated multi-family residential, which allows cluster homes. The applicants described a low-density, higher-end detached cluster product primarily for downsizing residents, with ranch and story-and-a-half options and explained the general approach to drainage and basin maintenance.

The following residents were present: Bruce Brady, 1686 Dover Center Road; Andrea Scala, 1726 Dover Center Road and Kelly Coleman, 1613 Dover Center Road. They raised questions and concerns regarding the types of units (ranch vs. townhouse vs. colonial), square footage, base pricing, and whether surrounding apartment buildings and



site context had been considered in the project’s economic assumptions. Residents also asked about the maintenance and appearance of the retention basins, potential fencing and screening along the south and west edges adjacent to apartments, and the feasibility of selling high-priced homes “in someone’s backyard” and in a more densely developed corridor. A neighboring property owner expressed concern that the neighbors should not have to “suffer” if the prior investment decision was problematic and

noted the density contrast with her larger single-home parcel. Another resident questioned the proposed gate and mailbox configuration and compatibility with the character of the area. In response, the development team reiterated that the product is intended as single-family detached cluster housing with strong market demand, particularly among Westlake homeowners seeking to downsize but remain in the city, and provided additional detail on unit types, sizes, and pricing. Price range: approximately \$850,000 to \$1.2 million. Minimum square footage: about 2,200 sq. ft. for ranches, with larger square footages for story-and-a-half and two-story units. They emphasized that the plan reduces overall density and traffic compared to both the previously approved townhomes and potential multi-family apartment build-out under existing zoning. They confirmed that a detailed fence and buffering plan, particularly along the west property line adjacent to apartments and at the retention basins, will be submitted at the development plan stage, with the intent to integrate both landscaping and fencing to provide screening.

Mr. Jones explained that the retention basins must be maintained under a formal operations and maintenance agreement, enforced via annual reporting and city inspections in compliance with Ohio EPA stormwater regulations, ensuring that basins are not neglected. Commission members generally expressed support for the cluster concept as a less intensive and more compatible use than the previously approved eight-unit townhome plan or additional apartments and recognized the strength of the prior landscaping scheme as a model for the new configuration. However, they voiced strong concerns about the proposed gate. Key issues cited included potential traffic backup and disruption on Dover Center Road, delivery vehicle idling and turnarounds at the gate, impacts on nearby residents, and a view that a gate is unnecessary and undesirable in this context. They requested a formal legal opinion regarding gated communities on private streets (legal opinion regarding gated communities under Chapters 11 and 12 of the City code), but members also made clear their present opposition to gating this project. The Commission further affirmed that vinyl siding is not acceptable per Chapter 1237 and consistent with recent Council action on a similar request, while indicating that vinyl trim products, such as those manufactured by AZEK may be acceptable.

**Findings of Fact**

1. The proposed conceptual plans and design requirements generally conform to the Zoning Code; however, as currently designed, certain zoning modifications and conditions would need to be incorporated into any motion for approval of the final development plan if it reflects the conceptual plan.
2. The Planning Commission and the applicant have discussed revisions needed to bring the proposal into fuller compliance with the Zoning Code, and it is anticipated that the final development plan will be redesigned accordingly.

Based upon the findings of fact, Mr. Jones moved, seconded by Mrs. Smith to approve the Rockefeller Estates conceptual plan with the following:

1. Condition that the community shall not be gated.
2. Condition that vinyl siding shall be removed as an allowable material.
3. Condition that Azek can remain as an allowable material.

**ROLL CALL ON APPROVAL:**

Yeas: Falcone, Del Regno, Smith, Jones

Nays: none, motion carried

**MISCELLANEOUS**

None

**ADJOURNMENT**

Meeting adjourned at 8:02 p.m. The next regular meeting is scheduled for Monday, March 2, 2026, in the Westlake City Hall Council Chambers.

*Lauren Falcone*  
Chairman Lauren Falcone

*Nicolette Sackman*  
Nicolette Sackman, MMC  
Clerk of Commissions

Approved: *March 2, 2026*