



## Village of South Russell

5205 Chillicothe Road  
South Russell, Ohio 44022  
440-338-6700

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**PLANNING COMMISSION MEETING  
MINUTES  
JANUARY 12, 2023  
7:30pm**

**Members Present:** James Flaiz, Acting Chairman, Mark Porter, Mayor William Koons, Ph.D.,  
Elisa Budoff

**Member Absent:** Steve Latkovic

**Other Officials:** Bridey Matheney, Solicitor; Rich Washington, CT Consultants; Ruth Griswold, Board  
Secretary

**Visitors:** Greg Bruhn, 169 Chestnut Lane; Phyllis Marino, 124 Southwyck Drive; Brad Fink, 905  
Bell Road

**Mayor Koons made a motion to have Mr. Flaiz serve as Acting Chairman. Mr. Porter seconded. On roll  
call vote, motion carried unanimously.**

Meeting called to order by Mr. Flaiz at 7:30pm.

Ruth Griswold conducted roll call.

**Mr. Flaiz said there are three sets of minutes to be addressed tonight and they could all be approved at  
once. Mayor Koons motioned to approve the minutes from the Special Planning Commission meeting  
held on December 8, 2022, and from the Public Hearing and Special Planning Commission meetings held  
on December 12, 2022. Mr. Porter seconded. On roll call vote, motion carried unanimously.**

### **Agenda Item 1: Manor Brook Landscape**

**PC Case #22-03-C:** Discussion and Review of the Preliminary Landscape Plan for Manor Brook. Presented by  
Rich Washington, Landscape Architect with CT Consultants.

Mr. Flaiz asked Rich Washington to begin his presentation. Mr. Washington said the meeting held at the Manor  
Brook site on December 8, 2022, was beneficial since it allowed the opportunity to see the views and also what  
had been actually cleared from the site. The discussion after the site meeting provided further direction.

He noted that the original plan showed a double row of 8' staggered evergreens. He referred to the display on the screens, and said the revised plan proposes a triple row of evergreens, staggered to have ten 8' tall evergreens planted on the perimeter, and then planting five 12' tall evergreens in the center to provide height and girth to fill in some gaps. He said although the discussions had also included providing additional mounding, after speaking with the engineers, their recommendation was to avoid adding any more fill on top of the culvert pipe. The hope is that planting the 12' tall evergreens in the middle would also make up for not having any increased height on the mound.

Mr. Washington went on to say that the new trees were sited so as to not interfere with the root zones of any existing trees. He said the 5 large trees would be Norway Spruce, which grow nice and wide and have an upright sweeping habit, and the 10 remaining trees would be White Spruce, which is a good heavy spruce. The trees would be spaced about 12-15' apart to get good air circulation, which is important in order for them to thrive. He said the Norway Spruce can get as high as 50' tall, and the White Spruce can grow to a height of about 40'.

Mr. Porter asked about the cost of the trees. Mr. Washington said the cost will most likely be between \$14,000-\$16,000, which includes bringing the trees to the site and planting them. There would be a mulch bed created around the trees, and a one-year warranty would also apply.

Mayor Koons asked if this proposal was overkill. He said the Village is going above and beyond what is normally done. Mr. Washington said over the years, many plantings in the area have been cut down and not replaced by the HOA. He said, as a result, the present landscaping is not what it was in the past. There are also currently a number of trees that need replacing as well. He feels that the replacement landscaping will be a lot denser than the original landscape plan.

Mayor Koons said he doesn't see what more could be done. Mr. Washington said he does not think adding another row of trees would help, and if you were to add larger trees, there would have to be less of them, and they are also difficult to find. The chance of survivability also decreases with the larger sized trees. He went on to say that the 8'trees produce faster growth than the 12' trees in the same amount of time.

Mr. Flaiz said he would like to see the approximate 20' gap between the easement and the end of the mound be addressed, as had come up in past discussions. He thought adding some trees in that area would help close the gap by extending the tree line near the road. He said he does think the revised plan is great.

Mr. Washington said he believes the plan as presented will provide a fairly immediate impact.

Ms. Budoff asked Mr. Washington if he was able to go look at the trees were planted at the property south of Village Hall, and if so, what type and height are they. Mr. Washington said he did view the property as suggested, and they are about 10' tall, about 10-12' apart, with a mix of white pine and spruce.

Mayor Koons asked what type of replacement landscaping Mr. Washington would suggest to the HOA. Mr. Washington said he would advise them to keep it to a mix of fir and pine trees, while staying away from Blue Spruce and Austrian Pine, stagger them and plant them no closer than 15' apart. He said adding a mix of native shrubs that are dense and can grow to be 10-12' tall would be beneficial. A landscape plan should also offer a variety of plant material to provide seasonal interest and screening.

Mr. Porter referred to the topographical map and noted that there is a 5' differential from the road to the top of the mound, and trees growing above that should create significant coverage from the road, and from the houses to the road. He asked Mr. Flaiz if they should move to approve.

Mr. Flaiz said his only comment, as mentioned before, is that he would like to see screening provided between the north end of the mound and the easement, something such as four or five smaller trees. He said for this particular area, he likes the plan as submitted.

**Mr. Porter made a motion to approve the landscape plan as submitted. Mayor Koons seconded. On roll call vote, Mr. Flaiz-No; Mr. Porter-Yes; Mayor Koons-Yes; Elisa Budoff-Yes. Motion carried.**

Mr. Flaiz thanked Mr. Washington for his patience and hard work.

**Agenda Item 2: South Russell Village Park Restroom**

**PC CASE # 23-01:** Pursuant to Section 3.05(b) of the Zoning Code, the Planning Commission shall schedule a public hearing within 60 days of the Conditional Use Permit Application, submitted on behalf of South Russell Village by Mayor William Koons, for a proposed restroom to be located at South Russell Village Park.

Mr. Flaiz said tonight the Planning Commission is only going to set a date for the Public Hearing. He asked if the hearing could be set for the next regularly scheduled meeting on February 9, 2023.

**After discussion regarding the timeline, required notifications, plans and necessary lead time for ordering materials, Mr. Flaiz made a motion to set the date for the Public Hearing on Thursday, February 9, 2023, at 7:25pm. Mayor Koons seconded. On roll call vote, motion carried unanimously.**

**Old Business: Review of the Solicitor's Zoning Code Recommendations**

It was decided that the Old Business would be discussed when Mr. Latkovic was present.


Mr. Flaiz asked if there was any New Business or public comments. There was none.

There being no further business, Mr. Flaiz adjourned the meeting at 7:54pm.



James Flaiz, Acting Chairman

2/9/23  
Date



Ruth Griswold, Board Secretary

2-9-2023  
Date