

**PLANNING COMMISSION
CITY OF WILLOUGHBY
JANUARY 11, 2018
REGULAR MEETING
MINUTES**

PRESENT: Wade Mitchell; C. Cox; Steve 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 7:05 p.m.

MINUTES

Public Hearing Meeting Minutes

December 14, 2017

Mr. Mitchell moved to approve the Public Hearing Meeting Minutes for December 14, 2017 as submitted and Mr. Kary seconded.

ROLL CALL: Yeas: Mr. Mitchell; Mr. Kary, Vice Chairman, Mayor Fiala
 Absent: Chairman Merhar
 Nays: None
 Abstain: Mr. Norris; Mr. Cox

Motion Carried: APPROVED

Regular Meeting Minutes

December 14, 2017

Mr. Mitchell moved to approve the Regular Meeting Minutes for December 14, 2017 as submitted and Mr. Kary seconded.

ROLL CALL: Yeas: Mr. Mitchell; Mr. Kary, Vice Chairman; Mayor Fiala
 Absent: Chairman Merhar
 Nays: None
 Abstain: Mr. Norris; Mr. Cox

Motion Carried: APPROVED

**Note: Mayor Fiala voted for approval, via email, for both the Public Hearing and Regular Meeting Minutes of December 14, 2017.*

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January 11, 2018**

OLD BUSINESS

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

Development Plan/EAS

This item remains tabled.

NEW BUSINESS

Marous Brothers Construction
1742 Joseph Lloyd Parkway
(Doug Giebel, Marous Brother Construction)

Addition to Warehouse

Mr. Doug Giebel, of Marous Brothers Construction, 1601 Chesterland Ave. Lakewood, OH is representing his application.

Mr. Giebel stated they will be removing a 20 x 20 one-story portion of a storage garage site and concrete division for Marous Brothers Construction. This is the building next to their headquarters. They will reconstruct a 30 x 30 two-story structure in the same location. They were before the Board of Zoning Appeals for a setback variance on January 10, 2018 which was approved. The addition will look exactly the same as the previous building. They will be using the identical materials such as brick, windows, roofing etc. Mr. Giebel had pictures and a brick material sample if the Board requested to see them. Vice Chairman Kary stated they can see on the drawing that the building will be very similar in structure. Mr. Giebel stated this will basically be an office area.

Mr. Cox moved to approve the Development Plan/EAS for Marous Brothers Construction, 1742 Joseph Lloyd Parkway and Mr. Norris seconded.

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

Motion Carried: APPROVED

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**Support for You LLC
1356 Lost Nation Rd.
(Rep.-Melissa Blask, TDA)**

**Conditional Use Permit
for Adult Daycare**

Ms. Melissa Blask of ThenDesign Architecture, agent for Support for You LLC is representing this application.

Ms. Blask stated they are adding a restroom in the facility that is A.D.A accessible, updating the electrical and mechanical. They're making sure they have appropriate exit lighting and notifications on the doors for exits. There are no changes to the existing parking lot or the other building on the site at this time.

Vice Chairman Kary asked if the single-family dwelling, also located on this property, will be used as a residence or house some of the disabled adults. Ms. Blask stated that would be under a separate permit and is not on her scope of work. She said they are looking for a Conditional Use Permit on the adult daycare itself and nothing more.

Vice Chairman Kary asked what the hours of operation are for the facility. Ms. Blask was unsure what the hours would be and referred the question to Mr. Schiebli.

Mr. Bob Schiebli, partner in Support for You LLC stated there hours of operation will be from 6:00 a.m. until 11:00 p.m. Mr. Cox asked how many employees will be working there in addition to the disabled adults. Mr. Schiebli stated they will have one employee for every three disabled adults. Mr. Cox asked if there will supervision at all times and Mr. Schiebli stated yes. Mr. Schiebli stated only the supervisors will have keys to the building, the regular employees assisting their clientele will not. There will always be supervisors on site to manage the property.

Vice Chairman Kary asked how their clients are transported to the facility. Mr. Schiebli stated they currently have two vans at the facility that were purchased by the program and they are being utilized at this time to pick them up. There may be an occasion if the vans are unavailable that a personal vehicle may be used to pick up a client. Vice Chairman Kary asked if the building will be still utilized as a florist for the public and Mr. Schiebli stated not at this time. They may in the future grow little plantings and possibly have a poinsettia program, so their clients can learn some horticultural values. Vice Chairman Kary asked if they are licensed to work with the disabled adults.

Mr. Mark Cain, 20 River Dr. Eastlake, OH, partner in Support for You LLC. Mr. Cain said they are licensed by the State. The third partner, who is not present, has worked with the County Board and has retired. He will handle the administrative end of the business and Mr. Cain will handle the facilities. They also run the respite center in Mentor and another similar business in Eastlake. Vice Chairman Kary asked if the ultimate goal is to bring in customers or will it just be a work session for the disabled adults. Mr. Cain stated they would like to do all of that. They're trying to open it up as a community resource center so the parents can also participate and get some relief and help. The parents can speak with other parents and the disabled adults can show off their projects. Vice Chairman Kary wanted clarification as to the age of the disabled adults. Mr. Cain stated they are young adults, but it would not be mutually exclusive if the need

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arose. It could be any age group. He stated the County is trying to deinstitutionalize places like Deepwood; they are trying to take the “kids” out of an institutional setting and bring them into the community where they can work and interact with people.

Mr. Mitchell asked if they anticipate having a retail store as a part of this facility and Mr. Cain responded absolutely. It is not to be an institution, it will be a retail outlet where people can come and buy and sell goods. The “kids” grew lilies last Easter and sold them and the money went back to them.

Mr. Mitchell asked what hours Mr. Cain would anticipate operating a retail store at the site. Mr. Cain said 6:00 a.m. until 11:00 p.m. They are also hoping to open up a coffee shop. They employee approximately 40 full-time paid employees but not all of them are working at this site.

Mr. Mitchell stated he does not see any place laid out for retail or food sales on the renderings submitted. He wanted clarification on what they will be approving; a daycare center or a daycare center with a retail store. Ms. Blask stated the way it was proposed to her, it did not include any food sales. The building was existing, as is; with some areas for sales but that was not part of her scope of work. Her scope of work was adding the restroom and updating the electrical and mechanical. There will not be anything on the drawings for retail because it already exists.

Vice Chairman Kary asked Mr. Germano what they are approving. They were talking about an adult daycare, then a retail store, and a coffee shop, none of which are on the application. Ms. Blask stated Mr. Cain wanted to keep it as a florist, but since there were going to be disabled adults working there it had to be considered an adult daycare. They were urged to change it to the institutional use group.

Mr. Mitchell asked Mr. Keller that since there is an existing retail space in that facility, will the existing building be sufficient space to do retail sales in addition to the adult daycare. Mr. Keller stated the drawings that were submitted were for an institutional use and that had been what was approved, so at this point no. When they are prepared to do the retail portion they would have to resubmit because it is a different use. It would go from institutional to either mercantile or business. It could be an associated use, which is a smaller area and would be easier.

Vice Chairman Kary stated you want an adult daycare and a retail center and Mr. Cain said yes. Mr. Germano stated there is a problem with the application itself because now it’s being changed to include retail and that is not the way it was presented and Mr. Keller agreed. Mr. Germano stated he can have his application passed as submitted and come back for the retail portion or withdraw the application and resubmit it. Retail requires a public hearing and the public may have a different opinion on it being a retail facility. Mr. Cain stated it’s already zoned retail.

Vice Chairman Kary stated they can approve the adult daycare and then when they are ready to do the retail portion they can submit for that and Mr. Cain agreed.

Councilman Chris Woodin of Ward 1 has no concerns. He asked what the front parcel is zoned since there are two parcels and Mr. Keller stated it is now one parcel and is zoned Retail Business.

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Vice Chairman Kary asked where the dumpster is located. Mr. Cain stated there is a small out building in the back and it is outside that building in the southwest corner of the property. He has applied for fencing to enclose the dumpster and will install it in the spring so it is not visible from the street.

Mr. Norris stated he is concerned about this business operating until 11:00 p.m. and being a disturbance to the surrounding neighborhoods. Mr. Cain stated they will not be open for business that late, they will just be open for families that need some quiet time away from home to enjoy the outdoor terrace with the water feature. If there is any selling it will be during daylight hours. Ms. Blask stated these hours are for the institution and they would have to come back to amend the CUP for retail. Mr. Schiebli stated he understands Mr. Norris's concerns and they will not abuse their neighbors.

Vice Chairman Kary stated that one of the conditions will read: the Conditional Use is contingent upon completion and approval of interior renovations as indicated on the approved plans that were submitted. The interior of the facility will need to be inspected before Mr. Cain can begin operating the daycare.

Mr. Keller stated there is a single family dwelling on this property and is not being utilized and is not on the plan to be utilized in any way for this facility. It can be utilized for a single family dwelling but not for anything institutional.

Vice Chairman Kary stated we need days of the week in addition to the hours of operation and Mr. Cain stated it will be 7 days a week.

Mr. Mitchell moved to approve the Conditional Use Permit for Support for You LLC, 1356 Lost Nation Rd. to operate a horticultural based adult daycare facility only with hours of operation being 6:00 a.m. until 11:00 p.m. 7 days a week. The Conditional Use Permit will exclude any use of the single family dwelling located on the property at this time; no retail sales are permitted; the dumpster will be located on the southwest rear of property and must be fenced. The Conditional Use Permit is contingent upon completion and approval of interior renovations as indicated on the approved plans that were submitted. The interior of the facility will need to be inspected before the daycare can begin any operations and Mr. Norris seconded.

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

Motion Carried: APPROVED

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.

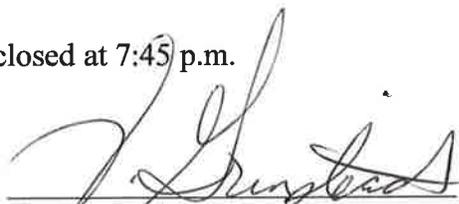
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Mr. Norris stated at the end of last year Planning Commission presented Council with multiple revisions to the Zoning Code and Council decided to permanently table them. He would like Planning Commission to represent those changes to the new Council as soon as possible.

There being no further business the regular meeting closed at 7:45 p.m.



Ken Kary, Vice Chairman



Vicki Grinstead, Secretary