

**INGRESS/EGRESS BOARD
CITY OF WILLOUGHBY
JUNE 7, 2018
REGULAR MEETING
MINUTES**

PRESENT: Tom Trem, Asst. Police Chief; Mike Kocab, Fire Marshal;
Darryl Keller, Chief Bldg./Zoning Code Inspector

ABSENT: None

OTHERS: Vicki Grinstead, Secretary

Mr. Keller opened the meeting at 9:02 a.m.

OLD BUSINESS

None

NEW BUSINESS

Arco National Construction, Inc.

38585 Jet Center Place

(Rep.- Kirk Pretorius & Matt Mast, Arco National Construction, Inc. &
Kurt Updegraff, Weston)

New Warehouse Bldg.

Mr. Keller asked if there was a tenant for the building and Mr. Updegraff stated they have a tenant to occupy the front half of the building. The company, which is currently in Willoughby, does manufacturing and machining of parts. It is a specialized manufacturer and it takes time to machine the parts. Mr. Keller asked about vehicle traffic. Mr. Updegraff stated they currently have approximately 35 employees but hope to have up to 47. There will not be much truck traffic because it is not a high volume business. Mr. Keller stated if it is a warehouse use it would require a conditional use, but that can be addressed when the tenants make application for their occupancy.

There was some discussion on parking for a warehouse vs. manufacturing. Mr. Keller stated Planning Commission can authorize reduced parking which they can bank for future use. If a future tenant has a different use it could change the parking ratio. Mr. Updegraff stated how they have the plan laid out there is room to expand for parking in the rear of the facility, and showed the Board members where they could add parking spaces on the plans.

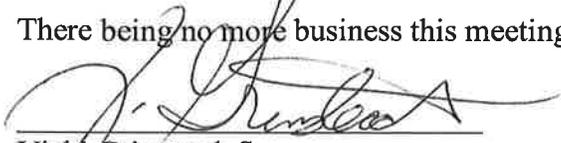
Fire Marshal Kocab stated they have a 10" line but do not need a fire pump and Mr. Mast stated that is what they currently show on the plans. From the street to the back of the parking lot is approximately 800'. They have a total of 6 fire hydrants. Mr. Mast stated they may try to install an 8" line instead of a 10" line. Fire Marshal Kocab stated an 8" line is not required by the fire department unless it is over 1000' for a dead end and would not have to be looped either. The fire department uses 4" storage connections in the vault. Mr. Pretorius asked if fire alarms are required and Fire Marshal Kocab stated yes, whatever is required by the Ohio Fire Code. The sprinkler system is required to be monitored. There will be two Knox Boxes installed at the front and back doors. Fire Marshal Kocab stated the enunciator panel is also usually located near the front door.

The Police Department had no issues.

City of Willoughby
Ingress/Egress Agenda
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There were no police or fire issues. The plans were all approved, stamped and signed.

There being no more business this meeting closed at 9:23 a.m.



Vicki Grinstead, Secretary
Ingress/Egress Parking Board
City of Willoughby