

**PLANNING COMMISSION  
CITY OF WILLOUGHBY  
AUGUST 9, 2018  
REGULAR MEETING  
MINUTES**

**PRESENT:** G. Merhar; S. Norris; K. Kary, Vice Chairman

**ABSENT:** C. Cox; M. Wildermuth

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

**Vice Chairman Kary called the regular meeting to order at 7:12 p.m.**

Mr. Germano stated that the applicant should be made aware that there are only three of the five Board members present this evening.

Vice Chairman Kary advised the participants that this board has five members of which a majority of the board is needed to grant approvals. There are only three members present this evening and they would need all three votes in favor and asked if they would like to proceed and they stated yes.

**MINUTES**

**Work Session Meeting Minutes**

**July 26, 2018**

Dr. Norris moved to approve the Work Session Meeting Minutes for July 26, 2018 as submitted and Mr. Merhar seconded.

ROLL CALL:	Yeas:	G. Merhar; S. Norris; K. Kary, Vice Chairman
	Absent:	M. Wildermuth; C. Cox
	Nays:	None

**Motion Carried: APPROVED**

**Public Hearing Meeting Minutes**

**July 26, 2018**

Mr. Merhar moved to approve the Public Hearing Meeting Minutes for July 26, 2018 as submitted and Dr. Norris seconded.

ROLL CALL:	Yeas:	S. Norris; G. Merhar; K. Kary, Vice Chairman
	Absent:	M. Wildermuth; C. Cox
	Nays:	None

**Motion Carried: APPROVED**

**Planning Commission  
City of Willoughby  
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August 9, 2018**

**Regular Meeting Minutes**

**July 26, 2018**

Mr. Merhar moved to approve the Regular Meeting Minutes for July 26, 2018 as submitted and Dr. Norris seconded.

ROLL CALL:           Yeas:           G. Merhar; S. Norris; K. Kary, Vice Chairman  
                          Absent:        M. Wildermuth; C. Cox  
                          Nays:         None

**Motion Carried:    APPROVED**

**OLD BUSINESS**

**None**

**NEW BUSINESS**

**Retail Building**

**Development Plan/EAS**

5880 SOM Center Rd.  
(Rep.-James Evans, Portal Associates;  
Patrick Sirpilla, De Ville Development)

Mr. Sirpilla of De Ville Development and Mr. Evans of Portal Associates are representing the application for the Development Plan/EAS for 5880 SOM Center Rd., Willoughby, OH.

Vice Chairman Kary asked if there were any concerns in regard to the Environmental Assessment Statement (EAS).

Mr. Sayles stated what they are proposing shows a slight increase in drainage and they will work with their engineer to mitigate this issue to reduce the run off. Mr. Merhar asked if they are creating more hard surface. Mr. Sayles said just a bit more but we have the redevelopment requirement that requires some reduction in flow even if they weren't increasing the run off.

Mr. Sayles stated in regard to traffic, it will be similar to when it was a fitness facility; it started very early in the morning and continued through rush hour. He said when a proposal came before the Board for the demolition and reconstruction of this building last year they looked at adding a turning lane on Halle Dr., but it was not feasible and would have made traffic worse.

Mr. Keller stated the applicant was originally short on green space and did not have enough information to calculate the stacking of the cars. They resubmitted information for the cars and also showed they added over the 20% required landscaping.

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Vice Chairman Kary asked what a contemporary cable guardrail system was. Mr. Evans stated it is cable rail made out of stainless steel and is installed between posts in a horizontal fashion. It will be installed in front of the northern two tenants for the building. There is a slight drop off in this area and it is required by code (presented renderings to the Board).

Vice Chairman Kary stated he sees the dumpster on the plan shows it being enclosed and must remain enclosed. He asked if there would be any new lighting installed. The only new lighting will be over the exit doors which are required by code.

Vice Chairman Kary stated they have had issues in this area with exterior maintenance being performed after business hours and was disturbing the neighbors. They will need to mitigate any exterior maintenance noise day or night and Mr. Sirpilla agreed.

Vice Chairman Kary stated there were concerns about the delivery trucks sitting and idling and could they assure the Board this would not be an issue. Mr. Sirpilla stated they can make it part of their rules and regulations that the common areas have deliveries made during structured hours.

Mr. Merhar asked where the speaker is for the drive thru. Mr. Sirpilla said it is located on the southwest side of the building facing the wooded area.

Vice Chairman Kary asked if there would be outdoor patios in the fenced area. Mr. Sirpilla stated Starbucks would have a patio with no food service or outdoor music.

Dr. Norris asked if they are proposing up to five tenants. Mr. Sirpilla stated they can have as few as three or as high as five. At the north end of the building on the east side there is the potential to have a patio. Dr. Norris asked if they would not allow outdoor music on this patio either and Mr. Sirpilla stated there would be no outdoor music.

Mr. Merhar moved to approve the Development Plan/EAS application for the retail building located 5880 SOM Center Rd., Willoughby, OH 44094 and Dr. Norris seconded.

ROLL CALL:	Yeas:	G. Merhar; S. Norris; K. Kary, Vice Chairman
	Absent:	M. Wildermuth; C. Cox
	Nays:	None

**Motion Carried: APPROVED**

**Retail Building/Starbucks**  
5880 SOM Center Rd.  
(Rep.-James Evans, Portal Associates;  
Patrick Sirpilla, De Ville Development)

**Conditional Use Permit**

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Mr. Sirpilla of De Ville Development and Mr. Evans of Portal Associates are representing the application for the Conditional Use Permit (CUP) for Starbucks, 5880 SOM Center Rd., Willoughby, OH.

Vice Chairman Kary asked what the hours of operation would be for Starbucks drive thru. The hours of operation would be 5:00 am until 11:00 pm., 7 days a week.

Vice Chairman Kary stated there will be no exterior maintenance done outside of normal business hours. There will be no food service on the exterior patio. The patrons can order their food/beverages and sit on the patio and eat. There will be no outdoor music permitted on the patio. There will be piped in music indoors only. Mr. Merhar stated this condition will apply to any restaurant permitted at this location and Mr. Sirpilla agreed.

Vice Chairman Kary asked if they would install signage to inform customers not to have their car windows open and loud music playing while they are in line at the drive thru and Mr. Sirpilla agreed. Vice Chairman Kary asked what the number of cars would be in the drive thru and Mr. Sirpilla stated they show ten.

Dr. Norris explained to the concerned residents about the traffic and there will be no additional headlights aimed toward the neighboring homes.

Vice Chairman Kary stated there is a three bin dumpster that serves the whole complex. Mr. Sirpilla stated that is correct and it will be bricked in to match the building. They will provide a sidewalk for the tenants to walk their trash down to the dumpsters. There will be no trash left outside of the building at any given time.

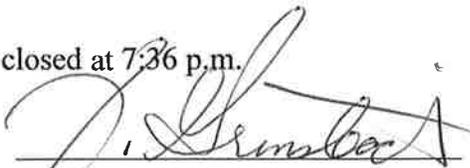
Mr. Merhar moved to approve the Conditional Use Permit (CUP) application for Starbucks located at 5880 SOM Center Rd., Willoughby, OH 44094 with the following conditions: Hours of operation will be 5:00 a.m. until 11:00 p.m. 7 days a week; the dumpster must be enclosed; no music will be allowed on the outdoor patio; no exterior maintenance or cleaning will be performed outside of normal business hours; there will be signage to mitigate car radio music while in line at the drive thru and Dr. Norris seconded.

ROLL CALL:           Yeas:           S. Norris; G. Merhar; K. Kary, Vice Chairman  
                          Absent:       M. Wildermuth; C. Cox  
                          Nays:         None

**Motion Carried:    APPROVED**

There being no further business the regular meeting closed at 7:36 p.m.

  
K. Kary, Vice Chairman

  
Vicki Grinstead, Secretary