

**PLANNING COMMISSION  
CITY OF WILLOUGHBY  
REGULAR MEETING  
JUNE 27, 2013  
REGULAR MEETING  
MINUTES**

**PRESENT:** R. Fiala; C. Cox; G. Merhar, Vice Chairman  
**ABSENT:** K. Kary; R. Irvine, Chairman  
**OTHERS:** Mike Germano, Asst. Law Director; Janice Lipscomb, Econ.  
Devel. Mgr.; Jerry Ranally, Ward 3 Councilman, Betty  
Nardelli, Sec'y

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**Vice Chairman Gerald Merhar called the regular meeting to order at 7:04 p.m.**

**MINUTES**

**June 13, 2013**

A motion was made by Bob Fiala and seconded by Chuck Cox to approve the minutes of June 13, 2013 as written.

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

**Motion Carried:        APPROVED**

**OLD BUSINESS**

<b>TRUE NORTH ENERGY</b>	34802 Ridge Rd.	<b>Site/elev. Plans</b>
(Anthony Cerny)		New bldg - 4,200 sq. ft. MS-B dist.

A motion was made by Bob Fiala and seconded by Chuck Cox to remove this proposal from the table for discussion.

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

**Motion Carried:        APPROVED TO UNTABLE**

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Dann Stapp of Diamond Z Architects represented this proposal. Mr. Stapp said that he checked the other stations in the area on how they handled their night time operation. Mr. Stapp said that some stations have one person on the midnight shift. Some stations allow their customers to enter the store freely. Some stations have two attendants on the night shift. Mr. Stapp said he talked to a representative of True North about the night operation. They said that they have the option either as a business or as the night cashier to lock the station if they decide to do so and still operate through a pass through without having to close the facility. Mr. Stapp said that True North would like to have the store open during the night shift. The plans show the cashier area at the front of the store which enabled them to install a pass through. Mr. Stapp said that from 12:00 midnight until 5:30 a.m. they will have one attendant. They will allow customers into the store.

A revised site plan was submitted showing a 50' X 84' (4,200 sq. ft.) building. The previous site plan showed a 40' X 96' (3,840 sq. ft.) building. Mr. Stapp said that because the revised site shows a wider (deeper) building it had to be moved back. They still have enough room to drive between the dispenser area and the building in the front of the building. A crosshatch will be painted on the concrete in front of the building to discourage parking here.

A motion was made by Bob Fiala and seconded by Chuck Cox to approve the site plan, elevations plan and the floor plan as submitted.

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

**Motion Carried:        APPROVED**

There being no further business the regular meeting closed at 7:10 p.m.

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Gerald Merhar, Vice Chairman

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Betty A. Nardelli, Secretary