

**PLANNING COMMISSION
CITY OF WILLOUGHBY
APRIL 13, 2017
REGULAR MEETING
MINUTES**

PRESENT: R. Fiala; C. Cox; G. Patt; G. Merhar, Chairman
ABSENT: K. Kary
OTHERS: Mike Germano, Asst. Law Director; Jim Sayles, City Engineer;
Darryl Keller, Chief Bldg. & Zoning Official; Karen Brooks, Zoning Code Inspector

Chairman Merhar called the regular meeting to order at 7:10 p.m.

MINUTES

Public Hearing Meeting Minutes	March 23, 2017
Regular Meeting Minutes	March 23, 2017
Regular Hearing Meeting Minutes	March 9, 2017

Mr. Patt moved to approve the Public Hearing Meeting Minutes of March 23, 2017 as submitted and Mr. Fiala seconded.

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

Motion Carried: APPROVED

Mr. Patt moved to approve the Regular Meeting Minutes of March 23, 2017 as submitted and Mr. Cox seconded.

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

Motion Carried: APPROVED

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Mr. Patt moved to approve the Regular Meeting Minutes of March 9, 2017 as submitted and Mr. Fiala seconded.

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

Motion Carried: APPROVED

OLD BUSINESS

Janice Lipscomb
(Community Development Manager)

**W/E Schools/Plat of Survey,
Consolidation & Lot Split**

Permanent Parcel Numbers:
27-A-029-00-001, 27-A-023-J-00-030-0, 27-A-J-00-031-0 & 27-A-023-J-00-032-0

There was not a quorum to vote on the project so it will remain tabled.

NEW BUSINESS

Willoughby-Eastlake Schools
(South High/YMCA/Senior Center)
37047 Ridge Road
(Rep.-Jeff Henderson, ThenDesign Architecture (TDA)
Mr. Steve Nedlik, W-E School District.

Master Development Plan

Mr. Jeff Henderson of TDA, 4135 Erie St., Willoughby, OH is representing the Willoughby-Eastlake schools community project. Mr. Cox asked Mr. Henderson who owns the land that this project will be constructed on. Mr. Henderson stated the school district owns the property. Mr. Steve Nedlik of the Willoughby-Eastlake school district, 32500 Chardon Road is also representing this application. There is a land lease on the property as part of the joint use agreement for all parties for the YMCA and the Senior Center that extends for fifty years. The YMCA and Senior Center buildings and parking lots are owned by the YMCA and the city but the land is leased. Mr. Henderson stated the whole community partnership with the three entities is being branded Union Village. Mr. Henderson explained the boundary of the existing high school and the additions on the rendering. The high school will be constructed and the students will

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move into the new school. The middle school students will move into the remaining portion (front) of the high school and the middle school will be demolished. Where the middle school currently is will be turned into practice fields. There will be one regulation size football field and the rest are smaller. Mr. Patt asked if the Breckenridge lot is shown on the drawing and Mr. Henderson stated it is not. Mr. Henderson explained to Mr. Patt approximately where it will be located near Ridge Road on the rendering. The tan area on the rendering is the high school and field house. The YMCA is on the south side next to the Senior Center and their main entry is off of Ridge Road. There will be other options to gain entry but where the middle school is currently accessed is where their main entrance will be. The baseball field will remain as is. The new construction will be where the softball field is currently, so there will be a new softball field on the north side, just east of the stadium. The main entrance for the high school for visitors/parents will be off Shankland, which is where they enter now. The middle school front door will be where the old high school front entrance is now. Mr. Henderson showed the entrance locations for the YMCA and Senior Center to the Board on the renderings. He also explained where the parking lots will be for the staff for the middle and high schools and also where they will add additional parking. There will be parking on the east side of the stadium and a driveway that loops around behind the building between the stadium and the school building. The parking on the west side of the stadium, which is now graveled, will be paved and improved. Student parking will be on the west side of the stadium. The middle school buses will line up along the south side and enter there and they will exit the site on Ridge Road, similar to how they do now. The high school will have their buses loop along the backside on the west side of the school. He explained on the rendering where the students enter. The middle school parents would drop their children off on the east side where the current high school drop off is now. They will be adding storm water management in two locations; one just south of the football field and the other one is tucked between the two baseball fields, just south of the pool. He explained where all the deliveries are made on the rendering for each building. Chairman Merhar asked Mr. Henderson if the project includes a "facelift" for the existing high school and he stated no; over the past couple of years they have had an ongoing window replacement program. He explained they will be using the existing building as a "stepping off point" for the new construction. Mr. Henderson brought samples of materials to show the Board that will tie in with the existing building. Mr. Cox had a concern with all the traffic with adding the YMCA and the Senior Center. Mr. Henderson explained they did a traffic study that is currently under review with the city. He explained that most of the traffic with the school happens in a half hour to forty-five minute period in the morning and afternoon. He stated the YMCA and Senior Center have their own parking lots and entrances and the traffic for those two facilities are more spread out over the course of the day. Mr. Patt inquired as to how you gain entry to the Senior Center. Mr. Henderson explained that you would enter off of Ridge Road, where the middle school driveway is currently. There was discussion with the Senior Center and YMCA about visibility of their facilities. He stated that getting rid of the middle school opens up the visibility for these facilities. There was some discussion on traffic with the schools and the other facilities. There was more discussion on where the buses pick up and parents drop off. Mr. Nedlik stated every place they have visited that have these collaborations with senior centers, YMCAs and schools have said the only issue they had was with parking; people parking in the wrong places etc. He stated they have spent a great deal of time trying to segregate the parking for each facility. As far as traffic in the am from students, they will be at the other end of the property and will not have an impact on the YMCA. They may have some challenges with the middle school in the am or at dismissal, but they will have to work through it when it gets to that point. He believes the plan will keep it as segregated as possible. Chairman Merhar asked if there will be signage for these facilities. Mr. Nedlik stated there will be but they are just now entering that phase of the project.

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Mr. Patt asked Judean Banker, Parks & Rec. Director, what the busy times are for the senior center. Ms. Banker stated their busy times are 9:00 a.m. and lunchtime. She stated for their educational trips they used to park at the Tech Center, which they can no longer do, so they will be parking at the middle school. Mr. Patt asked who would be financially responsible for the turning lane and Mr. Henderson stated in past projects any improvements were part of the project. Mr. Patt asked Mr. Nedlik if the new courtyards will have grass to maintain and Mr. Nedlik stated they will be mostly hardscape. There was more discussion on the west lot for student parking and Mr. Henderson stated they are still working on some of those issues. Mr. Patt asked how they will keep the middle school and high school students separated. Mr. Henderson explained the separation on the rendering to the Board. There will be exit only doors and only the staff can gain entry, but the middle school children cannot gain entry to the high school. There are three locations where there are security (he shows Board on rendering). Mr. Henderson stated there was discussion on putting alarms on these doors also. There was discussion on the ingress/egress into the LGI or auditorium. There will be security cameras and an alarm system so they can monitor the activity of the students. Mr. Patt asked if this same restricted access applied to the YMCA and Senior Center and Mr. Henderson stated yes. Mr. Henderson showed the Board the site plan. He explained that the administrative offices are similar to the way South High is laid out currently; you walk into a vestibule and you must check in before you can gain entry into the building. On the other side is the humanities wing, which are classrooms, special ed. spaces. The teachers will have a home base in a work room but will have a suite of classrooms they might teach in. Two or three classes may collaborate in one space on a project. The design aspect is still in discussion, but it will be more of a lounge atmosphere. This area will provide data services and Wi-Fi for the kids to work on their projects. Mr. Nedlik stated this model of teaching in open collaborative spaces has been very successful. There was some discussion on this new model of teaching. The "Student Union" will be an area to eat during their lunchtime and during the day it will be a teaching area. In the food service area there will be a food court. He explains on the rendering where the competition gym, PE lockers, athletic lockers, which have immediate access to the field, and the large field house are located. This is one of the big collaborative spaces that will be jointly used between the three entities. There will be a schedule between the three facilities as to how, when and by whom the space will be utilized. In the field house there is a two lane elevated track, which is accessible by the YMCA and Senior Center. All the access from the YMCA and Senior Center are through one hallway. There is controlled access for each facility with security cameras and alarmed doors. The cameras will be monitored and recorded. There was some discussion on the camera and security systems. Mr. Henderson stated there are two pools. Within the footprint of the YMCA there is a recreation warm water pool with a couple of lanes with a lazy river and some shallow teaching areas. In addition to the regular locker rooms, they have "family locker rooms". Mr. Patt asked what will happen with the current YMCA building and there is no plan as of this time. Mr. Henderson stated just north of that is the cool water competition pool which has eight lanes with balcony seating on the second floor. There are locker rooms from the YMCA side to the high school side that will have access to this pool. He explained the layout of the second floor which mirrors the first floor on the rendering. He also explained the layout of the buildings on the rendering. Mr. Nedlik explained the college credit curriculum for the schools for the Union College. Mr. Henderson explained the schematics to the Board. The brick will match the brick on the existing high school and there will be a lighter brick that will be used as an accent. The art classrooms will be larger areas of glass facing north. The main entrance will have a canopy with a sign out front. The media center on the second floor will also have

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glass facing north with a lot of natural light. He showed the Board a picture of the existing high school with the new windows. He stated they are taking some cues from existing building in terms of what materials and colors they will use for the new project to blend the buildings. They will be using the blue/gray glass in the new structure to match the existing high school to tie the buildings together. There was more discussion on the design of the buildings on the renderings. On the humanities wing there will be a backlit district logo on the exterior corner of the building which will be visible from Euclid Ave. and Shankland. The YMCA building will have a more industrial open interior and this theme will carry to the exterior of the building. The brick on the YMCA building is two stories and will match existing brick but the part of the building where the sign will be located will be 40' tall to stand out. The Senior Center is immediately to the right of the YMCA and is a single story building. The main entrance has a covered barrel skylight canopy drive for drop offs and pick-ups and gives the building its own identity. He explained the open concept and activity rooms to the Board. Judean Banker stated the Parks and Rec. programs will also be moved to the new senior center. The Parks and Rec. programming will be from 4:30 p.m. until the building closes. The public will be able to rent rooms in the new facility and there will also be a kitchen. There was some discussion on contractors and the bidding process. There was some discussion on the Board Office that was destroyed by fire. Mr. Sayles stated they have not approved the traffic study. They have issues with making left turns off of Euclid Ave., which ties into the traffic signal by the police station. The cuing off of Shankland by where the existing drive is (driveway #2) could possibly be moved north to alleviate any traffic back up. CT Consultants will make direct contact with the other traffic engineer to resolve these issues. Chairman Merhar asked if this issue will need to come before the Board and Mr. Sayles stated they can handle it administratively. The Master Development Plan will be approved contingent upon the approval of the traffic study. Mr. Patt asked what materials will be used on the exterior of the field house and the natatorium. Mr. Henderson stated it would be a pre-engineered building and will be a metal siding.

Mr. Patt moved to accept the Development Plan as submitted contingent upon the approval of the City Engineer for the traffic study and any possible adjustments and Mr. Cox seconded.

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

Motion Carried: APPROVED

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**Willoughby Eastlake Schools
(YMCA)**
37047 Ridge Road
(Rep.-Clint Simons, Branch Executive)

**Conditional Use Permit
Recreation Facility**

Mr. Simons, Branch Executive of the YMCA stated during the standard school year, which is September through May, Monday through Saturday, their hours of operation would be 5:00 a.m. until 10:30 p.m. Mr. Patt stated that the hours given are not necessarily the hours you need to operate under, but you cannot operate outside of those hours. Mr. Simons amended his hours of operation to 24 hours, 7 days a week for the YMCA due to the fact they have special events that require evening hours. The dumpster will be screened.

Mr. Cox moved to grant the YMCA a condition to operate 24 hours a day, 7 days a week and Mr. Patt seconded.

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

Motion Carried: APPROVED

**Willoughby Eastlake Schools
(South High School)**
37047 Ridge Road
(Rep.-Steve Nedlik, Director of Operations & Security)

**Conditional Use Permit
Educational Facility**

Mr. Nedlik stated that prom will be moving to the high school rather than an off-site location so they will be a 7 day a week type of a facility and does not want to limit their times for unforeseen events and are requesting occupancy of 24 hours, 7 days a week.

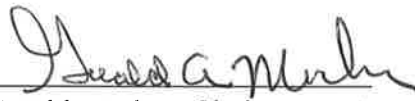
Mr. Patt moved to grant South High School a condition to operate 24 hours a day, 7 days a week and Mr. Cox seconded.

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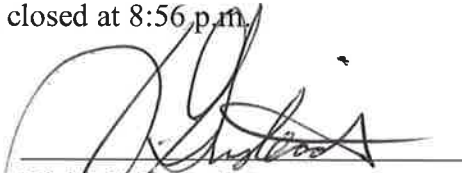
ROLL CALL: Yeas: Mr. Cox; Mr. Patt; Chairman Merhar
 Absent: Mr. Kary
 Nays: None
 Abstain: Mr. Fiala

Motion Carried: APPROVED

There being no further business the regular meeting closed at 8:56 p.m.



Gerald Merhar, Chairman



Vicki Grinstead, Secretary