

**PLANNING COMMISSION
CITY OF WILLOUGHBY
JANUARY 25, 2018
REGULAR MEETING
MINUTES**

PRESENT: M. Wildermuth; C. Cox; S. Norris; K. Kary, Vice Chairman

ABSENT: G. Merhar, Chairman

OTHERS: Darryl Keller, Chief Bldg. & Zoning Official; Mike Germano, Asst. Law Director;
Jim Sayles, City Engineer; Vicki Grinstead, Secretary

Vice Chairman Kary called the regular meeting to order at 7:06 p.m.

MINUTES

Public Hearing Meeting Minutes

January 11, 2018

Mr. Cox moved to approve the Public Hearing Meeting Minutes for **January 11, 2018** as submitted and Dr. Norris seconded.

ROLL CALL: Yeas: Dr. Norris; Mr. Cox; K. Kary, Vice Chairman
 Absent: Chairman Merhar
 Nays: None
 Abstain: Mr. Wildermuth

Motion Carried: APPROVED

Regular Meeting Minutes

January 11, 2018

Mrs. Grinstead corrected an error at the bottom of page 4, last paragraph, which stated residential business and was changed to retail business.

Mr. Cox moved to approve the Regular Meeting Minutes for **January 11, 2018** as amended and Dr. Norris seconded.

ROLL CALL: Yeas: Mr. Cox; Dr. Norris; K. Kary, Vice Chairman
 Absent: Chairman Merhar
 Nays: None
 Abstain: Mr. Wildermuth

Motion Carried: APPROVED

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OLD BUSINESS

Greenleaf Gardens, LLC
30841 Euclid Ave.
(Dave Neundorfer, CEO)
Oscar Hackett, CFO

Development Plan/EAS

This item remains tabled.

NEW BUSINESS

Dollar General
38878 Mentor Ave.
(Rep.-Todd Hamula, Zaremba Group, LLC)

Development Plan/EAS

Ms. Todd Hamula of Zaremba Group, LLC, 14600 Detroit Ave., Lakewood, OH agent for Dollar General is representing this application.

Mr. Hamula stated the site is little over 2 ½ acres and the back of the property is zoned residential. Their intention is only to develop approximately an acre on the front of the property. It is a 9,100 square foot facility with 37 parking spaces. The property borders two roadways, Mentor Ave. and Arcadia Circle. They are proposing to enhance the screening with additional landscaping along the side and front of the site.

Vice Chairman Kary stated they would prefer the building be all masonry product because the facility will be the gateway from Mentor to Willoughby. Mr. Hamula agreed to add more landscaping to the side of the building that faces Arcadia. Mr. Wildermuth stated the color on the back of the building is relatively light and would like it to match the block work on the rest of the building and Mr. Hamula agreed. Mr. Hamula would like to compromise and do the same color on the Arcadia side of the building.

Mr. Hamula stated the project is on the front acre and there is another acre and a half where there is natural foliage that provides separation. There is also old concrete and debris that will be removed from the previous building and they will plant a prairie style grass which will provide even more density.

Vice Chairman Kary would like to see the building with a gable roof with a “bump out” or soffit in the front to make it more aesthetically pleasing and Mr. Wildermuth agreed. He would also like to see some contrast around the front false windows.

Dr. Norris asked where storm water detention is. Mr. Sayles stated it looks like it is along the east side of the property. They are reducing the run off significantly. He will discuss the details with their engineer but on a redevelopment project he believes it is a water quality/treatment issue not a detention issue.

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Dr. Norris inquired about the ingress/egress onto Mentor Avenue. Mrs. Grinstead stated the I/E Board did not have any concerns on the drive being on the southeast side of the property and referred to the I/E minutes of 1/4/18 in the packets. Mr. Sayles has no concerns on this matter. Mr. Keller agreed and stated the I/E Board felt the traffic coming out of Dollar General would not be that substantial and the left turn traffic coming out of the development may be worse. Mr. Sayles agreed that the traffic for the development is usually rush-hour related, but customers coming in and out of a retail facility varies.

Vice Chairman Kary stated signage does not come before Planning Commission but has a suggestion that they install a ground sign as opposed to a pole sign for aesthetic purposes. Mr. Hamula stated that Dollar General makes the decision on signage. He asked if the Code allows a pole sign and Mrs. Grinstead said yes. Mr. Wildermuth stated the Board would also prefer to see channel letters on the front façade of the building. Mr. Hamula said he would run these changes by Dollar General on the pole sign and maybe there could be some compromise to other items requested by the Board.

Vice Chairman Kary asked when deliveries take place. Mr. Hamula stated the big truck comes once a week and some smaller vehicles will also make deliveries, but all are made during business hours. The store hours are 8:00 a.m. until 10:00 p.m. Vice Chairman Kary stated he has seen on the side of some of the Dollar Generals where there is an excess amount of package cardboard stored against the building. Mr. Hamula explained that they received a delivery that filled up the storage room and has pushed out the cardboard that could not be picked up in time that normally lines up with the delivery. Vice Chairman Kary asked if it can be enclosed with fencing in the area along with the dumpster and Mr. Hamula agreed. He could make the enclosure bigger to accommodate the excess cardboard, but will have to review the site plan. Shopping carts will be stored in the indoor vestibule. Any carts not returned by the customers will be retrieved by an employee.

The Board asked Mr. Hamula to bring the new renderings along with samples of any or all finishes for the exterior, including the aluminum trim for the exterior front windows and sample of the glass he is proposing to the next meeting.

There was also some discussion on possibly putting a cut-in through the berm for access for the Arcadia residents.

After much discussion regarding additional landscaping, building elevation appearance of masonry and windows, the building roofline, pedestrian access from the adjacent residential development and natural buffer at the rear of the property, Mr. Wildermuth moved to table the Development Plan/EAS for Dollar General located at 38878 Mentor Avenue, pending revisions to be submitted for the next available meeting and Dr. Norris seconded.

Mr. Wildermuth moved to table the Development Plan/EAS for Dollar General located at 38878 Mentor Ave. and Dr. Norris seconded.

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ROLL CALL: Yeas: Mr. Wildermuth; Dr. Norris; Mr. Cox; Mr. Kary, Vice Chairman
 Absent: Chairman Merhar
 Nays: None

Motion Carried: TABLED

Lake House Tavern, LLC
38464 Lakeshore Blvd.
(Mr. Bob Schiebli, Partner/Owner)

**Conditional Use Permit/
Restaurant/Tavern**

Mr. Bob Schiebli, Partner/Owner of Lake House Tavern, LLC dba The Lake Effect, 38464 Lakeshore Blvd., Willoughby, OH is representing his application.

Mr. Schiebli stated his hours of operation will be 5:30 a.m. until 2:30 a.m. when they stop serving alcohol per the state regulations, but have the staff there to finish cleaning and out of the building by 3:30 a.m. The business hours will be 5:30 a.m. until 3:30 a.m.

They are updating the kitchen with new fryers and have a professional company coming in to clean and remove the grease. They have also purchased new windows, tables and chairs. There is currently a dumpster for the grease traps which will be removed by the cleaning company. They currently have a staff of 10 employees, both full and part-time.

There is an outdoor patio which they will utilize as much as possible. They have removed some old landscaping and will put in newer landscaping.

Vice Chairman Kary asked where the dumpster is located. Mr. Schiebli said it was located between the three buildings where it has always been. It is a shared dumpster and is currently not enclosed. Vice Chairman Kary stated it must be enclosed. Mr. Schiebli stated he understands and they are looking to move it by the Royal Havana. He stated the dumpster is not large enough to handle all of the trash and they currently have the company pick up twice a week, which is cost prohibitive. They will be obtaining a larger dumpster and moving it where it cannot be seen.

Vice Chairman Kary asked if they are planning to enlarge the exterior patio and Mr. Schiebli said not at this time. They will have food and alcohol service on the outdoor patio.

They currently have indoor conversation level music. They do have indoor live entertainment, but has not been loud rock n' roll type music. They also have Saturday night Karaoke and a DJ. Vice Chairman Kary told Mr. Schiebli that all the doors must remain closed while any music is being played and Mr. Schiebli agreed. On the exterior patio they have two outdoor speakers and they play music from the new jukebox but is played at a conversation level. They also put on sports events over the outdoor speakers as well. They may have outdoor entertainment such as Jazz type music. Vice Chairman Kary stated all outdoor music must be kept at a conversational level and Mr. Schiebli agreed.

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Outdoor music is allowed Sunday, Monday, Tuesday and Wednesday until 10:00 p.m. and Thursday, Friday and Saturday until midnight. This condition on the CUP will terminate one year from the date of issuance, which is today (1-25-18). Mr. Cox asked what the seating capacity is for the restaurant and Mr. Schiebli stated 116. They also have an event room in the back that will seat approximately 25 people. Mr. Cox asked where the patrons park. Mr. Schiebli stated they have two parking areas, but are shared by the three buildings. There are tenants that live upstairs and they have assigned parking closer to the Royal Havana building. The remainder of the area is Marino's parking which has four parking spots. He believes there are approximately 40 parking spaces for the restaurant/tavern; the Royal Havana has approximately 20 spaces and the pizza shop has approximately 8 spaces.

Vice Chairman Kary stated if any maintenance, such as power washing or cleaning of equipment, which takes place outside, it must be done during normal business hours and not late into the evening and Mr. Schiebli understood. He said all of their deliveries and maintenance are done within normal business hours now.

Mr. Cox moved to approve the Conditional Use Permit for Lake House Tavern, LLC, dba The Lake Effect, 38464 Lakeshore Blvd., Willoughby, OH with the following conditions: (1) Hours of operation being 5:30 a.m. until 3:30 a.m. and to comply with state liquor regulations, (2) Food and alcohol service permitted on outdoor patio, (3) Outdoor piped in music or live acoustical music must be at conversational level and is allowed Sunday through Wednesday until 10:00 p.m., Thursday, Friday and Saturday until midnight, and will terminate one year from the date of issuance which is today 1-25-18, (4) Any maintenance which would cause excessive noise should be done during normal business hours, (5) The shared dumpster will be enclosed with fencing/screening, and Mr. Wildermuth seconded.

ROLL CALL: Yeas: Dr. Norris; Mr. Cox; Mr. Wildermuth; Mr. Kary, Vice Chairman
 Absent: Chairman Merhar
 Nays: None

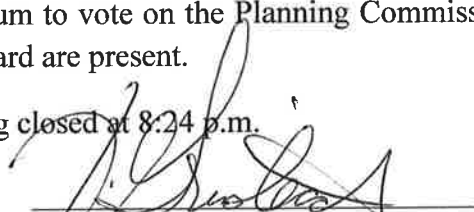
Motion Carried: APPROVED

Dr. Norris said at the last Planning Commission meeting he mentioned that he encouraged the Planning Commission and Council to sit down for a joint work session to go over the Zoning Code updates that were permanently tabled by Council at the end of 2017. Vice Chairman Kary explained that the Mayor is having Mr. Hart from CT Consultants work with the three new Council members (excluding Mr. Kary) to get them "up to speed" on the Zoning Code updates. Once they are caught up a meeting will be scheduled to finalize the Zoning Code updates. Mrs. Grinstead will contact the Mayor to schedule a meeting, possibly February 22, 2018 for a Work Session before the normal Planning Commission meeting.

Vice Chairman Kary stated there was not a quorum to vote on the Planning Commission officers, so they will remain on the agenda until all members of the Board are present.

There being no further business the regular meeting closed at 8:24 p.m.


Ken Kary, Vice Chairman


Vicki Grinstead, Secretary