



CITY OF AVON

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REGULAR MEETING MINUTES AVON PLANNING COMMISSION MARCH 19, 2025, 7:00 P.M. CITY HALL COUNCIL CHAMBERS

The meeting was called to order by Chair Witherspoon at 7:02 p.m. in Council Chambers.

PUBLIC HEARINGS

1. Dunkin Donuts, 1200 Center Road, Special Use Permit

Polaris Engineering on behalf of BASP, LLC is requesting a positive recommendation to City Council for approval of a Special Use Permit for Dunkin Donuts to include a drive thru window at 1200 Center Road (PPN 04-00-016-101-070).

The Chair opened the public hearing at 7:02 p.m.

There were no comments from the audience

The Chair closed the public hearing at 7:03 p.m.

Chair Witherspoon introduced and welcomed Corey Barnes, the newest member to the Planning Commission. Mr. Malloy moved to another city and therefore submitted his resignation. He was a member of the Planning Commission for many years.

ROLL CALL

Present: Bryan Jensen, Mayor, Corey Barnes, Scott Radcliffe, Carolyn Witherspoon, Chair.
Staff: Jill Clements, Zoning Enforcement Officer, Ryan Cummins, City Engineer, John Gasior, Law Director, Duane Streater, Safety Director, Susan Pintz, Planning Commission and Zoning Secretary.

Absent: Bill Fitch, Pam Fechter, Econ. Dev./Planning Coordinator

REVIEW & CORRECTION OF MINUTES

Mr. Radcliffe moved, seconded by Mayor Jensen, to approve the minutes of the regular meeting held on February 19, 2025, and approve the minutes as published. The vote was: Mayor Jensen "yes", Mr. Barnes "yes", Mr. Radcliffe "yes", Mrs. Witherspoon "yes",

The vote was:

4 AYES

The Chair declared the motion passed.

REPORTS & CORRESPONDENCE

None

ADDITIONS & DELETIONS

None

1. Dunkin Donuts, 1200 Center Road, Final Development Plan, PL20250004

Polaris Engineering on behalf of BASP LLC is requesting approval of the Final Development Plan for 1,682 sq. ft donut and coffee shop at 1200 Center Road (PPN 04-00-016-101-070).

Chuck Szucs, Polaris Engineering, 34600 Chardon Road, Willoughby Hills, Ohio 44084.
Christopher Cook, Owner, BASP LLC, 8855 Clay Street, Montville, Ohio 44064.
Matt Cook, Owner, BASP LLC, 8855 Clay Street, Montville, Ohio 44064.

Mr. Szucs stated the proposed Dunkin Donuts at 1200 Center Road is similar to the Dunkin Donuts at 2355 Nagel Road. He has been working with city staff in the review process for the last 2 months. He said there have been several changes to the plans and what is presented would be the final development plan (Exhibit 1).

Mr. Cummins, Engineer, Chagrin Valley Engineering, reiterated that Mr. Szucs has been working with the staff and there have been several changes which include:

- Relocating the driveway further to the north to interfere less with the intersection at Schneider Court and Center Road.
- The applicant has made provisions for future development of the property to the rear which is being established with the Lot Split (Item 3) by providing access and utility easements and the like, the water mains and traffic flow can be handled when the property goes through development.

Mr. Cummins advised that all the comments on the Final Development Plan and the Lot Split have been addressed. He noted the draft easement documents were presented at the meeting tonight. Some of the documents are easements between parcel owners and internal access for the development area. There are also utility and sidewalk easement documents which would be to the city. He stated those documents would be under review by himself and John Gasior, Law Director. Mr. Cummins indicated that if Planning Commission wishes to proceed, he would request contingent approval be considered.

Mr. Radcliffe asked about the car stacking plan. He is not supportive of the left turn on Center Road and the possibly of cars stacking up in that area. He has visited the Dunkin Donuts on Nagel Road, and he observed the traffic backing up onto Nagel Road at times. He would like to obtain an understanding of the reasoning behind the order/drive thru location and if there are any thoughts to making that a right turn in and right turn out only. Mr. Radcliffe asked if there is a possibility of making the driveway at the west, where the exit would be a two-way traffic, and making that a one way only. He said he has concerns about the traffic in that area.

Mr. Szucs stated he and Mr. Cummins had the same concerns therefore a traffic study was completed. It was suggested that the southbound lane that turns into Schneider Court would be made a left turn into the Dunkin Donuts site and then also Schneider Court. A traffic report was submitted by TMS Engineering, and they supported the design that Polaris Engineering created. Mr. Szucs said there are probably 3 or 4 more cars that are stacked onto the Dunkin Donuts on Nagel Road because their driveway comes straight into the site and then pulls around. Mr. Szucs said he understands the traffic has been a concern and he was aware this issue would be presented. He believes the city code calls for a 10-car stacking requirement and the proposed design has a 21-car stacking.

Mr. Radcliffe said the code has a 10-car stacking requirement, but it stacks from the pickup window. The Dunkin Donuts at Nagel Road do not pull the cars forward until the order is taken. Therefore, cars are stacked from the order station and there is a significant amount of space from the order station to the pickup window. There are only 1-2 cars at the pickup window and the rest of the cars are backing up from the order station. Mr. Radcliffe noted there could be 10-15 cars backing up and then with the cars stacking past the parking spaces when cars are trying to back out of the parking spaces the cars stack even farther so cars coming from the road cannot enter the line and it becomes a mess.

Mr. Radcliffe likes the layout and the location of the site, but he has concerns about the traffic. He thinks the cars will be stacking up and not allowing people to have the left turn to be able to enter at the other driveway and then try to exit the site. He would welcome any other thoughts or options. He believes if the new site is as busy as the Nagel Road site there will be a car stacking issue onto Center Road and then extending onto Chester Road.

Mayor Jensen asked if the order station could be moved.

Mr. Christopher Cook said the proposed plan consisted of the option to go around to Schneider Court extension so that could potentially provide additional stacking at the rear of the site.

Mr. Szucs said he thinks if a car was coming from the south and made a right turn, he doesn't think they would necessarily turn right at the first driveway. However, if someone saw a lot of cars ready to turn right someone might continue straight and come around the building.

Mr. Radcliffe said that is what he would hope for, but the arrow allows the cars to turn left. He asked if it would be possible to eliminate that.

Mr. Szucs asked Mr. Radcliffe, is he requesting to remove the internal left turn, so anyone who turns right into the site must circle the building. Mr. Szucs said that scenario could be possible.

Mr. Radcliffe said there could be issues with that design also.

Mayor Jensen asked the number of cars stacking to the order spot.

Mr. Szucs responded 19.

Mayor Jensen asked if that number is from the order station. He is not asking for the total number of stackings; he is asking for the number of stackings from the order station.

Mr. Szucs responded with 11 cars stacking plus 2 waiting spots.

Mayor Jensen asked if the order station could be moved forward 2 spots and there would be additional stacking behind the order station. He is hoping the service will be better than the Dunkin Donuts at State Route 611.

Mr. Christopher Cook said as a corporate operated establishment there are more guidelines that are followed to make it more efficient.

Mayor Jensen stated the car stacking and potential traffic issue is a major concern.

Mr. Szucs said they could ask the corporate office if they would be willing to relocate the order station. He doesn't know if the operations they will have in place will cause an ordering/pick up delay.

Mr. Christopher Cook stated the corporate office is particular in the way the store operations are managed, and they have a specific procedure.

Mr. Radcliffe indicated that the Dunkin Donuts at State Route 611 will take the order at the order station but then tell the customer to wait and let the cars continue to stack versus taking the order and moving the customer forward towards the pickup window and letting the traffic pass through.

Mr. Christopher Cook replied that he understood Mr. Radcliffe's position and concern.

Mr. Szucs said that they can consult the Dunkin Donuts corporate store about removing the left turn.

Mayor Jensen asked Mr. Gasior if there is a way to indicate that if this plan doesn't work, it would be suggested that we can have the applicant return to the Planning Commission and discuss moving the order station or determining a different configuration. He thinks that the order station location can be a potential issue for the cars backing up and having the gap in the front doesn't really help resolve the issue. However, if there is not a gap between the order station and the pickup window, he thinks there is sufficient stacking but if the customer is behind the order station and waiting to pull up that can be an issue.

Mr. Gasior said Item 2, Special Use Permit, is where the issue of drive thru and car stacking would be addressed.

Mayor Jensen said if everything works, he thinks it would be great. Although he is aware of service issues at the Dunkin Donuts at State Route 611, in which the cars are stopped at the order station not the pickup window. He is not sure what the policies are at that location as far as moving the cars through the order station to the pickup window.

Mr. Szucs said they will let that location know of the traffic issues that have been discussed at this meeting.

Mr. Barnes noted as Mr. Radcliffe indicated the potential for eliminating the quick entry into the site and then a left turn to the site. Mr. Barnes said it would then require signage after the order is picked up, indicating a right turn to Center Road. He indicated there needs to be signage to navigate the customer to the main road.

Mr. Gasior asked if the western lot line in that area comes all the way out to Schneider Court.

Mr. Szucs replied that is correct. He said that area lined up with the west line of the Take 5 Car Wash property.

Mr. Gasior asked if a customer missed the turn could they exit from the rear of that property and still make a left turn to the main road.

Mr. Szucs replied that is correct.

Mayor Jensen stated if everything is working then there should not be an issue. He understands at times people become impatient when they enter the site and will look for the quickest way to get into the order station line. He said he hopes the business will be successful.

Mr. Christopher Cook appreciated Mayor Jensen's kind words.

Mr. Barnes believes if someone proceeded to the back road and tried to get a car wash on Schneider Court, there would be cones set up to guide the customer toward the parking area. However, if someone proceeds to the incorrect lane the individual may have difficulty navigating in reverse because it's a long lane to back out. He suggested maybe being a good neighbor and having a discussion with adjacent property owners about the cones being relocated as someone may try to use the back entrance and could get into the car wash line inadvertently.

Mr. Christopher Cook stated that he understood and will address the cone designation.

Mr. Cummins added the applicant did agree to correct the stop conditions at the current access drive outside of the car wash, but he is not certain there are stop signs there and certainly not 3 way stop signs. He knows that has been a concern that has been raised previously. They show stop bars and stop signs, and a 3 way stop to help improve that as well.

Mr. Radcliffe moved, seconded by Mayor Jensen, to suspend the rules. The vote was: "AYES" all. The Chair declared the motion passed.

Mr. Barnes asked if there would be any outdoor seating.

Mr. Christopher Cook said he does not see anything in the plans indicating outdoor seating.

Mayor Jensen stated if the outdoor seating is not included the applicant would need to return to Planning Commission for a Special Use Permit to request outdoor seating.

There were no further comments.

Mr. Radcliffe moved, seconded by Mayor Jensen, to approve the Final Development Plan for a 1,682 sq. ft donut and coffee shop at 1200 Center Road (PPN 04-00-016-101-070) contingent on final engineering and legal approval. The vote was: "AYES" all. The Chair declared the motion passed.

2. Dunkin Donuts, 1200 Center Road, Special Use Permit, PL20250006

Polaris Engineering on behalf of BASP LLC is requesting a positive recommendation to City Council for approval of a Special Use Permit for Dunkin Donuts to include a drive thru at 1200 Center Road (PPN 04-00-016-101-070).

Mayor Jensen indicated that he wanted to make the applicant aware, if there was a problem with the order station location and stacking issue the applicant may be required to return to Planning Commission to resolve the issue. The commission approves a recommendation to City County of the Special Use Permit and City Council would approve the Special Use Permit. If there is an issue at City Council, they would recommend the Special Use Permit item back to Planning Commission because it wasn't working the way it was supposed. Then

the city and applicant can work together to find either a different location or a different way to correct the issue. Whether the resolution would be to block cars off from coming left so they would need to go around the building or something else. He wanted to make the applicant aware of the process.

Mr. Christopher Cook replied he understood.

Mr. Cummins had no further comments.

Mr. Radcliffe stated if this can be kept efficient there would be no further issues but if not then there could be further discussion.

There were no further comments.

(Exhibit 2 displayed)

Mr. Radcliffe moved, seconded by Mayor Jensen, to suspend the rules. The vote was: "AYES" all. The Chair declared the motion passed.

Mr. Radcliffe moved, seconded by Mayor Jensen, to approve a positive recommendation to City Council for the approval of a Special Use Permit for Dunkin Donuts to include a drive thru at 1200 Center Road (PPN 04-00-016-101-070). The vote was: "AYES" all. The Chair declared the motion passed.

3. Dunkin Donuts, 1200 Center Road, Lot Split, PL20250005

Polaris Engineering on behalf of BASP LLC is requesting approval to split 2.2483 acres of PPN 04-00-016-101-070 into 2 parcels with Parcel A at 1.2351 acres and Parcel B at 1.0132 acres.

Mr. Cummins stated the Lot Split plan and legal descriptions have been reviewed and would recommend approval.

Mayor Jensen asked Mr. Cummins if this is not approved tonight could the project move forward?

Mr. Cummins replied yes as they are on a stand-alone parcel.

Mayor Jensen asked if the driveway was on the other side of one of the parcels.

Mr. Cummins replied that is correct.

Mayor Jensen was questioning the order of the items and if the Lot Split should have been first and then allowed them to move forward.

Mr. Cummins said this is setting up the future development plan.

Mr. Gasior indicated this is what the easements are about and that is how this would be resolved.

Mr. Szucs had no questions.

Mr. Radcliffe moved, seconded by Mayor Jensen, to suspend the rules. The vote was: "AYES" all. The Chair declared the motion passed.

Mr. Gasior asked Mr. Szucs when the Lot Splits would be recorded.

Mr. Christopher Cook said shortly after the project is approved.

Mr. Gasior said the easements can be reviewed and approved rather quickly.

Mr. Christopher Cook asked if April 14 would be the City Council meeting to approve the Special Use Permit.

Mr. Gasior replied that is correct.

Mr. Christopher Cook said they would record the lot splits after the April 14th City Council meeting.

Mr. Gasior asked Mr. Cook if a representative from Dunkin Donuts would be at the City Council meeting for the Special Use Permit.

Mr. Christopher Cook said he owns the property; Dunkin Donuts will lease it, and he will be at the City Council meeting representing Dunkin Donuts.

Mr. Gasior said when he prepares the Special Use Permit ordinance, he would list BASP LLC as the owner and list a tenant like Dunkin Donuts.

Mr. Szucs asked if a tenant needs an easement even though BASP LLC owns both parcels.

Mr. Gasior said in the Special Use Permit ordinance owner and tenant are listed. The property owner obtains the Special Use Permit.

Mr. Szucs asked if BASP LLC needs to grant any easements to Dunkin Donuts since they own the property.

Mr. Gasior said the easements are granted by the property owner.

Mr. Cummins stated he assumed that was part of the lease agreement to identify how they are using the site.

Mr. Gasior said they will encumber the lot, and he doesn't know if that affects the lease at all.

Mayor Jensen stated the Special Use Permit is attached to the business, so if Dunkin Donuts leaves that location and other businesses come in there would need to be an amendment to the Special Use Permit for a new tenant.

There were no further comments.

(Exhibit 3 displayed)

Mr. Radcliffe moved, seconded by Mayor Jensen, to approve a Lot Split of 2.2483 acres of PPN 04-00-016-101-070 into 2 parcels with Parcel A at 1.2351 acres and Parcel B at 1.0132 acres. The vote was: "AYES" all. The Chair declared the motion passed.

Chair Witherspoon stated there is one housekeeping item that needs to be addressed. Mr. Malloy was the Vice Chair of the Planning Commission and said that a nomination needs to be made to fill that position.

Mayor Jensen moved, seconded by Mr. Barnes, to nominate Scott Radcliffe as Vice Chair of the Planning Commission. The vote was: "AYES" all. The Chair declared the motion passed.

COMMENTS

Mayor Jensen wanted to thank Mr. Malloy for his service with the City. He said one doesn't realize how fast time goes by and when he was a councilman Mr. Malloy was on Planning Commission. He appreciates Mr. Malloy's time and service, and he believes that Mr. Malloy's many years at Planning Commission should be memorialized.

Mr. Barnes had no comments.

Mr. Radcliffe said it was great working with Mr. Malloy and welcomed Mr. Barnes.

Mr. Cummins welcomed Mr. Barnes and thanked Mr. Malloy.

Mr. Gasior said Mr. Malloy had been with the city longer than himself and he was a good member of the Planning Commission, and he wished him well. Mr. Gasior welcomed Mr. Barnes, and he thinks he will do a great job.

Ms. Clements welcomed Mr. Barnes.

Mr. Streator welcomed Mr. Barnes and looks forward to working with him.

Chair Witherspoon welcomed Mr. Barnes earlier in the meeting and had no comments.

No comments from the audience

ADJOURN

Mr. Radcliffe moved, seconded by Mayor Jensen, to adjourn. The vote was: "AYES" all. The Chair declared the motion passed. The meeting was adjourned at 7:27 p.m.


Carolyn Witherspoon, Chair
Planning Commission


Susan Pintz, Planning Commission and
Zoning Secretary

4-16-25
Date

FINAL DEVELOPMENT PLAN
FOR
DUNKIN' DONUTS
1200 CENTER ROAD
P.P.N. 04-00-016-101-070
CITY OF AVON - LORAIN COUNTY - OHIO
MARCH, 2025

DESIGNED BY:



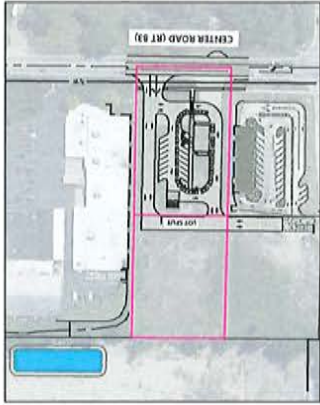
POLARIS ENGINEERING & SURVEYING, INC.
34605 CHARLTON ROAD - SUITE D
MILLSBORO, OHIO 44894
(440) 299-4444 (ext. 144) (440) 299-4444 (fax)
www.polaris-es.com

DEVELOPED BY:

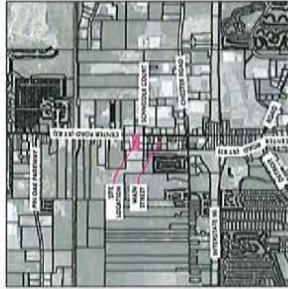
BASP LLC
8855 CLAY STREET
MONTVILLE, OH 44064
PHONE: (440) 667-6470
CONTACT: CHRIS COOK
EMAIL: COOK6505@YAHOO.COM

DRAWING INDEX

DESCRIPTION	SHEET NO.
TITLE SHEET	1
OVERALL DEVELOPMENT PLAN	2
EX. CONDITIONS & DEMO	3
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SWP3 DETAILS	8
NOTES & DETAILS	9-11
AUTOTURN ANALYSIS	AT-1
LANDSCAPE PLAN	L-1



SITE MAP
N.T.S.



VICINITY MAP
N.T.S.

APPROVALS

APPROVED BY THE CITY OF AVON, OHIO: _____
BY: RYAN E. CLAMMING, P.E. DATE: _____
CITY OF AVON ENGINEER
BY: EMILY MANSON DATE: _____
CITY OF AVON CHIEF BUILDING OFFICIAL
BY: JAMES REED DATE: _____
CITY OF AVON PLANNING COORDINATOR

TITLE SHEET



Charles W. Seizus DATE: 03/19/25
CHARLES W. SEIZUS P.E. # 36525

CONTRACT NO.	24285
SHEET	01
OF	11

[illegible]

PROPOSED EASEMENT

EXISTING EASEMENT

[illegible][illegible]

EXHIBIT 1-DUNKIN DONUTS

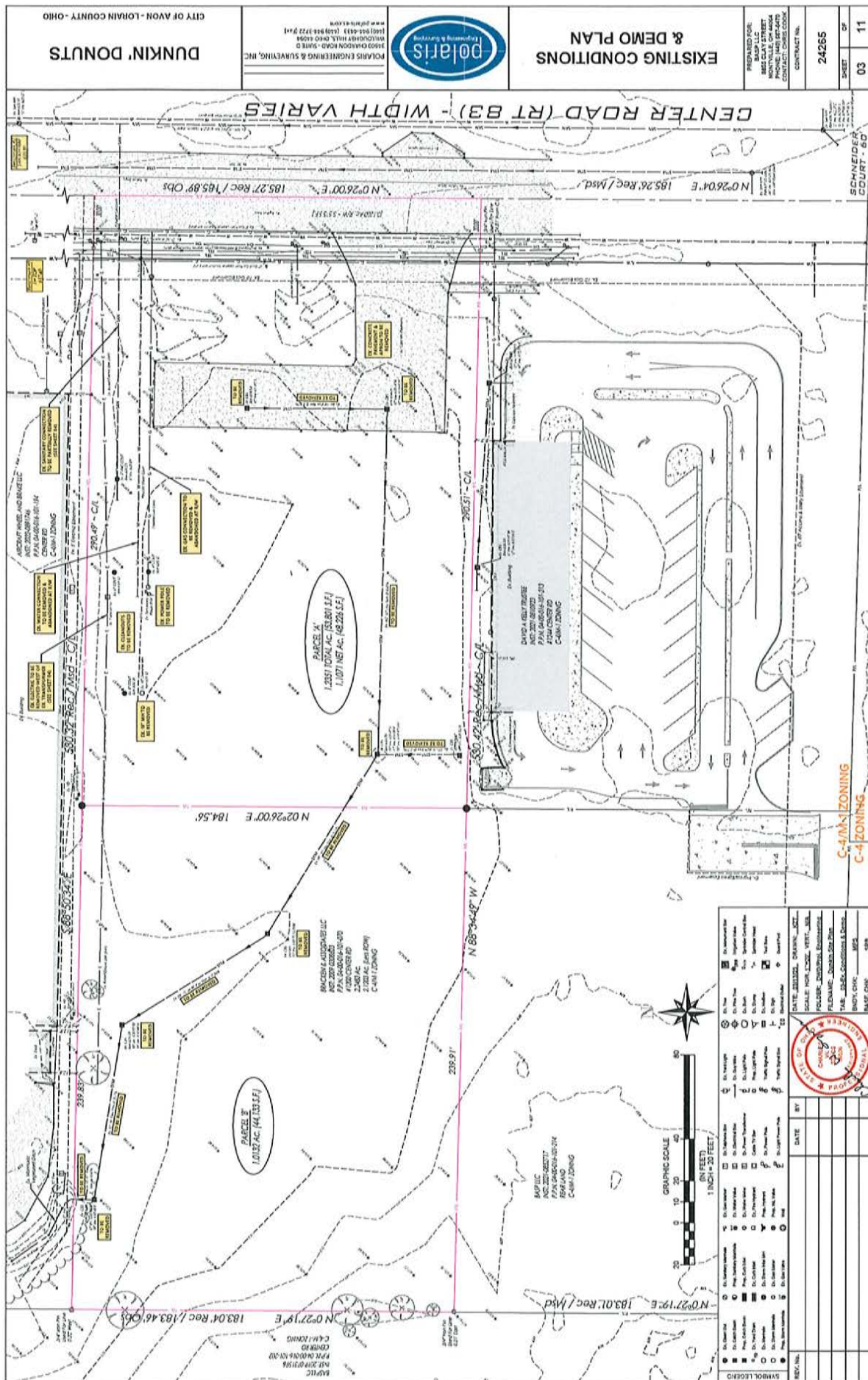
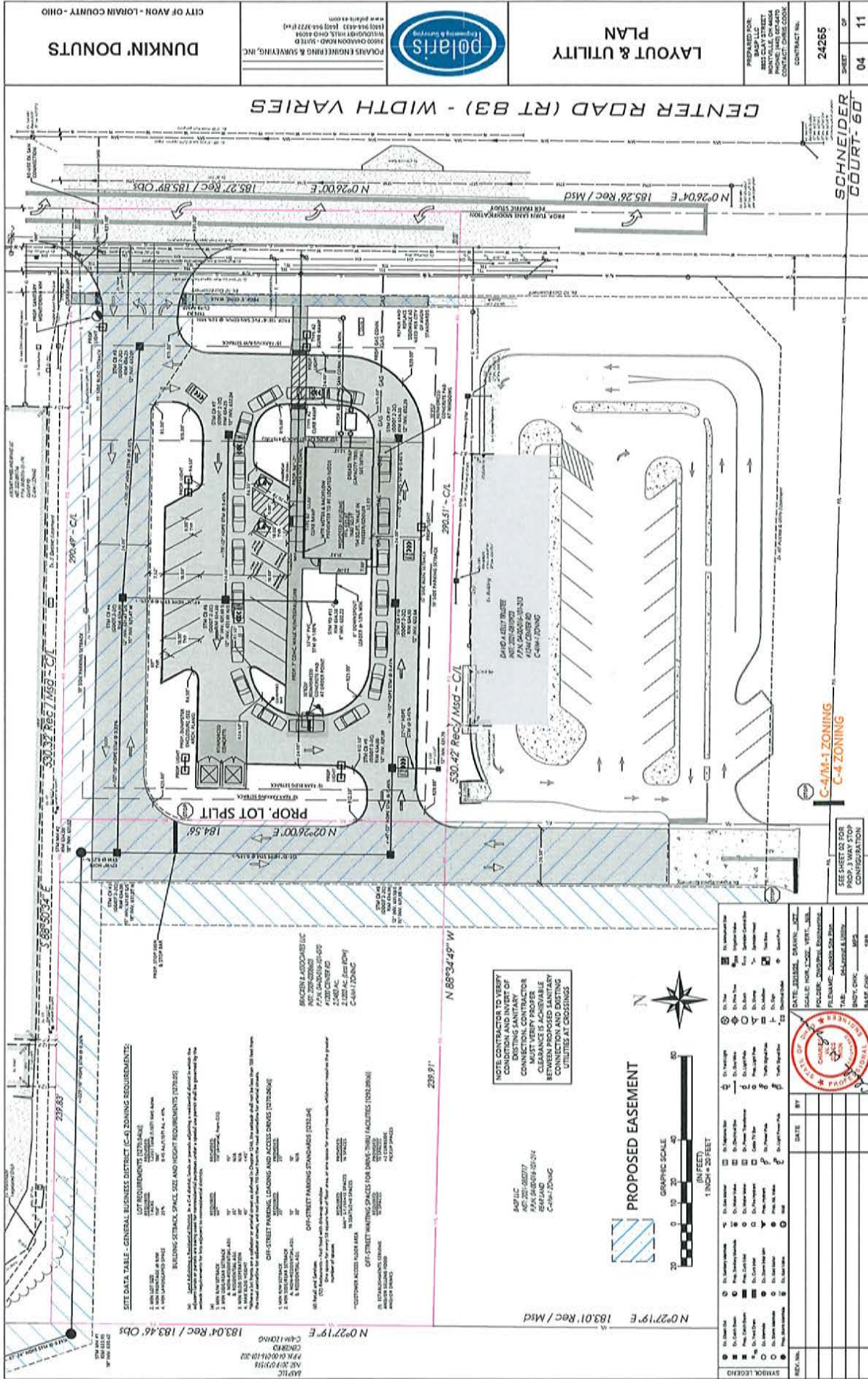


EXHIBIT 1-DUNKIN' DONUTS



CENTER ROAD (RT 83) - WIDTH VARIES

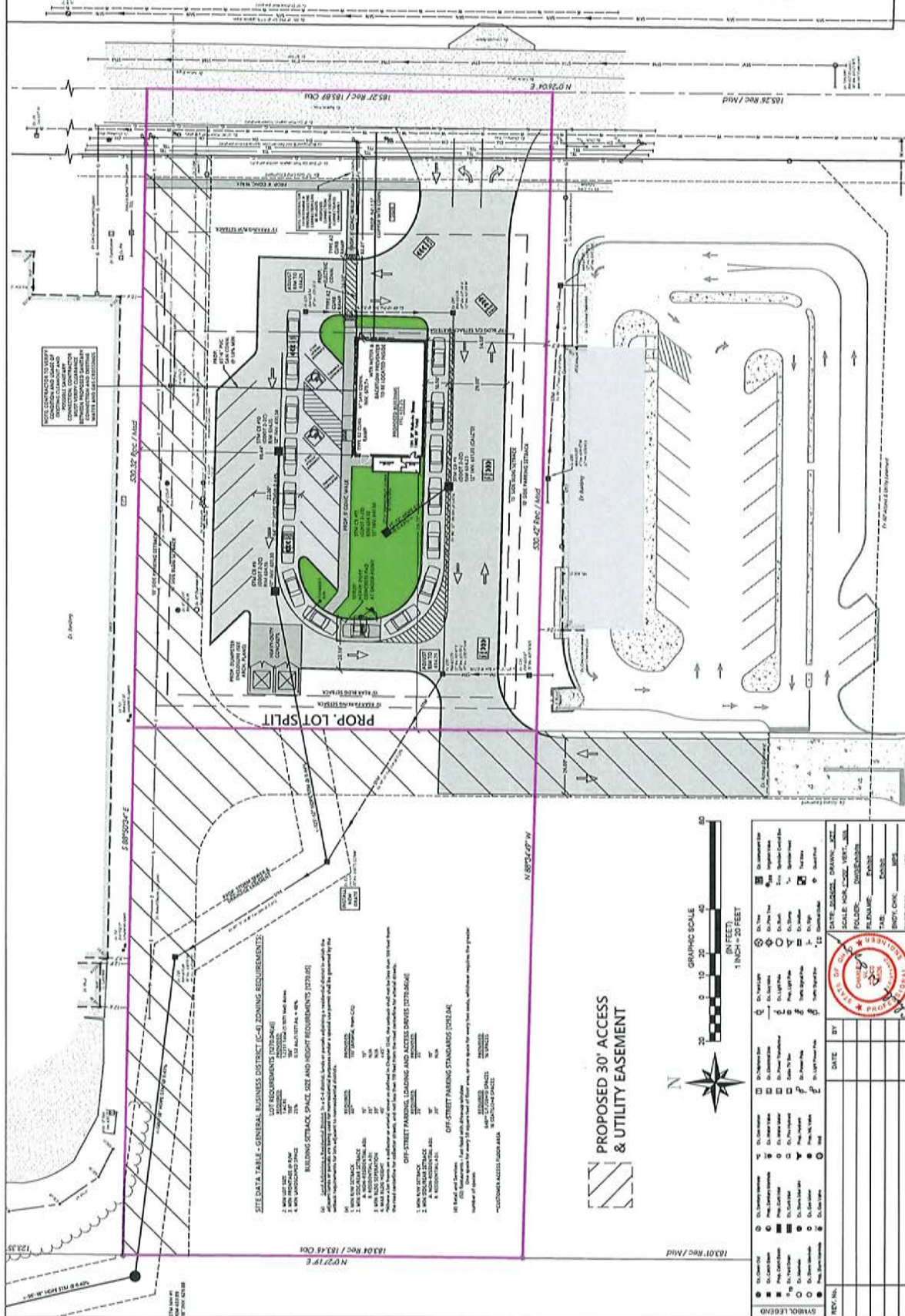


EXHIBIT 2-DUNKIN DONUTS

Plat of Lot Split

March, 2025 Scale 1"=30'

[illegible]

Michael P. Spella
MICHAEL P. SPELLA
OHIO PROFESSIONAL SURVEYOR #8169
DATE: 3/13/2025

SCHNEIDER
COURT
60'

CONTRACT NO.	24265
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Revisions:
Revised per comments - Avon City Engineer - 2/25/25
Added 20' UNIV Font, Sidewalk Est. Revised Storm Emf - 3/13/25

DATE _____ SUBJECT _____
CALL NO. _____ PAGE _____
VOL. _____ NIA _____
OLDER: DWG/GUNNY _____
RENAME: LS Piel _____
AL: G-Piel _____