

**RAVENNA CITY PLANNING COMMISSION
MINUTES
FEBRUARY 25, 2025
6:00PM
RAVENNA CITY HALL COUNCIL CHAMBERS**

Mr. Finney called meeting to order at 6:05 PM

ROLL CALL:	Mr. Barber	Present
	Mr. Contant	Present
	Mr. Hairston	Present
	Ms. Laudato	Excused
	Mr. Seman	Excused
	Mr. Jennings	Present
	Mr. Smith	Present
	Mr. Finney	Present

Also in attendance: Larry Silenius 123 N Walnut St., Tim Calfee 910 Murray Avenue, Chris Untrauer 957 Murray Avenue, Gail Jones Nemeth 911 Murray Avenue, Gary Nemeth 911 Murray Avenue, John Markley 3566 Darrow Road Stow, Kely Acosta 150 E. Highland Avenue, Ron Fields 612 W. Spruce Avenue, Omeed Fatemi 1705 Enterprise Way, Suite 200, Marietta, Georgia.

Mr. Finney entertained a motion to excuse Mr. Seman and Ms. Laudato; Mr. Barber made the motion and Mr. Hairston seconded.

MINUTES: Approval of minutes January 28, 2025.

Mr. Finney entertained a motion to approve minutes; Mr. Hairston made the motion and Mr. Contant seconded.

ALL AYES: Minutes Approved

OLD BUSINESS:	Dr. Danelle Fields dba Fields Psychological, LLC
	612 W. Spruce Avenue
	Requesting Conditional Use Certificate for Home-Based Business
	Parcel #31-361-14-00-113-000 Zoning: R-3

Mr. Finney: We are going to move old business in front of new business. We have Dr. Danelle Fields dba as Fields Psychological, LLC 612 West Spruce Avenue requesting conditional use certificate for home-based business. If you remember last year, October 2024 they presented, and Planning Commission tabled it until repairs were finished and took up residency.

Mr. Fields: My wife Danelle could not be here today; our address is 612 West Spruce Avenue, and we now live there, a lot of work but it is worth it. I enjoy having a two-minute commute to work and have established residency there and live full-time in Ravenna.

Mr. Finney: The space that she would utilize for her clinic, could you explain that location in the house?

Mr. Fields: Yes, it is a duplex; 612 and 614, but for all intents and purposes, it is just going to be one residence. We decided not to rent out the other side, because we wanted our own space to spread out. Her office area, the back of 612 there is an addition built in, probably in the 1980's and basically it is one large room, and we have made that into her office. Adjoining that is another addition which was some years earlier, probably in the 1960's, and that houses the kitchen and at that time a dining room, which is now going to be a waiting room. We have a first-floor bathroom that is all handicapped accessible, we have made sure everything is ADA compliant, and we have a wheelchair lift.

In terms of expected foot traffic, that has not changed, we are looking at no more than one person per week face-to-face, the bulk of the counseling practice will be in telehealth, so physical people coming, we are looking at one a week. That could change if she started seeing more people, but it would only be one a day a week, maybe two or three people per one day a week. We have plenty of parking, we have a three-car garage, and a carport and in addition to that there is a double-lot driveway, so there are no parking issues.

Mr. Barber: You would have physical patients there one day a week only, and even if you had two or three patients coming in, it would still just be on one day?

Mr. Fields: Yes, she blocks off the rest of her schedule, she has some reoccurring telehealth appointments she has on other days of the week.

Mr. Contant: You are going to be living in the home? I remember discussing that and the code says if you live in the home you are permitted to have the business.

Mr. Fields: Yes, we are there now. We do still own the house in Akron, but we are full time in Ravenna.

Mr. Jennings: Have you converted it back to single-family or is it still a duplex?

Mr. Fields: Not officially, we have two water bills and at some point, we might, but right now we are focusing on cleaning it up.

Mr. Finney: Was your mother staying there at one point?

Mr. Fields: Yes, she is still there and that is part of the reason we would like to expand.

Mr. Finney entertained a motion to approve or not approve; Mr. Contant made the motion to approve the home-based business as presented; Mr. Barber seconded the motion.

ROLL CALL:	Mr. Barber	Yes
	Mr. Contant	Yes
	Mr. Hairston	Yes
	Mr. Jennings	Yes
	Mr. Smith	Yes

ALL AYES: Motion Approved

NEW BUSINESS: Omeed Fatemi of Engineering Design Technologies, Inc.
1705 Enterprise Parkway, Suite 200 Marietta, GA 30067
Requesting Site Plan Approval for VA Ravenna CBOC Site
4100 Loomis Parkway
Parcel #31-207-00-00-011-000 Zoning: C-2

Mr. Fatemi: I am here representing the Ravenna CBOC, the VA, and looking for site plan approval and I have a full set of plan documents.

The project we are proposing is a 17,000 square foot medical office building for the VA, my understanding is that they are moving from their current location to Loomis Parkway, which we will be the developer. There will be 100 parking spaces, community-based outpatient clinic and there will be no overnight stays, the patients would be going there for their primary medical needs.

Mr. Finney: So, no overnight stays, and will the patients be seen specifically for?

Mr. Fatemi: A whole list of uses; general exams, blood draws, and pharmaceutical needs, mental health, and physical therapy.

Mr. Finney: Will the clinic be open 7 days a week?

Mr. Fatemi: 5 days a week, Monday through Friday, and this location will not be seeing anyone that cannot take care of themselves on a full-time basis.

Mr. Finney: What will happen with the existing clinic?

Mr. Fatemi: Unsure, that is VA's decision there, our assumption is that they are moving their staff and having additional staff at the VA Clinic on Loomis, the current clinic will shut down and move their services, but that will be at VA's discretion, and we don't know if they have a lease running concurrent with us.

Mr. Finney: Will this be a lease to the VA or will they own the facility?

Mr. Fatemi: This will be a lease to the VA.

Mr. Finney: What do you value the overall project cost?

Mr. Fatemi: We don't know what the trades will come in at, but we value shell construction, not including general conditions around 4-4.5 million dollars construction cost.

Mr. Finney: Speaking from the Engineering Department, we have been reviewing the storm water plans, zoning and setbacks and everything seems to be in check at this point. Is this a standard design building that you design for the VA throughout America?

Mr. Fatemi: More or less, yes. The VA follows a specific process with the interior of the building, and it doesn't change too much, although the exterior might, depending on what the local VA wants. This is represented of the buildings we have done in Maine, Kentucky, Tennessee, and Georgia, a nice brick building.

Mr. Finney: If we were to get on Google, could we see this building built somewhere?

Mr. Fatemi: Yes, in the newer leases for sure, the new round of VA Clinics that are coming out are much more modern, but plenty of examples that look like this.

Mr. Finney: What states would we be able to find them?

Mr. Fatemi: A lot in Georgia, a couple in Tennessee and Kentucky and some new construction builds out west in Arizona and New Mexico.

Mr. Jennings: I am trying to see where this fits, with existing structures on Loomis?

Mr. Finney: Where the helipad is for the hospital due north, and due west of the old Dunlevy insurance, that parcel along State Route 14 will be used.

Mr. Barber: No issues with storm water runoff?

Mr. Finney: No, they will be responsible for storing the post rain events versus the pre rain events, so the retention pond will be built based on that for up to 100-year rain events.

Mr. Barber: Are there any wetlands in this area?

Mr. Finney: No, this whole area has been a fill area for many years, a contractor has owned the property and used it to fill the site with construction debris.

Mr. Hairston: I lived in that area for years; on the diagram they are calling it Loomis Parkway, should that be Lovers Lane, because you mentioned the locations of Dunlevy and the corner there. For most of the people that live in that area, Loomis Parkway goes from Chestnut to State Route 14 and Lovers Lane back to Infirmary.

Mr. Finney: In the city limits it is considered Loomis Parkway, and, in the township, it is Lovers Lane.

Mr. Hairston: We are looking at the section on State Route 14 and Chestnut and running west.

Mr. Finney: Correct.

Mr. Hairston: Your question, Mr. Barber, is very valid, because for many years there have been flood issues there. My family worked through them, there was a natural stream that ran through there and at some point, that state came out and rerouted it because they had three lawsuits in court. To my knowledge today there are still water issues, because I know State Route 14 floods now and then, but you are saying that is all taken care of?

Mr. Finney: Yes.

Mr. Hairston: Looking at the drawing, is there enough land there to build this?

Mr. Finney: Yes.

Mr. Jennings: It does look like a narrow strip of land when you drive by.

Mr. Fatemi: Looking at the colored rendering you have, it will be a much lighter color brick, like a brown, gray color.

Mr. Hairston: They are asking for our approval of the site plan? What is the timetable for beginning?

Mr. Fatemi: Yes, right now, we are in DID conversations with the DPA which is asking for their approval for the floor plan, site plan and elevations, we expect that eminently. We have already applied for the NOI from the EPA which we received Monday.

Mr. Barber: NOI?

Mr. Fatemi: Notice of Intent with the EPA, which they signed off on our storm water erosion control plans. We anticipate that the VA approves our DID (Design Intent Drawings) set that we can start moving dirt around April/May, to get the pad in and dried by winter.

Mr. Barber: Are you asking us for approval of the site plan, but it has not been approved by your client?

Mr. Fatemi: The VA has approved the site plan but not the entire DIDs (Design Intent Drawings) They have signed off on the site plan, and they are waiting on the floor plan approval, which is making sure we have the lighting fixtures where we want them to be and the power and electrical in the right locations in the rooms.

Mr. Barber: But those have not been approved, so if we give you approval and they go back and say this doesn't work, will you have to come back for another approval?

Mr. Fatemi: Just for the site plan.

Mr. Finney: If there is a change to the site plan that was substantial, then yes, they would have to come back, for example ingress, egress, shape or size of the building. I believe what he is referring to is the interior stuff, like where a water line enters the building. Lighting should not be an issue for this location because there are no residents. Ultimately, Planning Commission is looking at ingress, egress, enough parking.

Mr. Barber: Is there enough parking?

Mr. Finney: Yes.

Dr. Calfee: Tim Calfee 910 Murray Avenue, looking at the site plan, the building sits close to State Route 14, and I am wondering about sound blocking or any type of landscaping on that side and how they plan to do that. Will there be an embankment for sound or trees, what is the plan on the site, that direction?

Mr. Fatemi: I believe there is a 60-foot easement between there and the highway, for the VA most of the building interior they have a good amount of soundproofing, we have to meet FCC ratings on the inside per VA specifications, I think 47-50, so the interior of the building will be quiet, per their design. In terms of landscaping, we haven't come up with the plan for that yet, once I get that submission, I can get back to you, but we are putting some trees or bushes on the highway side.

Mr. Finney: Your site plan does show a row of trees, obviously you haven't identified the species of trees.

Mr. Fatemi: Correct, probably native trees, but we haven't identified the specific species yet.

Mr. Finney: It appears that there will be an outdoor patio seating area, to the west side of the property, primarily for the staff, not the patients?

Mr. Fatemi: Yes.

Mr. Finney entertained a motion to approve the site plan as submitted; Mr. Hairston made the motion, and Mr. Smith seconded the motion.

ROLL CALL:	Mr. Barber	Yes
	Mr. Contant	Yes
	Mr. Hairston	Yes
	Mr. Jennings	Yes
	Mr. Smith	Yes

ALL AYES: Motion Approved

OLD BUSINESS: Airbnb Subcommittee

Mr. Finney: At the last meeting we discussed Ms. Laudato, Mr. Hairston and me getting together to further discuss Airbnb's, we have not done that. There is some brief email dialog, but we haven't forgotten about it.

Mr. Barber: You say you are going to be working on that, there is a little bit of pressure to get something moving on that, and you are aware of that? So, do we need to discuss this at the next meeting?

Mr. Finney: Yes, if possible, we will try to get together. At this point I have sent our existing code to Ms. Laudato and Mr. Hairston and asked that we start with what we currently have written for transient housing and modify our existing to what could be a workable document and come back to Planning Commission to further discuss. It is good starting point, so we don't have to start from scratch.

Mr. Barber: My concern is that I know that City Council is looking for something from us, and I'm sure the people in town, in that area are concerned about it as well.

Mr. Finney: Being a resident on that street, have there been any issues up to this point?

Mr. Barber: No, I have not.

Mr. Finney: Have you met the owner?

Mr. Barber: No, I was hoping to meet her at the last meeting.

Mr. Finney: She is cognizant enough of the situation to realize that she doesn't want to subject herself and she is a very intelligent lady that you would find enjoyable to speak to.

Mr. Barber: If she comes into town, tell her to knock on my door.

Mr. Finney: She claims that she lives there.

Mr. Jennings: Would it be a quick solution to restrict them (Airbnb's) to R-3 and R-4?

Mr. Finney: We currently have some on Main Street in the Central Business District already and in this case, R-2, but the difficult part is policing it, they could be utilizing a structure as an Airbnb six months before we even know about it. It doesn't show up on the County Auditor's website, someone complains and then we investigate. We deal with that with rentals; the tax address doesn't match so we try to get a hold of them, we want to be successful, and we should be collecting, as the ordinance states, transient housing. Another layer of the ordinance would be, what if they live there, is it an Airbnb is it a Bed and Breakfast, right now we consider them rental properties. The code does specifically state, "family plus two related," there is a work around for almost everything, but we are willing to work on it, we just have to keep those things in mind.

Mr. Finney entertained a motion to adjourn the meeting, Mr. Smith made a motion to adjourn the meeting and Mr. Hairston seconded.

ALL AYES: MEETING ADJOURNED

Next meeting March 25, 2025

Respectfully submitted,

Tiffany Holloway, Planning Commission Secretary