

**PLANNING COMMISSION
CITY OF WILLOUGHBY
REGULAR MEETING MINUTES
AUGUST 11, 2016**

PRESENT: R. Fiala; C. Cox; K. Kary; G. Patt, Vice Chairman
ABSENT: G. Merhar, Chairman
OTHERS: Stephanie Landgraf, Asst. Law Director; Janice Lipscomb, Econ. Devel. Mgr;
Darryl Keller; Chief Bldg. & Zoning Official; Vicki Grinstead, Secretary

Vice Chairman Greg Patt called the regular meeting to order at 7:00 p.m.

MINUTES

Work Session Meeting Minutes

July 26, 2016

Vice Chairman Patt stated that there were a few typographical edits that don't change the minutes and will be corrected before they are signed.

A motion was made by Mr. Cox and seconded by Mr. Kary to approve the **Work Session Meeting** minutes of July 26, 2016.

ROLL CALL: Yeas: Mr. Kary; Mr. Fiala; Mr. Cox; Vice Chairman Patt
 Nays: None
 Absent: Chairman Merhar

Motion Carried: APPROVED

Public Hearing Meeting Minutes

July 28, 2016

Vice Chairman Patt stated that there were a few typographical edits that don't change the minutes and will be corrected before they are signed.

A motion was made by Mr. Cox and seconded by Mr. Fiala to approve the **Public Hearing Meeting** minutes of July 28, 2016.

ROLL CALL: Yeas: Mr. Kary; Mr. Fiala; Mr. Cox; Vice Chairman Patt
 Nays: None
 Absent: Chairman Merhar

Motion Carried: APPROVED

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Regular Meeting Minutes

July 28, 2016

A motion was made by Mr. Kary and seconded by Mr. Cox to approve the **Regular Meeting** minutes of July 28, 2016.

ROLL CALL: Yeas: Mr. Fiala; Mr. Cox; Mr. Kary; Vice Chairman Patt
 Nays: None
 Absent: Chairman Merhar

Motion Carried: APPROVED

OLD BUSINESS

A motion was made by Mr. Fiala and seconded by Mr. Cox to untable old business.

ROLL CALL: Yeas: Mr. Cox; Mr. Kary; Mr. Fiala; Vice Chairman Patt
 Nays: None
 Absent: Chairman Merhar

Motion Carried: APPROVED

Glenbury Crossing III
Johnnycake Ridge
(John Kohr)

Final Plat/Improvement Plans

Mr. John Kohr of Polaris Engineering and Surveying of 34600 Chardon Road, Suite D, Willoughby Hills, OH is representing Glenbury Crossing III.

Vice Chairman Patt stated that Mr. Kohr brought new title sheets with him this evening to replace the ones with the incorrect information on them. He also stated that there were comments from our City Engineer, Mr. Jim Sayles. Vice Chairman Patt reads Mr. Sayle's comments into record: The engineer for this project just needs to bring the corrected cover sheets. The Law Department and I have reviewed the revised plat and the plans and I recommend approval.

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Vice Chairman Patt asks if there are any questions from any of the board members and there were none.

Mr. Fiala made a motion to approve the Development Plan and final improvement plans for Glenbury Crossing III with the city engineer's comments and Mr. Kary seconded.

ROLL CALL: Yeas: Mr. Kary Mr. Fiala; Mr. Cox; Vice Chairman Patt
 Nays: None
 Absent: Chairman Merhar

Motion Carried: APPROVED

Fraden Holdings
(Adam Wojnovich)

Preliminary Plans

Vice Chairman Patt asked if there was anyone to represent Fraden Holdings and there was no one. This item remains TABLED with no action taken.

Mr. Fiala asked if they were waiting on Fraden Holdings to submit something. Vice Chairman Patt stated yes there was a traffic study and Mr. Sayles stated it only addresses trip generation and there is no comment regarding whether or not there are warrants for a signal at SR 84 in Willoughby or at US 20 in Mentor.

Kirtland Country Club
39438 Kirtland Road
(Frank Floyd, President)

CUP- Review

This item remains TABLED with no action taken.

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NEW BUSINESS

Weber Aerospace
4925 E. 345th St.
(David Fiocca)

**Development Plan Approval, EAS
Office Addition**

Mr. David Fiocca, owner of Weber Aerospace is representing his company. Vice Chairman Patt stated the city engineer had no objections. Vice Chairman Patt read his comments into record: Approval is recommended. They are installing storm water management to handle a relatively small increase in runoff from the site. Mr. Fiala asked what type of materials will be used on the building addition and Mr. Fiocca stated brick that will match the existing building. Vice Chairman Patt asked if they were just adding on to the front and expanding. Mr. Fiocca stated they were tearing off the old office and adding a new one. Mr. Fiocca stated they were putting in a retention pond as there was not one there before because the building was built in the 70's.

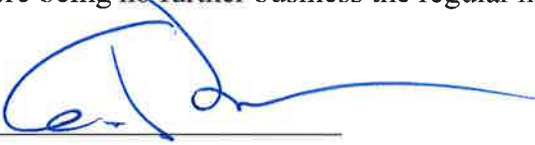
Mr. Cox asked if there isn't a retention pond then why is he putting one in. Mr. Fiocca stated that it is required. Mr. Keller stated that you cannot add to the storm water runoff. Vice Chairman Patt asked Mr. Keller if there was a minimum or maximum building size requirement to necessitate a retention pond and he stated the City Engineer could probably answer that question better. Mr. Cox reiterated that since they are taking away some of the drainage area by adding onto this office building, then this is the reason for the retention basin and Mr. Keller stated that was correct.

Vice Chairman Patt asked for a motion. Mr. Cox made a motion to approve the 2800 sq. ft. office addition for Weber Aerospace located at 4925 E. 345th St. and Mr. Kary seconded.

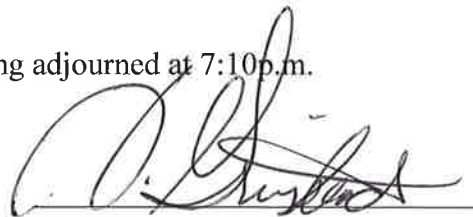
ROLL CALL:	Yeas:	Mr. Fiala; Mr. Cox; Mr. Kary; Vice Chairman Patt
	Nays:	None
	Absent:	Chairman Merhar

Motion Carried: APPROVED

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



Greg Patt, Vice Chairman



Vicki Grinstead, Secretary