

Village of Lordstown Planning Commission

June 10, 2019

The Lordstown Planning Commission met on June 10, 2019 at 6:30 p.m. at the Lordstown Administration Building. The meeting was called to order by Chairperson Tim Rech, followed by the Pledge of Allegiance to the Flag. Roll call was taken.

In Attendance: Tim Rech, Chairperson
 Richard Rook, Vice Chairperson
 Arno Hill, Mayor
 Don Reider, Council Member
 Bob Schaffer

 Paul Dutton, Solicitor
 Kellie Bordner, Planning and Zoning Administrator

Also Present: Janet Hassay, Wee Care Day Care and Learning Centre
 Mike Sullivan, Lordstown Board of Public Affairs Member
 Kay Arlow, Lordstown, Ohio
 Donna Schrader, Lordstown, Ohio

EXCUSE THOSE ABSENT:

MS. BORDNER: Denise Dugan is out.

MR. RECH: All right, is there a motion to excuse Denise?

MAYOR HILL: So moved.

MR. ROOK: Second.

MR. RECH: I heard Mr. Mayor and Mr. Rook -- all in favor, "aye".

MR. REIDER: Aye.

MR. SHAFFER: Aye.

MAYOR HILL: Aye.

MR. RECH: Aye.

MR. ROOK: Aye.

(VOICE VOTE: 5, AYE; 0, NAY; 0, ABSTAINED.)

APPROVAL OF AGENDA:

MR. RECH: Approval of the Agenda -- is there a motion to approve the Agenda?

MR. REIDER: So moved.

MR. RECH: All right.

MR. SHAFFER: Second.

MR. RECH: Very good -- all in favor say, "Aye".

MR. REIDER: Aye.

MR. SHAFFER: Aye.

MAYOR HILL: Aye.

MR. RECH: Aye.

MR. ROOK: Aye.

(VOICE VOTE: 5, AYE; 0, NAY; 0, ABSTAINED.)

Village of Lordstown Planning Commission

June 10, 2019

APPROVAL OF MINUTES of March 11, 2019:

MR. RECH: Very good. We have the approval of the minutes from the March 11th meeting which was, I believe, the last one we had. It was the big book dealing with TJX. Is there a motion to approve those minutes?

MAYOR HILL: So moved.

MR. RECH: Mr. Mayor -- is there a second?

MR. ROOK: Second.

MR. RECH: Mr. Rook -- all in favor say, "Aye".

MR. REIDER: Aye.

MR. SHAFFER: Aye.

MAYOR HILL: Aye.

MR. RECH: Aye.

MR. ROOK: Aye.

MR. RECH: Anybody opposed?

(WHEREAS, THERE WAS NO RESPONSE FROM THE BOARD AND PROCEEDINGS WERE AS FOLLOWS:)

(VOICE VOTE: 5, AYE; 0, NAY; 0, ABSTAINED.)

PLANNING AND ZONING ADMINISTRATOR'S REPORT:

MR. RECH: Okay, very good. Is there a Planning and Zoning Administrator's Report?

MS. BORDNER: No report.

SOLICITOR'S REPORT:

MR. RECH: Thank you -- is there a Solicitor's Report?

SOLICITOR DUTTON: No report.

CORRESPONDENCE:

MR. RECH: Thank you -- is there any Correspondence?

MS. BORDNER: No, sir.

OLD BUSINESS:

MR. RECH: All right -- any Old Business?

MS. BORDNER: Not that I believe.

NEW BUSINESS: 1. Site Plan Review Not Involving New Construction for Wee Care Day Care & Learning Centre, 1824 Salt Springs Road, Lordstown, Ohio.

The Planning Commission followed this form that follows Section 1163.03 of The Planning & Zoning Code:

1. **Existing zoning of the property:** R-1
2. **The floor plan of intended building for specific use:** The C-6 space which is being provided for a preschool room will include two large table/desk areas. The C-10 space which is being provided for school age children as a before school and after school room will include a game table, shelving areas with games and other items, couches and a larger, centrally located table area. Restrooms will be outside of room spaces in the Elementary School hallway where there are no other Elementary classrooms. For the C-10 before and after care space, the restrooms will be outside of the west room door and

June 10, 2019

quickly to the left in a hallway where there are no other Elementary classrooms.

3. **Location and dimension of all off-street parking and loading areas including the number of spaces:** Parking is located to the north of the entrance at the back of the Elementary building, through which children will be dropped off and picked up. There are thirty parking spaces to be shared with SCOPE, the Education Service Center, Lordstown School personnel and Wee Care Day Care. Parking will generally be brief as used minimally for drop off and pick up.
4. **Location, size, height and orientation of all signs, both existing and proposed:** No exterior signs are proposed by Applicant at this time as there will be an interior use of a window cling on the Wee Care Day Care room doors. Should an exterior sign or signs be desired in the future, Applicant will contact the Lordstown Planning & Zoning Office to complete the proper paperwork to apply for a sign permit.
5. **Location of all streets project is fronting on:** The ingress and egress to the facility is off Salt Springs Road.
6. **Other information required by the Planning Commission:** The start date for the Wee Care Day Care will be June 10, 2019 with a Summer Camp Program. The hours of operation for Wee Care Day Care will be Monday through Friday, 6:00 A.M. to 6:00 P.M. There will be approximately four employees. The maximum number of children which will be permitted at the facility at any one time will be determined by an inspector for Ohio Department of Jobs and Family Services and Applicant will have allowable numbers by May 31, 2019 and will be able to provide those during the Planning Commission meeting. There will be no food preparation on site as attendees will bring their own lunch. There is no direct outside entrance to either of the room areas and patrons/attendees will use the back Elementary School entrance and go down the hall or hallways to the appropriate space. Lordstown Fire Chief Travis Eastham has conducted an inspection of the spaces for Fire Code compliance and found them to be adequate and in compliance for the requested use.

MR. RECH: All right, New Business then -- Site Plan Review Not Involving New Construction for Wee Care Day Care and Learning Centre, 1824 Salt Springs Road, Warren, Ohio, 44481 -- Kellie?

MS. BORDNER: So this will be a new day care facility that will be a preschool -- and there will be an after care and before care program that will exist in the Elementary School at the back of the school -- back where the SCOPE offices are -- back along that way.

The existing zoning of the property is R1. They have attached a floor plan for each of the different rooms that they have. If you will, look at C-6. The space that they have there is being provided for a preschool room. It will include two (2) large table/desk areas; three (3) toy shelves, kitchen and diner play set areas, and a large, centrally-located circle time area.

The C-10 space, which is being provided for school age children as a before school and after school room, will include a game table, shelving areas with games and other items, couches, and a larger, centrally-located table area. As I said, both of the floor plans for those rooms have been provided.

The restrooms will be outside of the room spaces in the Elementary School hallway. For the C-6/preschool space, the restrooms will be just outside of the east room door and across the hallway, where there are no other Elementary classrooms.

Village of Lordstown Planning Commission

June 10, 2019

For the C-10/before and after care space, the restrooms will be just outside of the west room door and quickly to the left in a hallway, again, where there are no other Elementary classrooms.

Parking is located to the north of the entrance at the back of the Elementary building, through which children will be dropped off and picked up. There are approximately thirty (30) parking spaces to be shared with SCOPE, the Educational Service Centre, Lordstown School personnel and Wee Care Day Care. Parking will generally be brief, as used minimally for drop off and pickup.

No exterior signs are being proposed by the Applicant at this time as there will be interior uses of a window cling on the Wee Care Day Care room doors. Should an exterior sign or signs be desired in the future, the Applicants will contact the Lordstown Planning and Zoning Office to complete the proper paperwork to apply for a sign permit.

The ingress and egress to the facility is off of Salt Springs Road.

The start date for Wee Care Day Care should have been today, we hope -- June 10th, 2019 -- with a Summer Camp Program. The flier for that Summer Camp Program has been attached. The hours of operation for Wee Care Day Care will be Monday through Friday 6:00 a.m. to 6:00 p.m.

Currently, there will be approximately four (4) employees. The maximum number of children permitted at the facility, at any one time, has now been determined by the Ohio Department of Jobs and Family Services -- and that is a total capacity of 76 children, with zero (0) children being under two and a half (2.5) years of age.

So they've gotten their licensure through them, and that takes care of that issue because they did not have that when they made the application.

There will be no food preparation on site, as attendees will bring their own lunch. There is no direct outside entrance to either of the room areas and the patrons/attendees will use the back Elementary School entrance and go down a hall or hallways, to the appropriate space.

Lordstown Fire Chief, Travis Eastham, has conducted an inspection of the spaces for Fire Code compliance, and has found them to be adequate and in compliance for the requested use. His report is attached, as is the parking diagram.

They did provide a little bit of information, as well, of what they're about -- "About Us" page, their security procedures, and just some general information about Wee Care Day Care. All of that has been provided to you. Their application is quite comprehensive and complete.

MR. RECH: Okay. Just for the record, I think we all got a letter from Mr. Armstrong, Superintendent of Lordstown Schools, essentially endorsing the -- did you get this, Kellie?

MS. BORDNER: I did not.

MR. RECH: Okay. Do you want me to read it into the record? This one is addressed to me, obviously, it says:

"Dear Mr. Rech, please accept this letter of support for the approval of the Site Plan Review for Wee Care Day Care. I felt it was important to share with you what led to Wee Care coming aboard at Lordstown Local Schools.

We have met with Wee Care several times to discuss the feasibility of them hosting a full day preschool, along with the ability for parents to have before and after school care for students that attend Lordstown Elementary School. Several families have expressed that due to work schedules often not working with the school schedule it is difficult and asked if there was something that we as a

Village of Lordstown Planning Commission

June 10, 2019

school district can do to help. The before and after school program run by Wee Care can be very helpful to these parents. In addition, the full day preschool meets the needs of many needing full day childcare in Lordstown as well.

Wee Care operates in two (2) other schools currently as well as having their own Wee Care preschool facilities. They are licensed through the State of Ohio and have had the facilities they will be using in Lordstown Elementary School inspected and approved as well. This service is at no cost to Lordstown Local Schools and could benefit employees of the school district as well as the Village of Lordstown. The current preschool housed at Lordstown Elementary School facilitated by the Trumbull County Educational Service Center will remain in operation as the Wee Care program is designed to complement and not to replace that service.

We at Lordstown Local Schools ask you to look favorably upon the application for Wee Care Day Care to operate at the Lordstown Elementary School. If you have any questions, please feel free to contact my office. Thank you for your time.

Respectfully, Terry Armstrong, Superintendent.”

MR. RECH: Is the owner -- are you, ma'am, the owner?

MS. HASSAY: No, I'm the representative.

MR. RECH: Okay, would you like to stand up and introduce yourself, and we'll see if we have any questions for you.

MS. HASSAY: My name is Janet Hassay. I am the Director of Operations for Wee Care Day Care.

MR. RECH: Okay -- welcome.

MS. HASSAY: Thank you.

MR. RECH: Questions?

MAYOR HILL: I think it's pretty well covered.

MR. RECH: I think so.

MR. ROOK: Just out of curiosity, what other two (2) schools are you in?

MS. HASSAY: Liberty and Austintown.

MR. ROOK: Okay.

MR. RECH: I did look at your website. It looks like you're also at Youngstown State doing something?

MS. HASSAY: Yes, we have a full center at Youngstown State. We run 6 weeks to 12 years of age at Youngstown. We're in one of their buildings on campus, but we are like a stand-alone center.

MR. RECH: Okay, very cool -- any other questions, comments?

(WHEREUPON, THERE WAS NO RESPONSE FROM THE PLANNING COMMISSION, AND PROCEEDINGS WERE AS FOLLOWS:)

MR. RECH: Okay, hearing none, is there a motion to approve the Site Plan Review Not Involving New Construction for Wee Care Day Care Learning Centre?

MAYOR HILL: So moved.

MR. RECH: Mayor Hill -- is there a second?

MR. SHAFFER: I'll second.

Village of Lordstown Planning Commission

June 10, 2019

MR. RECH: Mr. Shaffer, we have a first and a second. Any further discussion?

(WHEREUPON, THERE WAS NO RESPONSE FROM THE PLANNING COMMISSION, AND PROCEEDINGS WERE AS FOLLOWS:)

MR. RECH: Hearing none, could we have roll call on this, please?

MS. BORDNER: Yes, sir -- Tim Rech?

MR. RECH: Yes.

MS. BORDNER: Don Reider?

MR. REIDER: Yes.

MS. BORDNER: Richard Rook?

MR. ROOK: Yes.

MS. BORDNER: Bob Shaffer?

MR. SHAFFER: Yes.

MS. BORDNER: Arno Hill?

MAYOR HILL: Yes.

MR. RECH: All right, I agree.

(ROLL CALL VOTE: 5, AYE; 0, NAY; 0, ABSTAINED.)

MR. RECH: That passed. Welcome to Lordstown.

MS. HASSAY: Thank you. We're excited to be here.

PUBLIC COMMENTS:

MR. RECH: Good deal. Any public comments this evening?

(WHEREUPON, THERE WAS NO RESPONSE FROM THE FLOOR AND PROCEEDINGS WERE AS FOLLOWS:)

MEMBER COMMENTS:

MR. RECH: Hearing none, are there any additional member comments or anything?

(WHEREUPON, THERE WAS NO RESPONSE FROM THE PLANNING COMMISSION, AND PROCEEDINGS WERE AS FOLLOWS:)

ADJOURNMENT:

MR. RECH: Hearing none, is there a motion for adjournment?

MAYOR HILL: So moved.

MR. RECH: Mr. Mayor -- is there a second?

MR. REIDER: Second.

MR. RECH: Mr. Reider -- all in favor say "aye".

MR. REIDER: Aye.

MR. SHAFFER: Aye.

MAYOR HILL: Aye.

MR. RECH: Aye.

MR. ROOK: Aye.

Village of Lordstown Planning Commission

June 10, 2019

(VOICE VOTE: 5, AYE; 0, NAY; 0, ABSTAINED.)

MR. RECH: We are adjourned. Thank you, everybody.

(WHEREUPON, THE MEETING BEFORE THE LORDSTOWN VILLAGE
PLANNING COMMISSION, IN THE ABOVE CAPTIONED MATTER,
CONCLUDED AT 6:40 P.M.)

Submitted by:

Approved by:

Kellie D. Bordner
Planning & Zoning Administrator

Tim Rech
Chairperson