

**PLANNING COMMISSION
CITY OF WILLOUGHBY
OCTOBER 12, 2023
REGULAR MEETING
MINUTES**

PRESENT: K. Kary; Ben Capelle; M. Wildermuth; S. Norris, Chairman

ABSENT: J. Cook; Tim Lannon, City Engineer

OTHERS: Keith Pedersen, Asst. Law Director; Larry Puskas, Chief Bldg. & Zoning Official;
Vicki Grinstead, Secretary

Chairman Norris called the regular in-person meeting to order at 7:00 p.m.

MINUTES

Public Hearing Meeting Minutes

September 28, 2023

Mr. Wildermuth moved to approve the Planning Commission Public Hearing Meeting Minutes for September 28, 2023 as submitted and Mr. Kary seconded.

ROLL CALL: Yeas: Ben Capelle; K. Kary; M. Wildermuth; S. Norris, Chairman
 Absent: J. Cook
 Nays: None

Motion Carried: APPROVED

Regular Meeting Minutes

September 28, 2023

Mr. Capelle moved to approve the Planning Commission Regular Meeting Minutes for September 28, 2023 as submitted and Mr. Kary seconded.

ROLL CALL: Yeas: K. Kary; M. Wildermuth; Ben Capelle; S. Norris, Chairman
 Absent: J. Cook
 Nays: None

Motion Carried: APPROVED

OLD BUSINESS

None

NEW BUSINESS

Andrews Ridge
Johnnycake Ridge
(Rep.- Bob Myers, Probuilt Homes)

**Revision to Final Plat
PPN#27A-031-0-00-025-0**

Mr. Myers of Probuilt Homes is representing the Revision to the Final Plat for Andrews Ridge, PPN#27A-031-0-00-025-0, Willoughby, OH 44094.

Mr. Myers said this is the revision that was done because the previously approved lot split/legal description was incorrect. It was the piece of land that was given to the city and showed it being combined with another parcel which was incorrect, so it changed the plat. The legal has since been corrected and this plat will match the revision to the legal description. Also, they added more signatures for commissioners to page 2 per Randy from Lake County Utility. They also changed the road from Scholar Way to Scholar Dr per Tim Lannon's request. No other lines or boundaries were affected. (Revised plat in record, dated 10-12-23).

Chairman Norris said there is an email from Tim Lannon, City Engineer, who reviewed and approved these changes.

Mr. Wildermuth moved to approve the revisions to the final plat for Andrews Ridge, Johnnycake Ridge/PPN#27A-031-0-00-025-0, Willoughby, OH 44094 and Mr. Capelle seconded.

ROLL CALL: Yeas: M. Wildermuth; Ben Capelle; K. Kary; S. Norris, Chairman
 Absent: J. Cook
 Nays: None

Motion Carried: APPROVED

KTE Villages Phase 4 LLC
Tudor Dr./PPN#21-A-022-0-00-029-0
(Rep.-Marc Strauss, KTE Villages Phase 4 LLC)

**Development Plan/EAS#11-9-23,
Minor subdivision for 2 bldgs./4 units**

Chairman Norris said the applicant has asked to be tabled for this evening's meeting.

Mr. Wildermuth moved to table the Development Plan/EAS#11-9-23 for a minor subdivision of 2 buildings/4 unit duplexes for the KTE Villages Phase 4 LLC, Tudor Dr./PPN#21-A-022-0-00-029-0, Willoughby, OH 44094 per the applicant's request and Mr. Capelle seconded.

ROLL CALL: Yeas: Ben Capelle; K. Kary; M. Wildermuth; S. Norris, Chairman
 Absent: J. Cook
 Nays: None

Motion Carried: TABLED

**City of Willoughby
Planning Commission
Regular Meeting Minutes
October 12, 2023**

Chairman Norris added a point of discussion for the meeting.

DISCUSSION

Chairman Norris asked the board if they would like to cancel the meeting between Christmas and New Years and the board agreed.

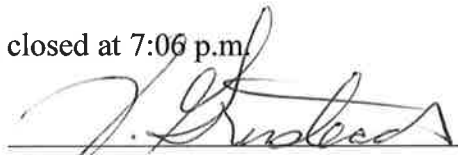
Mr. Wildermuth moved to approve the cancellation of the Planning Commission meeting for December 28, 2023 and Mr. Capelle seconded.

ROLL CALL: Yeas: K. Kary; M. Wildermuth; Ben Capelle; S. Norris, Chairman
 Absent: J. Cook
 Nays: None

Motion Carried: APPROVED

There being no further business the regular meeting closed at 7:06 p.m.


Steve Norris, Chairman


Vicki Grinstead, Secretary