



## Village of South Russell

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

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**PLANNING COMMISSION MEETING  
MINUTES  
September 14, 2023  
7:30pm**

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

**Member Absent:** Steve Latkovic

**Other Officials:** Bridey Matheney, Solicitor; Dave Hocevar, Building Official; Leslie Galicki, Acting Board Secretary

**Visitors:** Chad Verhoff, 15615 Priorway Drive; Greg Bruhn, 169 Chestnut Lane

Mr. Flaiz called the meeting to order at 7:30pm.

Leslie Galicki conducted roll call.

**Mr. Porter motioned to appoint James Flaiz as Acting Chairman. Ms. Budoff seconded. On roll call vote, motion carried unanimously.**

**Mr. Flaiz asked for any corrections or comments on the two sets of minutes from the Public Hearing and subsequent Planning Commission meeting held on May 11, 2023. There were none. Mayor Koons motioned to approve both sets of minutes, Ms. Budoff seconded. On roll call vote, motion carried unanimously.**

**Agenda Item 1:**

**PC CASE # 23-05: Mr. Chad Verhoff, Owner and Operator of Jackson Grey Jewelers, located at 516 East Washington Street, is seeking approval to be permitted to add the service of engraving firearms at this location.**

Mr. Flaiz asked the applicant to introduce himself and begin his presentation. Chad Verhoff said he is the owner of Jackson Grey Jewelers, and thanked the board for accepting his application and gathering on his behalf.

Mr. Verhoff said he has been a metalsmith and a jeweler for 36 years, and has had his business in South Russell for 9 years. One year ago, he acquired a laser engraving machine which can be used to engrave many different items. This piece of equipment can also be used for firearm engraving. In speaking with the manufacturer of

the engraving machine, he learned of the necessary procedures on how to obtain a Federal Firearms License, which is required to handle firearms for engraving. This license allows him to engrave on certain firearms that cannot be disassembled, and also must be kept overnight. Designing an engraving could take a number of days, and the engraving itself may take 3-5 hours, which is why it may be necessary to keep the firearm longer.

Mayor Koons asked how he would handle a customer walking in the door with a shotgun in hand. Mr. Verhoff said it is a cautionary issue. There is a side door entrance, and because there are other businesses in the building, he would schedule an appointment and meet the client in order to not cause anyone alarm. Having been in the business 36 years, he is aware of the associated risks and has many precautions in place, and is in close communication with the police department.

Ms. Budoff said that was her concern, since people are bringing in weapons, what is to stop someone from robbing the establishment. Mr. Verhoff said he has a list of protocols in place, but he doesn't necessarily disclose what they all are. His experience in the industry has given him many tools to protect his business, including three sets of cameras, and bars on the outside windows.

He said they are pleasantly surprised that the shop has been averaging about 55 new clients every month, along with having many established regular customers. They often make appointments to meet with their customers, since there are only two people in the shop.

Mr. Porter referred to the letter Mr. Verhoff presented, which indicated he would be engraving or modifying firearms, and asked what he meant by modifying. Mr. Verhoff said the ATF considers engraving to be a modification.

Mayor Koons asked if this would be opening the door to having a retail gun shop. Mr. Verhoff said he has no intention or desire to buy and sell guns, and the license he is applying for would not allow that.

Mr. Flaiz said gunsmithing in that area would be permitted per the Zoning Code, but not a retail gun establishment.

Mayor Koons asked if the license would be transferable. Mr. Verhoff said there are a lot of steps to go through to obtain a Federal Firearm License, including background checks and fingerprinting, and they are not transferable.

Discussion followed about the extent of the services Mr. Verhoff would provide.

Mr. Flaiz asked board members if they had any further questions or concerns. There were none.

**Ms. Budoff motioned to approve the application. Mr. Porter seconded. Or roll call vote, motion carried unanimously.**

Mr. Verhoff thanked the board members and invited them to visit his shop.

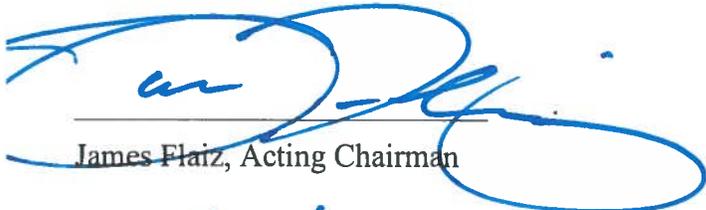
### **Old Business: Review of the solicitor's zoning code recommendations**

Mr. Flaiz said this discussion should be brought up at a meeting when all board members are present.

**New Business:** Mr. Flaiz said the remodeled building at Washington and 306 in Bainbridge has a newly installed LED message board on the corner that looks terrible. He researched Chagrin's sign regulations and said their codes have much better wording. Ms. Matheney said one of the zoning code recommendations is to change our sign regulations. Ms. Budoff asked if the Red Barn sign was still backlit. Mayor Koons said he believes so. Mr. Flaiz said it infuriates him, after all the time the Planning Commission spent on his case, that he

just ignores the conditions required by the board. Mr. Hocevar said although he has not seen the sign lit up, he will send the appropriate notice if he is not complying with the conditions.

**There being no further business, Mr. Flaiz adjourned the meeting at 8:12pm.**



James Flaiz, Acting Chairman

10/12/2023

Date



Ruth Griswold, Board Secretary

10-12-2023

Date