

**PLANNING COMMISSION  
CITY OF WILLOUGHBY  
REGULAR MEETING  
JUNE 13, 2013  
REGULAR MEETING  
MINUTES**

**PRESENT:** R. Fiala; C. Cox; K. Kary; G. Merhar, Vice Chairman

**ABSENT:** R. Irvine, Chairman

**OTHERS:** Mike Germano, Asst. Law Director; Jim Sayles, City Engr.;  
Janice Lipscomb, Econ. Devel. Mgr.; Richard  
Smith, Chief Zoning & Bldg. Inspec.; Jerry  
Ranally, Ward 3 Councilman, Greg Patt, Board of Zoning  
Appeals mbr.; Betty Nardelli, Sec'y

**Vice Chairman Gerald Irvine called the regular meeting to order at  
7:07 p.m.**

**MINUTES**

**May 9, 2013**

A motion was made by Ken Kary and seconded by Bob Fiala to  
approve the minutes of May 9, 2013 as written.

**ROLL CALL:** Yeas: B. Fiala; C. Cox; K. Kary; J. Merhar;  
Nays: None  
Absent: B. Irvine

**Motion Carried: APPROVED**

**OLD BUSINESS**

**NONE**

**NEW BUSINESS**

**TRUE NORTH ENERGY** 34802 Ridge Rd.  
(Rick Turner)

**CUP -  
Service Station /  
Convenient store -  
Auto products/beer  
Food/drinks/tobacco  
C.O.1103.03(b) (61)  
MS-B dist.**

Dann Stapp, Engineer, represented this conditional use permit  
application. Mr. Stapp said that this station will be a 24 hour

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operation with a typical convenience store. Mr. Stapp said that the station will operate through a stainless steel pass door which is between the cashier and the outside.

They are replacing the existing lights where they are presently. They will use LED lights which directs the lights downward.

Richard Smith read the ordinance code for "gasoline stations" which include other retail products beside gasoline and motor products.

The conditions agreed upon are:

1. Open 24 hours 7 days a week.
2. The sale of retail products is permitted.
3. The sale of alcohol is permitted.
4. There shall not be a car wash.
5. Music at a low volume is permitted using speakers

Mr. Stapp said that as far as he knows there will be a path in the station even if not shown on the plans. He will check and verify this and send a letter.

Security was discussed but Mr. Stapp said this station will not have a security booth. Mr. Stapp said that between 12:00 midnight and 5:30 the doors will be locked.

A motion was made by Bob Fiala and seconded by Ken Kary to approve the conditional use permit with the conditions stated this evening.

ROLL CALL:       Yeas:       B. Fiala; C. Cox; K. Kary; J. Merhar  
                  Nays:       None  
                  Absent:     B. Irvine

**Motion Carried:       APPROVED**

**Chuck Cox said that they are voting on this without reference to security.**

<b>TRUE NORTH ENERGY</b>	34802 Ridge Rd.	<b>Site/elev. Plans</b>
(Anthony Cerny)		New bldg - 3,840 sq. ft. MS-B dist.

Dann Stapp, Engineer, represented this site plan and elevations plan. Mr. Stapp said that the building will be constructed of brick on all four sides. The dumpster will be enclosed with the matching

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brick. Glass will be used all around the front of the building. There will be no glass on the rear of the building. The existing canopy will be used. There will be 22' between the building and the rear of the property. There will be 30' between the canopy and the building.

Mr. Stapp said the station will be shut down for about three months for construction in response to Bob Fiala's question.

There was a lot of discussion regarding if there is a path inside the building. Mr. Stapp could not verify this. Mr. Stapp was willing to table this site plan pending the verification of a path through the inside.

A motion was made by Chuck Cox and seconded by Ken Kary to table the site and elevations plans pending verification of a path pass through the store.

ROLL CALL:       Yeas:        B. Fiala; C. Cox; K. Kary; J. Merhar  
                  Nays:        None  
                  Absent:     B. Irvine

**Motion Carried:        TABLED**

There being no further business the regular meeting closed at 7:45 p.m.

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Gerald Merhar, Vice Chairman

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Betty A. Nardelli, Secretary