

**PLANNING COMMISSION  
CITY OF WILLOUGHBY  
NOVEMBER 14, 2019  
REGULAR MEETING  
MINUTES**

**PRESENT:** S. Norris; C. Cox; J. McCue; K. Kary; M. Wildermuth, Chairman

**ABSENT:** Jim Sayles, City Engineer

**OTHERS:** Michael Lucas, Law Director; Darryl Keller, Chief Bldg. & Zoning Official  
Vicki Grinstead, Secretary

**Chairman Wildermuth called the regular meeting to order at 7:17 p.m.**

**MINUTES**

**Public Hearing Meeting Minutes**

**October 24, 2019**

Mr. Kary moved to approve the Public Hearing Meeting Minutes for October 24, 2019 as submitted and Dr. Norris seconded.

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

**Motion Carried:     APPROVED**

**Regular Meeting Minutes**

**October 24, 2019**

Mr. Kary moved to approve the Regular Meeting Minutes for October 24, 2019 as amended and Mrs. McCue seconded.

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

**Motion Carried:     APPROVED**

**OLD BUSINESS**

*Zeppe's Tavern, 5680 SOM Center Rd. for a Development Plan/EAS will remain tabled per the applicant's request until the next scheduled Planning Commission meeting.*

**NEW BUSINESS**

**Planning Commission**

**Planning and Zoning Code, Zoning  
Code Updates/Map Amendments**

Dr. Norris said in Ward 2 on Page 3 of the Map Amendments, he asked if the retail business will be overlaid. It says Limited Retail Overlay District over LI and Mr. Keller said he believes that is correct. He said the district won't change but will provide additional opportunities for that area. Dr. Norris said there are two parcels that are General Business that are part of this and said why wouldn't this overlay be R-B instead of G-B. Dr. Norris said on Page 4, 3B is currently MS-B and that will change and 3C is scheduled to change to General Business, so both the smaller parcels will change to G-B, so his thought was the old corridor along Old Lost Nation Rd., and anything that abuts Lost Nation Rd. could have a G-B overlay. Dr. Norris said he likes the zoning updates as a whole because it brings consistency to certain areas of the city. He said they could eliminate those "spot" parcels and it wouldn't change the current use, but could allow for future development. Mr. Keller agreed that an overlay would work in this area.

Dr. Norris said on Page 5 parcel 5A is being zoned from G-B from MS-B and wondered if any thought was given to make it light industrial with a G-B overlay as opposed to making whole parcel a G-B. Chairman Wildermuth said the city does not have a G-B overlay. He suggested the zoning be G-B and the overlay be as the L-I.

Dr. Norris said on Page 6 changing the large area to G-B is fine, but was wondering why the parcel (Holden Center) that is R-B to the southeast and is not G-B also.

Mr. Keller said he would check on all of Dr. Norris's points with Ms. Hopkins from CT Consultants.

Chairman Wildermuth suggested the Board table these map amendment changes in order to discuss them with Mrs. Hopkins because it could affect the legal notice if any other changes are made.

Mr. Lucas said the points Dr. Norris raised are good points and said they should ask Mrs. Hopkins the basis for these points and have them available for the next meeting for discussion and before recommendation to Council.

Dr. Norris moved to table Planning and Zoning Code Text and Map Amendment updates and Mr. Kary seconded.

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

**Motion Carried:    Tabled**

**City of Willoughby  
Regular Meeting Minutes  
Planning Commission  
November 14, 2019**

**New Townhomes**

5164 SOM Center Rd.

(Rep.- Jeremy Rosen, Frontier Land Group & Chuck Szucs, Polaris Engineering and Michael Schweickart, TMS Engineers)

**Rezoning from R-100 to R-MF-L**

Mr. Rosen of Frontier Land Group is representing the rezoning for the proposed townhomes at 5164 SOM Center Rd., Willoughby, OH 44094.

Mr. Kary said in other areas that have been rezoned, the city has asked the developer to agree that if they change the zoning that they will not change their project from townhomes to an apartment complex. Mr. Rosen said they would agree to this. He said they are single family attached and detached developers, fee simple, for sale and do not do any type of apartment buildings or condos. He said their next meeting is to come before the Board for a conditional use, which is specific to townhomes. There were no other questions or comments.

Mr. Lucas said the applicant has voluntarily agreed to limit what they have available for purposes of the rezoning of this particular use and Mr. Rosen said yes, their intention is only to develop townhomes, not apartments.

Mr. Kary moved to approve the rezoning from R-100 to R-MF-L for the proposed townhomes located at 5164 SOM Center Rd., Willoughby, OH 44094 as expressly limited by the applicant and Mr. Cox seconded.

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

**Motion Carried:     APPROVED**

**New Townhomes**

5164 SOM Center Rd.

(Rep.- Jeremy Rosen, Frontier Land Group & Chuck Szucs, Polaris Engineering and Michael Schweickart, TMS Engineers)

**Development Plan/EAS**

Mr. Rosen of Frontier Land Group is representing the Development Plan for the proposed townhomes at 5164 SOM Center Rd., Willoughby, OH 44094.

Chairman Wildermuth said the new wetland study will be submitted to the Planning Commission. He said he would like to discuss the traffic study.

Mr. Schweickart, President of TMS Engineers, 2112 Case Parkway S., Twinsburg, OH is representing the traffic study for the New Townhomes at 5164 SOM Center Rd., Willoughby, OH.

Mr. Schweickart said they are a specialty traffic engineering firm and they have provided a trip generation analysis.

**City of Willoughby  
Regular Meeting Minutes  
Planning Commission  
November 14, 2019**

The analysis is the first step to determine if you need a traffic impact statement for a particular development.

He said in this study the low number of units the national averages in a suburban setting indicates for PM peak trips are 32 and the AM trips are 25. Since they did not match the threshold of 60, which is ODOTS recommendation, they do not recommend any more than the study provided. This will not affect the capacity of the roadway and you will not see any negligible changes in traffic flow because it is so light.

Mr. Kary asked if there would ever be a need for a traffic signal for the residents traveling north on SOM Center and turning into the townhome complex. Mr. Schweickart said the use of a traffic signal is governed by the Ohio Revised Code. The Ohio Revised Code says you must meet a warrant that is being prescribed by Ohio Manual of Uniform Traffic Devices. He said the volume that they are seeing for this particular development do not come close to meeting one of the warrants and they could not recommend a traffic signal at this location. He said warrants are not only dictated by volume but by school, pedestrian, railroad crossings etc.

Mr. Kary said there is a condominium complex across the street. Mr. Schweickart said the way the warrants are written is it determined by the higher volume of the two streets and wouldn't be caused by this development. You cannot put a traffic signal every 200' even for a corridor like SOM Center Rd. because you could effectively increase the accident rate. Mr. Lucas said notwithstanding that a warrant may be present, so it does not automatically trigger the placement of a traffic signal; there is a component discretion involved in that and will need to be reviewed by the city engineer and Mr. Schweickart said yes.

Mr. Cox is uncomfortable that the people that live there will be effected by the increase of traffic. Mr. Schweickart said there will be 337 trips out of the new driveway and this includes ingress and egress.

Mr. Kary asked if they would commit to trimming the trees and removing the dead trees in the rear of this property that are affecting the homes in the trailer park. Mr. Rosen said he thinks they would be able to take care of this issue, but would need to speak to his boss. Mr. Kary said eventually this would become the responsible of the HOA.

Mr. Kary would like sidewalks installed along SOM Center in front of their property and Dr. Norris agreed. Mr. Rosen said he would consider it, but would have to speak to his boss. Mr. Keller said it is not mandatory, but most developers do agree to do this. The city's goal is to eventually have sidewalks all the way up SOM Center.

Mrs. McCue asked Mr. Rosen to explain the maintenance of the development and will they have an HOA and will they allow fences etc. Mr. Szucs of Polaris Engineering said the units will be fee simple townhomes with private roads and utilities. There will be a footprint around the unit and there will be open space around that which the HOA will maintain. Mr. Kary asked if there will be sidewalks on the interior of the complex. Mr. Szucs said they will propose sidewalks on one side of the street, the north side, and do an internal loop.

Mr. Szucs said they will be back with the final plat and improvement plans and the Board can comment at that time, but for tonight are they approving the overall layout. Chairman Wildermuth said the Board wants to see all of the above mentioned items on the final plan. He asked Mr. Szucs about the mounding along SOM. Mr. Szucs said they will look at that during final grading and providing contours.

**City of Willoughby  
Regular Meeting Minutes  
Planning Commission  
November 14, 2019**

Dr. Norris said this 50-home development is caddy corner from a school and across from an existing condo complex and cannot believe this won't have an adverse effect on traffic. He would like to request a more in depth traffic study.

Mayor Fiala said given the specifics of the new development along with the existing condo complex and left hand turns out of both developments at peak times, he agrees that a full traffic analysis should be done. Mr. Rosen said he will commit to a more in depth traffic study. Dr. Norris said this study should encapsulate at least to Big Turtle II all the way to Euclid Avenue.

Dr. Norris moved to approve the Development Plan/EAS for the proposed townhomes, 5164 SOM Center Rd., Willoughby, OH 44094 with the condition that a traffic study be conducted for Rt. 91 to be bound by the city engineer and the lots are to be fee simple in nature, all of which has been agreed to by the applicant and Mr. Kary seconded.

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

**Motion Carried:    APPROVED**

**BJ's Fueling Station**

36595 Euclid Ave.  
(Rep.- Brian Uhlenbrock, Neff & Associates)

**Development Plan/EAS**

Mr. Uhlenbrock of Neff & Associates is representing the Development Plan for the BJ's Fueling Station, 36595 Euclid Ave., Willoughby, OH 44094.

Mr. Uhlenbrock said the project consists of a new fueling facility which will be constructed on front of BJ's Wholesale Club and the theater; located within a parking lot area. The facility will include a canopy and six fueling dispensers and a small kiosk, approximately 200 sq. ft. There will be underground storage fuel tanks, and added landscaping. They will need to rework some of the storm sewers to avoid the canopy. They will add 11% of additional green space. They do not anticipate any issues with the stacking of vehicles in the parking lot as it is far enough away from the main buildings.

Dr. Norris asked with the removal of parking spaces will there still be enough parking and Chairman Wildermuth said yes.

Mr. Keller said the Ingress/Egress Board had no issues with the proposed plan and they meet the stacking requirements.

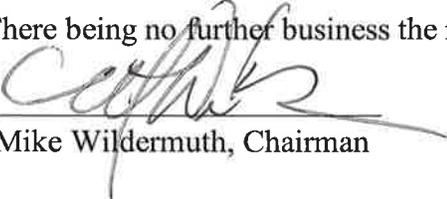
**City of Willoughby  
Regular Meeting Minutes  
Planning Commission  
November 14, 2019**

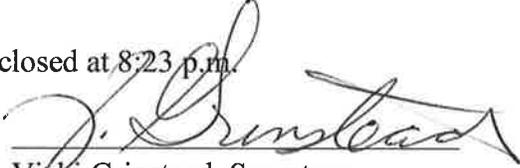
Mrs. McCue moved to approve the Development Plan/EAS as submitted for the BJ's Fueling Station, 36595 Euclid Ave., OH 44094 and Mr. Cox seconded.

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

**Motion Carried:    APPROVED**

There being no further business the regular meeting closed at 8:23 p.m.

  
Mike Wildermuth, Chairman

  
Vicki Grinstead, Secretary