



MEMORANDUM

To: Addie Balester, Clerk of Council; Member of City Council

From: Brooke Siggers, Planning Commission Secretary

Date: November 14, 2025

Re: Planning Commission Recommendation concerning
Ordinances No. 226-2025 and Ordinances No. 227-2025

The Planning Commission recognizes that Severance Town Center is located in the heart of Cleveland Heights and its redevelopment and reimagination is central to the future of the City. The Planning Commission further recognizes that zoning changes are necessary to effectuate that redevelopment.

Chapter 1119 of the Codified Ordinances contains the regulations regarding zoning text amendments and zoning map changes. As part of the procedures contained in Chapter 1119 and pursuant to Section 1119.03, after the introduction of an amending Ordinance by Council, such amending Ordinance shall be transmitted to the Planning Commission for its consideration and recommendation. Pursuant to Section 1119.04, the Planning Commission shall be allowed a reasonable time, not less than thirty (30) days and nor more than sixty (60) days, for its consideration and recommendations. The Planning Commission may recommend to Council that the zoning map changes/zoning text amendments be approved as submitted to the Planning Commission, or that they be modified, or that they be denied. Pursuant to State law contained in ORC 713.12, Council can only hold a required public hearing on zoning changes after it has the Planning Commission's recommendation for at least thirty (30) days.

At the November 3, 2025 City Council meeting, Council introduced Ordinances No. 226-2025 and 227-2025 to change the Zoning Map of Cleveland Heights and zoning text amendments and referred them to the Planning Commission. On November 12, 2025, during its regularly scheduled November meeting, the Planning Commission held a Public Hearing on Ordinance No. 226-2025 and Ordinance No. 227-2025. The Planning Commission heard presentations from the Petitioner and staff, heard public comments, and reviewed and discussed the zoning map change and zoning text amendment. As an important element of our City's future and the complexity of the proposed zoning changes, the Planning Commission expressed its consternation at having to review the

extensive proposal and provide the recommendation in one (1) meeting to respect the time limit that the State law requires for a public hearing to occur before the end of the calendar year. After significant discussion during the meeting, the Planning Commission ultimately recognized the desire to continue the public conversation and that its recommendation was necessary for the Council public hearing to proceed.

The Planning Commission approved by motion (5 in favor, 1 opposed, and 1 abstained) to recommend that City Council consider for approval Ordinances No. 226-2025 and No. 227-2025 with the specific recommendations that are included with this memorandum as **Attachment A**.

The Planning Commission has requested that staff provide this recommendation to City Council via the Clerk of Council on November 14, 2025 in order to fulfill its compliance with Section 1119.04 and ORC 713.12. The Planning Commission further requested that staff provide to City Council updated exhibits under a separate cover that reflect their recommendations in advance of the November 17, 2025 joint meeting of the Committee of the Whole and the Planning and Development Committee.

In making this recommendation, the Planning Commission intends, and reserves the right, to further comment on these ordinances and recommend specific changes with the expectation that Council will carefully consider those recommendations for inclusion in the final ordinances. At the regularly scheduled December 10, 2025 Planning Commission meeting, the Planning Commission intends to further discuss this legislation, including, but not limited to, the civic spaces element, parking, and general standards. Out of that meeting, the Planning Commission expects to provide additional comments to City Council in advance of the scheduled December 15, 2025 Council Public Hearing.

Attachment A

Planning Commission Comments on Ordinance No. 226-2025, Exhibits A & B

Page number refers to small page number in the corner of the page within Exhibit B.

SECTION	COMMENT
Page 1 Chapter 1149.02	<p>A revision to the following sentence might be considered: “The language of the Severance Overlay Zone and its defined district(s) <u>shall</u> be in alignment with the City of Cleveland Heights’ adopted Master Plan”. Use of the word “<i>shall</i>” means <i>mandatory</i> alignment with the Master Plan. Master Plans are meant to be a guide to zoning regulations and not a mandate to be strictly followed.</p> <p>Proposed new sentence: “The language of the Severance Overlay Zone and its defined district(s) <u>may relate to</u> the City of Cleveland Heights’ adopted Master Plan.”</p>
Page 1 Chapter 1149.03	<p>E. says “The option to develop under Chapter 1149 is deinfed” – should say “<i>defined</i>” instead</p>
Page 1 Chapter 1149.03 B	<p>Section 1149.03 B. (page 1): The first sentence may be confusing to the reader.</p> <p>Proposed new sentence: “The Severance Overlay Zone and the defined district(s) within in it do not replace the underlying zoning rules and regulations that currently exist in Cleveland Heights except where an application to proceed with development under Chapter 1149 is approved by the Planning Commission.”</p>
Page 1 Chapter 1149.03 C	<ul style="list-style-type: none">Proposed insertion: add at the end of that sentence, “...and the application is approved pursuant to Chapter 1149.”
Page 3 Chapter 1149.11 B	<ul style="list-style-type: none">Format so it is clear that the District Standards Legend is 1149B(1) and the additional statements above the District Standards Map are 1149B(2), 1149B(3), and 1149B(4)
Page 3 Chapter 1149.11 B District Standards Map	<ul style="list-style-type: none">Format to make the District Standards Map more readable by having the Map and the Legend symbols and colors match:<ul style="list-style-type: none">The colors for the “Severance Overlay Zone Boundary” and “Retail or Office Required”The size of the dashes for “Pedestrian Path Required”The color and symbology for “Protected Area”

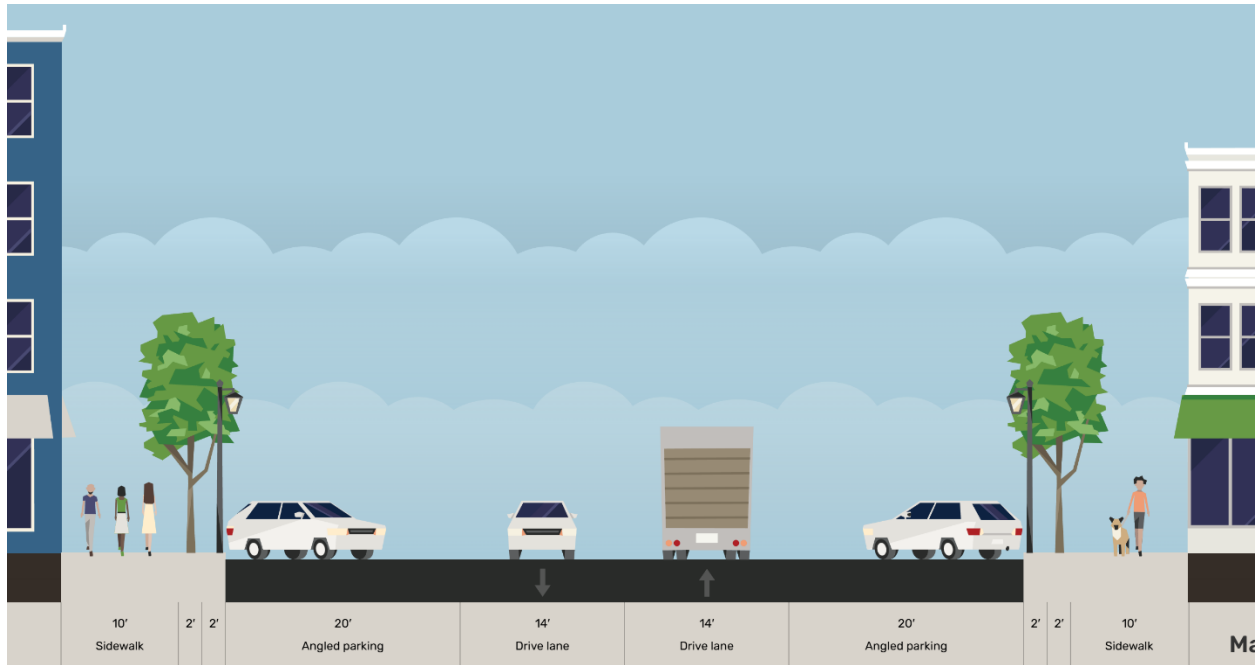
	<ul style="list-style-type: none"> The shades of purple for SO-1 and SO-2 are very close and could become an accessibility issue if printed in black and white; change the colors
<p>Page 4</p> <p>Chapter 1149.11 C (2)</p> <p>Street Types Map</p>	<ul style="list-style-type: none"> Change the roadway types for the Staunton Road Extension and connector to Crest Road to a P Street (Pedestrian Path); rename roadways accordingly
<p>Page 7</p> <p>Chapter 1149.12 B</p>	<ul style="list-style-type: none"> In the Public and Private Frontage Standards table, Street Types Add a statement making it clear that the “Street Type A” standards applies to all “A” streets, “A1, A2, A3 and A4”; and that the Street Type C standards applies to all “C” streets “C1,C2,C3 and C4”; and that Street Type D standards applies to all “D” streets “D1,D2,D3 and D4” and that the Street Type “P” standards apply to all “P” streets “P1, P2, and P3”.
<p>Page 11</p> <p>Chapter 1149.21 A Table of Permitted Uses</p>	<ul style="list-style-type: none"> Under Office change Research and Development from a P (Permitted Use) to CU (Conditionally Permitted Use) in the SO-1/SO-2 districts Under Residential add Single-family/detached and Two Family in SO-3 as CU (Conditionally Permitted) (MPACT to develop standards before next Planning Commission Meeting) Under Residential add Community Room as A (Accessory Use) in SO-1/SO-2 and SO-3 Under Arts & Culture change Museum and Art Gallery from a P (Permitted Use) to CU (Conditionally permitted) Under Institutional change Religious/Charity from X (Not Allowed) to CU (Conditionally Permitted) in the SO-3 District; change it from CU to P in the SO-1 and SO-2 Districts to be consistent with other Institutional Uses Under Light Industrial remove Data Information Center (not to be allowed in any of the districts)
<p>Page 12, 14</p> <p>Chapter 1149.21B</p>	<ul style="list-style-type: none"> It is not immediately clear that this table is referring to affordable housing requirements until page 14. A statement referring to 1149.22 should be added. The program thresholds section states that residential development is governed by cumulative unit thresholds. The threshold numbers should be updated to be cumulative.
<p>Page 20</p> <p>Chapter 1149.26 A (3)(b)</p> <p>District Parking Standards & Placement</p>	<ul style="list-style-type: none"> “On-Street parking spaces along the frontage of a lot, shall count towards satisfying total parking demand for a site.” Add “for non-residential uses” to this sentence.

<p>Page 22 Chapter 1149.26D(4)</p>	<p>“The following parking space reductions from the total requirements may be granted by the Planning Commission (not Zoning Administrator)</p>
<p>Page 24 1149.31 Site Plan Submission Requirements</p>	<ul style="list-style-type: none"> • Add B.(12) “Encroachments into the Public Right-of Way. If a site plan includes any amenity, structure, use, feature or similar such items that would encroach into the public right-of-way, a license agreement between the property owner and the City of Cleveland Heights in a form provided by the City shall be included in the site plan application. Such license agreement shall be required to be executed by the parties upon the site plan receiving final approval.” • Revise C to read “The Zoning Administrator may waive certain submission requirements that are <u>not applicable to the</u> proposed development.”
<p>Page 24 Chapter 1149.32 Preliminary Application Process</p>	<ul style="list-style-type: none"> • Add the definition of TAC should to Section 1103.03(b) [Exhibit A] • Add composition of the TAC: “The TAC will consist of: the Zoning Administrator, the Public Works Director, the Fire Chief, the Police Chief, the Chair of the Planning Commission, Council Planning and Development Committee Chair, and the Chair of the Architectural Board of Review. TAC members may elect to send a representative in their place.”
<p>Page 25 Chapter 1149.33</p>	<ul style="list-style-type: none"> • Section C states that the ABR provides written comments and recommendations to the Planning Commission. The Planning Commission should be allowed to impose design review conditions based on comments from the ABR. Add this power for the Planning Commission in Section 1111.06(b)(12). [Exhibit A]
<p>Page 25 Chapter 1149.33</p>	<ul style="list-style-type: none"> • Section D states that the Planning Commission shall render a decision to approve, approve with procedural conditions, or deny the Site Plan with <i>forty-five</i> days. • Revise D to read “Planning Commission Decision. The Planning Commission shall render a decision to approve, approve with <u>conditions</u>, or deny the Site Plan within <u>sixty (60)</u> days of the later of:”
<p>Page 26 Chapter 1149.35</p>	<ul style="list-style-type: none"> • Chapter amendments should follow the established Zoning Code Amendment process, Chapter 1119.

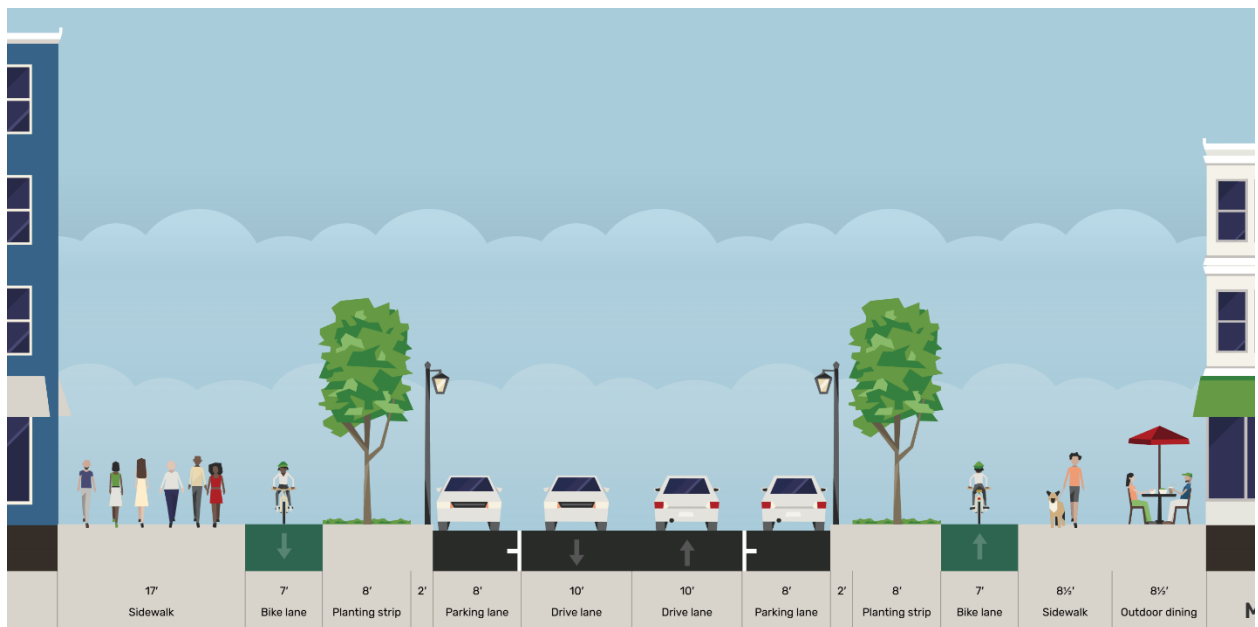
<p>Page 29</p> <p>Chapter 1149.43 A</p> <p>Street A-1</p>	<ul style="list-style-type: none"> • There should be a dimension on the bike lane (BL) in the graphic. The standards call out a dimension for "PB." The graphic and the dimensions should be consistent.
<p>Pages 37-49</p> <p>1149.43A -1149.43M</p> <p>Street</p>	<ul style="list-style-type: none"> • Recommend Drive Lane (DL) have maximum width of 10 feet. (diagram is last 2 pages of Attachment A)
<p>Page 51</p> <p>Chapter 1149.45 B</p> <p>Pedestrian Clearway</p> <p>Design Standards</p>	<ul style="list-style-type: none"> • Remove Note (3) stating "Pavement materials shall be approved by the Architectural Board of Review"
<p>Page 66</p> <p>Chapter 1149.48 I Edging</p> <p>Element Design</p> <p>Standards</p>	<ul style="list-style-type: none"> • Correct numbering: Landscape Edge should be EE-5
<p>Global within Chapter</p> <p>1149</p>	<ul style="list-style-type: none"> • Capitalize Zoning Administrator

Severance B-1 Design Comparison

MPACT Proposed Design

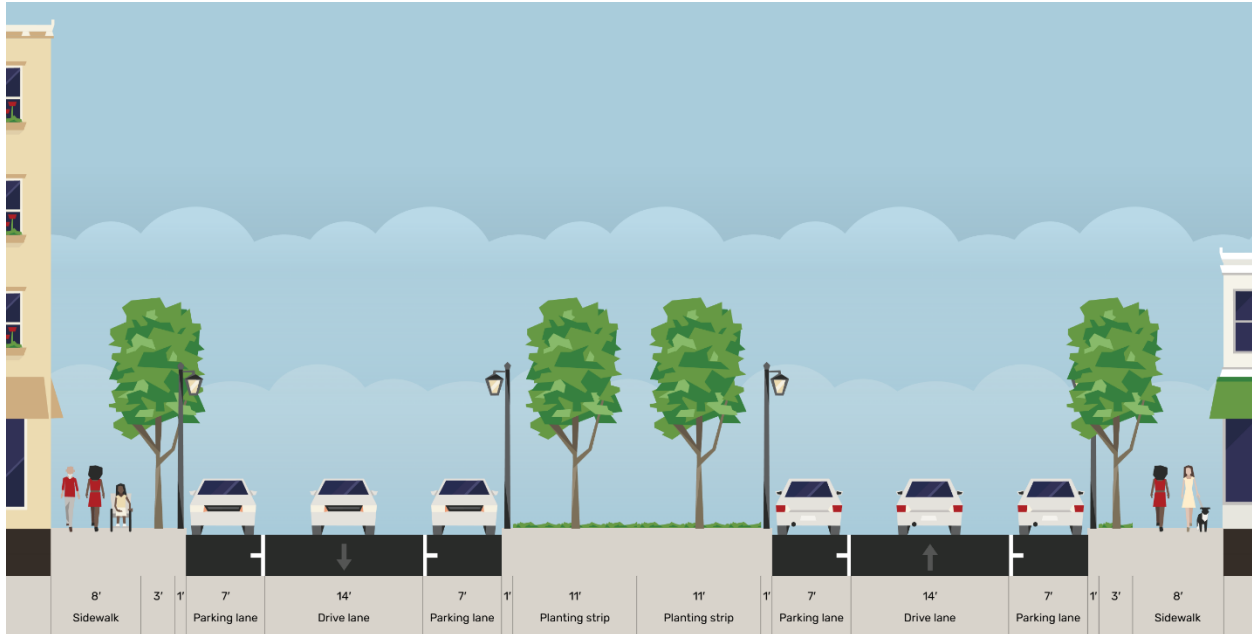


TMC Proposed Design



Severance C-4 Design Comparison

MPACT Proposed Design



TMC Proposed Design

