

WESTLAKE PLANNING COMMISSION
STAFF REPORT
7/1/26

PART I GENERAL INFORMATION

Inch Creative, conceptual development plan (addition), 27850 Detroit Rd., PP#21213061, Ward 3

PART II PROJECT SUMMARY

The purpose of this request is to approve a 2,300 SF addition for Inch Creative to provide needed storage space for its corporate gifts and branded apparel operations. Multi-item orders and seasonal demand require on-site storage of incoming products and finished goods, and the existing building is fully occupied by office and production uses with no dedicated storage. It will provide dedicated space for receiving, storing, and shipping functions now crowded into the existing building. Inch Creative was founded in 1983, and the Inch family has owned this property since 1997; the building was originally converted from residential to office in 1977. The addition will be placed in a lawn area where two trees, several shrubs, a sidewalk, and steps will be removed.

PART III DEPARTMENTAL REVIEWS

Fire	1. Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction <i>which are not readily accessible from a public and/or private street</i>. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility. 2025 OFC 503.1.1 * show the proposed parking lot layout with apparatus access compliant 2. A Knox Box (approved locking key box) is required to be installed in an approved location determined by the Fire Department and 2025 OFC Section 506.1. Order the box at www.knoxbox.com. Minimum requirement for existing structures is the Surface Mount, Model 3261. Contact the Westlake Fire Department at 440-835-6422 for more information or to determine the approved location. 3. Type V construction is not allowed within the city of Westlake. WCO 1303.06 4. Fire hydrants are required on private property, in conformity with the WCO/Building Code, and shall be installed and in working order before beginning construction on the permanent structure for which the building permit has been issued. WCO 1371.02 5. The building and hydrant locations shall comply with Westlake Codified Ordinance 1371.03. "All buildings and structures shall be so located that all parts thereof are not more than 250 feet from at least two readily accessible public or private Fire Department hydrants. Such distance shall be measured along the centerline of the streets, roadways or driveways. • Show the proposed private hydrant locations for review 6. All fire hydrants, new or replacements shall have a 5" Integral Storz Pumper Connection on the fire hydrant pumper nozzle and 2½" Cleveland Standard thread on the remaining ports. Hydrants shall be Mueller, Kennedy, or the equivalent. WCO 1371.04
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PART IV GUIDE PLAN/ ZONING

Guide Plan – the future land use map identifies this property as Office & Office Lab in support of this request.

Zoning Code Requirements

1133.02 MODIFICATIONS.

Where the Planning Commission finds that the land involved in a subdivision or development plan is of such size or shape, is subject to such title limitations, is affected by such topographical conditions or is to be devoted to such usage that it is impossible or impracticable in the particular proposal for the developer to conform fully to a provision of these Land Planning and Subdivision Regulations, the Commission may accept such adjustments as may be reasonable, if within the general intent and purpose of these Regulations.

1220.05 PLANNING COMMISSION REVIEW AND MODIFICATION (excerpt)

- a) The Planning Commission shall review the plans taking into account the spirit and intent of the Zoning Code, the standards and requirements of the Zoning Code, the location of the proposal, the effect on the surrounding properties and the relationship of the proposal to the Guide Plan.
- b) The Commission, in reviewing the proposed development plans for conformity to the provisions of the Zoning Code, may make adjustments to certain yards, area and other dimensioned requirements based on the performance standards of Section 1220.06. If the applicant requests modifications or reductions to one standard, the Planning Commission may recommend and request modifications to increase other standards to offset the applicant's request.

1220.06 PERFORMANCE STANDARDS (Excerpt)

Modifications to development plans in dimensioned and quantitative requirements for new development shall incorporate the following performance standards:

(c)	<u>Modifications for dimensional standards in the Zoning Code should be designed to provide better utilization of the land and offset by greater standards in other areas of the Zoning Code.</u>
(d)	<u>Modifications may be considered due to unique conditions of the parcel, building, design, parcel size, parcel location, topography, adjacent uses of proposed use of the parcel.</u>
(f)	<u>Modifications shall promote the desirable and beneficial use of the land and promote the economic development of the City.</u>

Box Score			
STANDARD	CODE	PLAN	DIFFERENCE
ZONING DISTRICT	OB/Office Building	Offices are a permitted main use and the addition is an accessory use for the business.	OK
BUILDING AREA		2,034 existing, 2,300 new, 4,334 total	
MIN. LOT AREA 1216.04	1 acre	.62 acres – legally non-conforming	OK
MIN. LOT WIDTH 1216.05	150'	~100' – legally non-conforming	OK
MAX. BUILDING HEIGHT 1216.08	50'	Addition: 19'-3", existing building ~13'	OK
% LOT COVERAGE FOR MAIN BUILDING OR USE 1216.07	25% - 1 story	16%	OK
% LANDSCAPING 1216.07 (b)	Not less than 25%	62%	OK

Box Score				
STANDARD		CODE	PLAN	DIFFERENCE
SETBACKS FOR	Front	70'	S: ~238'	OK
MAIN/ACCESSORY USES 1216.06	Side	15'	E: ~12.6' W: 16.3'	Modification for east setback (Cahoon Nursery office to the east).
	Rear	40'	~23'	Modification for north setback (I-90 soundwall is to the north).
BUFFERING 1130.04, 1130.05		10' buffer required between office building and residential uses	None is shown, however, the addition will be behind the detached garage for the home to the west, so buffering in this area provides little benefit to the neighboring property.	Modification to waive buffering requirements.
LIGHTING 1230.03		Lighting Plan required	No exterior lighting indicated.	TBD
DESIGN GUIDELINES (MATERIALS) 1237		Siding and trim including horizontal lap siding, board and batten siding, shake single siding, and trim in wood, or products that simulate wood, such as fiber cement composite, tile, or metal limited to 66% of total facade cladding;	Entire addition is sided. Materials and colors not called out.	Modification for entire addition to be sided.

PART V DRAFT FINDINGS/MOTION

Draft Findings of Fact

1. The proposed addition is an accessory use to Inch Creative's long-standing operations and is needed to address space deficiencies that cannot be accommodated within the existing building.
2. The project generally complies with Office Building district standards, with required modifications limited to east and rear setbacks, buffering, and exterior material allowances; fire access, hydrant placement, lighting, and material specifications will be finalized during the development plan review.

Draft Motion¹

If the Planning Commission can approve, the following motion is advised:

Based upon the findings of fact, I move Inch Creative conceptual development plan with the following:

1. Final development plan will address the outstanding items outlined in this report.
2. Other items discussed at the meeting.

¹ This is suggested language only and not a recommendation for or against the approval of this request.