

**PLANNING COMMISSION  
CITY OF WILLOUGHBY  
FEBRUARY 28, 2019  
REGULAR MEETING  
MINUTES**

**PRESENT:** J. McCue; K. Kary; M. Wildermuth, Chairman  
**ABSENT:** S. Norris; C. Cox; Darryl Keller, Chief Bldg. & Zoning Official  
**OTHERS:** M. Lucas, Law Director; Jim Sayles, City Engineer; Vicki Grinstead, Secretary

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

**MINUTES**

**Public Hearing Meeting Minutes**

**February 14, 2019**

Mr. Kary moved to approve the Public Hearing Meeting Minutes for February 14, 2019 as submitted and Mrs. McCue seconded.

**ROLL CALL:**           Yeas:           K. Kary; J. McCue; Mike Wildermuth, Chairman  
                          Absent:        S. Norris; C. Cox  
                          Nays:         None

**Motion Carried:    APPROVED**

**Regular Meeting Minutes**

**February 14, 2019**

Mr. Kary moved to approve the Regular Meeting Minutes for February 14, 2019 as submitted and Mrs. McCue seconded.

**ROLL CALL:**           Yeas:           J. McCue; K. Kary; Mike Wildermuth, Chairman  
                          Absent:        S. Norris; C. Cox  
                          Nays:         None

**Motion Carried:    APPROVED**

**OLD BUSINESS**

**None**

**Planning Commission  
City of Willoughby  
Regular Meeting Minutes  
February 28, 2019**

**NEW BUSINESS**

**Joel Steinberg**  
5370 SOM Center Rd.  
(Rep.- Jim Pegoraro, Land Design Consultants, Ldc)

**Zoning Change/  
Lot split PPN#27A-006-0-00-038-0**

Mr. Kary moved to table, per the applicant's request, the application for a zoning change/lot split for the Steinberg residence located at 5370 SOM Center Rd., Willoughby, OH 44094 and Mrs. McCue seconded.

ROLL CALL:        Yeas:            J. McCue; K. Kary; Mike Wildermuth, Chairman  
                         Absent:          S. Norris; C. Cox  
                         Nays:            None

**Motion Carried:    TABLED**

**Willogrove Apartments**  
37411 Grove Ave.  
(Rep.- Jonathon Cana, LDA Architects)

**Community Bldg./Swimming pool**

Mr. Cana of LDA Architects agent for Pete Snavelly of the Snavelly Group, 7139 Pine St., Chagrin Falls, OH are representing the application for Willogrove Apartments.

Mr. Snavelly stated the building was built in 1962 and will undergo some renovations to make it more modern. They are looking to improve the aesthetics of the complex as well as adding a 3,240 sq. ft. community building and swimming pool. They also plan to add a new sign and landscaping to the entrance of the complex. There are 385 units in the Willogrove Apartment complex.

Mr. Cana said the proposed building is a single-story 3,240 sq. ft. facility and reflects the colonial architecture of the area. The building will have offices, a fitness center and a secure room for parcel delivery for the residents. The swimming pool will be 900 sq. ft. with fencing and landscaping. They will also have a place for the residents to grill outdoors. They are also proposing modifications to the entry of each of the 32 buildings.

Mr. Cana presented the Board with a landscape plan around the pool and building area (in record 2-28-19-Exhibit "A). Mrs. McCue said that the interior decking looks different than what was submitted on the original plans. The original decking was wood but is now concrete with landscaping. Mr. Cana said yes they did change it because the concrete will weather better than wood.

There was a question of how high the fence will be around the pool. Mr. Cana said the city's requirement for a fence will be 72" around the pool. The reason for the added landscaping is to soften the look of the fencing.

**Planning Commission  
City of Willoughby  
Regular Meeting Minutes  
February 28, 2019**

Mr. Kary said they approved the EAS with the stipulation that they mitigate the storm water. Mr. Sayles said they are very slightly increasing the run off for this area. They can do something simple such a rain garden. Mr. Cana said the civil plans already incorporate on-site storm detention.

Mr. Cana stated that in the Ingress/Egress meeting the Fire Marshal was concerned about the turning radius of the rescue vehicles in this area. He said in their civil plans they also widened this road to accommodate two-way traffic.

Mr. Kary moved to approve the EAS/community building and swimming pool for the Willogrove Apartments, 37411 Grove Ave., Willoughby, OH 44094 with the stipulation that the applicants add on-site storm water detention and Mrs. McCue seconded.

ROLL CALL:           Yeas:           K. Kary; J. McCue; Mike Wildermuth, Chairman  
                          Absent:        S. Norris; C. Cox  
                          Nays:           None

**Motion Carried:    APPROVED**

**Milestone Auctions**  
38198 Willoughby Pkwy.  
(Rep.- Miles King)

**Similar Use Permit**

Mr. King is the owner of Milestone Auctions and is representing his application.

Mr. King is moving to a larger location to grow his existing business. People drive to the auctions from other areas and will bring more money into the city.

The following will be the new conditions for the Similar Use Permit and were read by Mrs. Grinstead:

- 1) Hours of operation: 8:00 a.m. until 9:00 p.m./7 days a week
- 2) No outdoor car sales. Any car sales will involve no more than one car allowed at a time.
- 3) All operations are inside of the building.

Mr. Kary moved to approve Similar Use Permit conditions for Milestone Auctions located at 38198 Willoughby Parkway, Willoughby, OH 44094 with the conditions as read by Mrs. Grinstead and Mrs. McCue seconded.

**Planning Commission  
City of Willoughby  
Regular Meeting Minutes  
February 28, 2019**

ROLL CALL:           Yeas:           J. McCue; K. Kary; Mike Wildermuth, Chairman  
                          Absent:        S. Norris; C. Cox  
                          Nays:         None

**Motion Carried:    APPROVED**

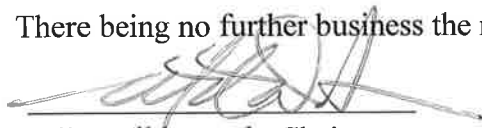
Mr. Lucas, Law Director advised the Board that they should make a motion that this use be put on as either a permitted use or a conditional use in the Light Industrial District and is subject to the determination of the Planning Commission and referenced C.O. 1109.10.

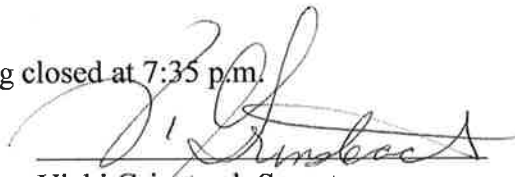
Mr. Kary moved to treat the Similar Use Permit, that was previously approved, for Milestone Auctions, 38198 Willoughby Parkway, Willoughby, OH 44094 as a Conditional Use Permit per C.O. 1109.10 and Mrs. McCue seconded.

ROLL CALL:           Yeas:           J. McCue; K. Kary; Mike Wildermuth, Chairman  
                          Absent:        S. Norris; C. Cox  
                          Nays:         None

**Motion Carried:    APPROVED**

There being no further business the regular meeting closed at 7:35 p.m.

  
Mike Wildermuth, Chairman

  
Vicki Grinstead, Secretary