

**PLANNING COMMISSION
CITY OF WILLOUGHBY
JANUARY 13, 2022
REGULAR MEETING
MINUTES**

PRESENT: K. Kary; J. Cook; J. McCue; M. Wildermuth; S. Norris, Chairman
ABSENT: Stephanie Landgraf, Asst. Law Director
OTHERS: Abigail Bell, Asst. Law Director; Tim Lannon, City Engineer;
Darryl Keller, Chief Bldg. & Zoning Official; Vicki Grinstead, Secretary

Chairman Norris called the regular in-person and Zoom meeting to order at 7:22 p.m.

MINUTES

Regular Meeting Minutes

December 9, 2021

Mr. Kary moved to approve the Regular Meeting Minutes for December 9, 2021 as submitted and Mr. Wildermuth seconded.

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

Motion Carried: APPROVED

OLD BUSINESS

Aldi's
37100 Euclid Ave.
(Rep.- Jessica Leiter, MS Consultants, Inc.)

**Development Plan/EAS
(grocery/retail store)**

Mr. Kary moved to untable Old Business for a Development Plan/EAS for Aldi's, 37100 Euclid Ave., Willoughby, OH 44094 and Mr. Wildermuth seconded.

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

Motion Carried: UNTABLED

Ms. Leiter of MS Consultants, 2221 Schrock Rd., Columbus, OH 43229 is representing the Development Plan/EAS for Aldi's located at 37100 Euclid Ave., Willoughby, OH 44094.

Mr. Leiter said they have made site plans changes per the commission recommendations at the last meeting. She said they widened both sidewalks along Euclid Ave. and Shankland Rd. These will be new sidewalks for the expanse of the development. They have shifted some of the landscaping from the west side to the south side to balance out the site. There is screening added for the dumpster and dock area; there is screening on the south side

**City of Willoughby
Regular Meeting Minutes
Planning Commission
January 13, 2022**

of the loading dock that will be a wood composite fence and there will be a swing gate on the front of the dumpster. They will be blocked from public view. There was also concern the future monument sign would cause sight line issues so that sign has been moved.

Mr. Kary asked if there was a tree lawn for the new sidewalks and Ms. Leiter said yes. Mrs. McCue said she would like to see the arborvitaes, on the south side, shifted closer (5-7 ft. apart) together beginning at the corner of the building and continuing for the length of the building.

Ms. Leiter said the other item that was added along the Euclid Ave. side of the building is additional glazing; on top will be clear glass and on the bottom half will be spandrel glass.

Mr. Wildermuth asked Ms. Leiter to clarify the brick material. The concrete masonry material will be 8x16 modular block size but looks like a clay brick. She showed the commission a sample materials board. Mr. Wildermuth asked her to explain the roof design. She said you will see a small portion of the tower. There is partial wall that helps to define that pitched roof so you will see the back of the vertical which is a gray roofing material. It will be a gray color palette throughout including the wood composite fence.

Chairman Norris said this Development Plan approval will be contingent upon the upcoming lot split.

Mr. Wildermuth moved to approve the Development Plan/EAS for Aldi's located at 37100 Euclid Ave., Willoughby, OH 44094 as submitted but with changes presented and contingent upon the upcoming approval of the lot split for this property and Mr. Kary seconded.

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

Motion Carried: APPROVED

NEW BUSINESS

Ohio Sports and Fitness
36445 Biltmore Place/Unit #G
(Rep.- Frank DeSico, Owner)

Conditional Use Permit (CUP)
(fitness facility)

Mr. DeSico, Owner of Ohio Sports and Fitness is representing his Conditional Use Permit.

Mr. DeSico said they have been in business for approximately seven years. He said he has renovated the interior of the building for his members. They provide personal trainers and health and wellness programs. The hours of operation will be 24-hour, 7 day a week. Mr. DeSico said at this time he has no need for a dumpster because he brings the trash home. He said his neighboring businesses said he could use their dumpsters but asked what the perimeters were if he were to obtain a dumpster in the future. Mr. Wildermuth said they should add that any future dumpster shall be enclosed with screening. Mr. Kary inquired about music. Mr. DeSico said there will be no outdoor music, but they will have music indoors.

**City of Willoughby
Regular Meeting Minutes
Planning Commission
January 13, 2022**

He said he spoke to his adjoining neighbor, and he has agreed to keep his speakers on the far back wall away from their offices and the music will be kept at a conversational level. Mr. Kary asked about outdoor activities. Mr. Keller said according to the CUP regulations no outdoor activities are permitted in this area and no equipment could be stored outdoors.

Mr. Cook moved to approve the Conditional Use Permit for Ohio Sports and Fitness located at 36445 Biltmore Place/Unit #G, Willoughby, OH 44094 with the following conditions: 1) Hours of operation will be 24 hours, 7 days a week 2) Any future dumpster needs to be screened 3) No outdoor music permitted, indoor music must be at conversational level 4) Storage of outdoor equipment is prohibited and Mrs. McCue seconded.

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

Motion Carried: APPROVED

Tim & Rita Pasbrig
603 Birchwood Dr.

Lot split/PPN#27-B-057-Q-00-039-0

Mr. Pasbrig, 603 Birchwood Dr., Willoughby, OH 44094 is representing his lot split.

Mr. Pasbrig said they would like to split the lot back to the original survey for sale purposes. He said his neighbor will purchase the lot once it is split and is allowing them an easement to have access to the lake. He also said his neighbor does not intend to build on this lot.

Mr. Kary moved to approve the Lot split/PPN#27-B-057-Q-00-039-0 for the Pasbrig residence, 603 Birchwood Dr., Willoughby, OH 44094 as submitted and Mr. Cook seconded.

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

Motion Carried: APPROVED

Probuilt Homes
9124 Tyler Blvd.
Mentor, OH 44060
(Rep.- George Davis, Probuilt Homes)

Rezone/EAS(a) from R-100 to R-80
PPN#27-A-031-0-00-002-0,
016-0, 017-0, 018-0/Johnnycake Ridge Rd.

Mr. Davis of Probuilt Homes, 9124 Tyler Blvd., Mentor, OH 44060 is representing his rezone from an R-100 to an R-80 zone district.

**City of Willoughby
Regular Meeting Minutes
Planning Commission
January 13, 2022**

Mr. Kary will address the EAS. He said this is only for the rezone portion of the EAS and not the development, so there are very few items that pertain to the EAS. He said they will have a storm water management plan with a retention/detention pond which will be up top in the lower left-hand area by the cul-de-sac. It will be reviewed by the city engineer to meet all city requirements. Mr. Kary said they have only one point of ingress/egress as far as traffic. He said on the original plan there were two points of ingress/egress but this plan they have reduced the number of homes from 91 to 51. Mr. Lannon said the driveway is located near a curve and there are sight distance issues, but they have a three-step process to document these issues; landscaping with signage is one of the items they would consider.

Chairman Norris explained the process the Planning Commission goes through with development plans submittals for education purposes for the audience/public.

Mr. Cook asked if Mr. Davis will be the builder. Mr. Davis said yes, but if the economy slows, he will bring in one other local builder. He will go on the record to state he will not sell this to a national builder. The homes will range in size from 1,800 sq. ft. to 3,200 sq. ft. Mr. Cook asked if there will be a buffer between his development and the St. John's Bluff development. Mr. Davis said no because that is a non-developable area which will be owned by Western Reserve Land Conservatory. Mr. Davis said he is developing approximately twenty acres. Mr. Goodman said Andrews Osborne Academy will have one hundred and five acres and are not negotiating with any other developers. He said the monies from the sale of this land will be used strictly for their capital budget.

Mr. Rodstrom of the Western Reserve Conservatory said the twenty-three acres of land between the two subdivisions will be permanently conserved with a conservation easement. It may have trails and a few benches but will be legally conserved.

Mr. Cook moved to approve the Rezone/EAS(a) from R-100 to R-80, PPN#27-A-031-0-00-002-0, 016-0, 017-0, 018-0/Johnnycake Ridge Rd. for Probuilt Homes as submitted, and Mr. Wildermuth seconded.

Mr. Kary said he was against this project when it was previously proposed, but they have cut the number of homes in half and are proposing to conserve a lot of land and said this is what is best for the community and the area in general.

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

Motion Carried: APPROVED

Shelby's Custom Auto Repair
38401 Apollo Parkway
(Rep.- Andrew Degenhardt, Owner)

Conditional Use Permit
(auto repair facility)

Mr. Degenhardt, 527 Cherokee Trail, Willoughby, OH 44090 Owner of Shelby's Custom Auto Repair is representing his Conditional Use Permit.

**City of Willoughby
Regular Meeting Minutes
Planning Commission
January 13, 2022**

Mr. Degenhardt said he previously had a full-time job and now he wants to open his own shop. He has all the equipment ready to go and has one lift installed and hopes to install two other lifts in the future. He has a good customer base and believes he would be a good asset to the city. He said his hours will be 24 hours, 7 days a week. He has a small commercial dumpster that will be kept indoors except for when the garage is picked up. He rolls it out and it is emptied and moved back indoors. Mr. Kary asked if any vehicles are kept outside. Mr. Degenhardt said on occasion someone may drop off a car in the evening for repairs. The board agreed there will be no long-term outdoor parking allowed. They will allow a maximum of (3) three days for the same vehicle to be parked outside. Sales of automobiles is prohibited.

Mr. Wildermuth moved to approve the Conditional Use Permit with the following conditions: 1) Hours of operation are 24 hours, 7 days a week 2) Dumpster must be kept indoors except on collection day 3) No long-term parking of vehicles; a maximum of three (3) days is permitted for same vehicle 4) Sales of automobiles is prohibited and Mr. Kary seconded.

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

Motion Carried: APPROVED

Aldi's
37100 Euclid Ave.
(Rep.-Greg Sommers, Sommers Development Group)

Lot split/PPN#27-A-015-0-00-018-0

Mr. Sommers, P.O. Box 1102, Chardon, OH 44024 of Sommers Development Group is representing the lot split for Aldi's.

Mr. Sommers said the lot split has been through all the proper channels including the city engineer and is asking for approval.

He said the last time they were here they miscalculated the residual acreage for the proposed townhomes. They had only 1.46 acres and now they are purchasing property from the school which will bring them closer to 2.5 acres of the required 3 acre minimum. It does not show on this evening's paperwork for the lot split.

Chairman Norris asked if the remaining lot is conforming, and Mr. Keller stated it is.

Mr. Wildermuth moved to approve the lot split for Aldi's, 37100 Euclid Ave./PPN#27-A-015-0-00-018-0 as submitted, and Mrs. McCue seconded.

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

Motion Carried: APPROVED

**City of Willoughby
Regular Meeting Minutes
Planning Commission
January 13, 2022**

BrightView
38886 Mentor Ave.
(Rep.- Michael DiMaggio)

Development Plan/EAS
(renovate interior & exterior)

Mr. DiMaggio is representing the Development Plan/EAS for BrightView.

Mr. Kary will address the EAS. There are no police or fire concerns, no noise, water or air pollution, hazardous waste concerns or demands on the schools. Mr. Keller said there are no concerns with parking. He said they spoke to the principals of the property and know the use of the adjacent property but for transparency purposes, since the building had been vacant so long, he wanted the commission to know what is being proposed. He said this will be a good use of the property. Mr. Lannon said there are no storm water issues. The timeline is approximately three months to completion. Mr. Keller said construction plans have already been approved.

Mrs. McCue suggested putting some plant materials between the parking and the street since this is a gateway to Willoughby.

Mr. DiMaggio said they are improving the exterior façade. They will be updating the exterior of the building to mimic the chiropractic building next door. The color palette will be cream with gray stone.

Mrs. McCue moved to approve the Development Plan/EAS for BrightView, 38886 Mentor Ave., Willoughby, OH 44094 as submitted and Mr. Cook seconded.

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

Motion Carried: APPROVED

Planning Commission

**Election – 2022
Chairman
Vice Chairman
Secretary**

Mr. Wildermuth moved to nominate Dr. Norris as Chairman of the Planning Commission for year 2022 and Mr. Kary seconded. There were no other nominations for Chairman.

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

Motion Carried: APPROVED

**City of Willoughby
Regular Meeting Minutes
Planning Commission
January 13, 2022**

Mr. Wildermuth moved to elect Dr. Norris for Chairman of the Planning Commission for year 2022 and Mrs. McCue seconded.

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

Motion Carried: APPROVED

Dr. Norris moved to nominate Mr. Wildermuth as Vice Chairman of the Planning Commission for year 2022 and Mr. Kary seconded. There were no other nominations for Vice Chairman.

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

Motion Carried: APPROVED

Dr. Norris moved to elect Mr. Wildermuth for Vice Chairman of the Planning Commission for year 2022 and Mr. Kary seconded.

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

Motion Carried: APPROVED

Dr. Norris moved to nominate Mrs. Grinstead as Secretary of the Planning Commission for year 2022 and Mr. Kary seconded. There were no other nominations for Secretary.

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

Motion Carried: APPROVED

Mr. Wildermuth moved to elect Mrs. Grinstead for Secretary of the Planning Commission for year 2022 and Mr. Kary seconded.


**City of Willoughby
Regular Meeting Minutes
Planning Commission
January 13, 2022**

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

Motion Carried: APPROVED

There being no further business the regular meeting closed at 8:46 p.m.


Steve Norris, Chairman


Vicki Grinstead, Secretary