

**Planning Commission  
Interdepartmental Comment Form  
Planning Commission Meeting Date: May 11, 2026**

**Please review the plans for your department's area of concern and respond back by 4/30/2026**

<i>PC office use only</i>	<i>Sent to:</i>	<i>Date Returned</i>
Inspections	<input checked="" type="checkbox"/>	_____
Engineering	<input checked="" type="checkbox"/>	_____
Police	<input checked="" type="checkbox"/>	_____
Fire	<input checked="" type="checkbox"/>	_____
Service	<input checked="" type="checkbox"/>	_____
Forester	<input checked="" type="checkbox"/>	_____
Finance	<input type="checkbox"/>	_____

Project Name: Citizen's Bank conceptual plan  
 Parcel #: 21127001  
 Street Address: Crocker Road (SE corner of Crocker & Detroit)  
 Date received: 4/8/2026  
 Date distributed: 4/8/2026

Name	Michael Freeman	Date	4/9/2026
Title	Assistant Chief	Department	Fire

Please provide your comments (if you have no comments you do not need to respond):

1. Type 5 construction is not allowed within the city of Westlake. WCO 1303.06
2. Tree clearance shall be maintained at a minimum height of 13' 6" for emergency vehicle access. 2025 OFC Section 503.2.1
3. A Knox Box (approved locking key box) is required to be installed in an approved location determined by the Fire Department 2025 OFC Section 506.
  - **Front entry**
4. New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of 4 inches (102mm) high with a minimum stroke width of 0.5 inch (12.7 mm). 2025 OFC Section 505.1
5. Approved fire apparatus access roads/fire lanes shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction which are not readily accessible from a public and/or private street. The fire apparatus access road/fire lane shall extend within 150 feet of ALL portions of the facility and all portions of the exterior walls of the first story of the buildings as measured by an approved route around the exterior of the building or facility. 2025 OFC 503.1.1
  - **The east and west sides of the building will be considered a fire lane and the fire lanes should be identified by painted pavement consistent with the other areas of this complex.**

6. Fire apparatus access roads/fire lanes shall have an unobstructed width of not less than 20 feet and an unobstructed vertical clearance of not less than 13 feet 6 inches. 2025 OFC 503.2.1
  - The access from Crocker Rd. is too narrow at 10Ft. Suggest removing the center island or making a rolled curb and removing the mounted sign to allow access for fire apparatus from north and south bound Crocker Rd.