

**PLANNING COMMISSION
CITY OF WILLOUGHBY
DECEMBER 8, 2022
REGULAR MEETING
MINUTES**

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

Chairman Norris called the regular in-person meeting to order at 7:05 p.m.

MINUTES

Public Hearing Meeting Minutes

November 10, 2022

Mrs. McCue moved to approve the Public Hearing Meeting Minutes for November 10, 2022 as submitted and Mr. Cook seconded.

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

Motion Carried: APPROVED

Regular Meeting Minutes

November 10, 2022

Mr. Kary moved to approve the Regular Meeting Minutes for November 10, 2022 as submitted and Mrs. McCue seconded.

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

Motion Carried: APPROVED

OLD BUSINESS

This item remains tabled per the applicant's request.

Family Dollar
38000 Euclid Ave.
(Rep.- Joe Myers, Myers Architect)

**Development Plan/EAS#4-3-22
(retail store)**

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The Enclave at Literary Pointe & The Townhomes

At Literary Point- Center St. & River St.
PPN#27-A-026-D-00-061-0, 062-0, 063-0
(Rep.- George Davis, Probuilt Homes)

Development Plan/EAS#16-8-22

**2-Duplex Units, 1-Triplex unit
3-Unit townhome & 4-Unit townhome**

Mr. Kary moved to untable the Development Plan/EAS#16-8-22 for The Enclave at Literary Pointe, Center and River Streets, Willoughby, OH 44094 for 2 duplex units, 1 triplex unit and a 3-unit townhome and a 4-unit townhome and Mrs. McCue seconded.

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

Motion Carried: UNTABLED

Mr. Davis and Mr. Myers of Probuilt Homes, 9124 Tyler Blvd., Mentor, OH 44060 are representing the Development Plan/EAS#16-8-22 for The Enclave at Literary Pointe, Center and River Streets, Willoughby, OH 44094 for 2-duplex units, 1-triplex unit, a 3-unit townhome and a 4-unit townhome.

Mr. Kary addressed the EAS. He said there were no concerns regarding stormwater management and Mr. Lannon said it meets approvals. WPCC said sanitary laterals will be required for each unit. No concerns from PD. FD initially had concerns about the turning radius in the cul-de-sac but have since been addressed. The cul-de-sac can now accommodate a 40' truck and no parking signs will be installed in the "T" area. No sprinklers required per the building code, but firewalls will be installed between units. No noise, water, air pollution or hazardous waste concerns. Minimal impact on the school system. Timeline: Begin in 2022 or asap and completion in two years. Garbage collection- ranch units the street is private, and price negotiated by HOA and street facing units will be city trash pick-up. Mr. Davis said he is sure there will be something in the deed restriction regarding leaving cans at curb once trash is picked up. Each unit will have their own water meter per Lake County Utilities.

Mr. Kary asked if they received Board of Zoning approval as far as height and setbacks. Mr. Myers said yes, the side setback on 4-unit has been approved but Mrs. Brooks said Planning Commission needs to address the height. Mr. Kary said the 3- and 4-unit buildings are 41'11" but there is a 35' maximum. Mr. Myers said the main reason for the height is they are trying to keep the historical feel and match the surrounding buildings with a normal style roof line, not a flat roof. The Design Review Board (DRB) gave their approvals for this project including the roof height. Mr. Davis said their ground sign was denied by Board of Zoning Appeals because of the placement and visibility. He said at this point there is no plan but they may consider other options. Chairman Norris asked what the size of the TDA building is compared to their building. Mr. Davis said the height to the ridge is approximately 34' for TDA so their buildings are roughly 6' taller. Chairman Norris said the height would be approved as submitted with the Development Plan. There was a brief discussion on the fencing which is before the Design Review Board. They are presenting other color options to the historical board in a gray solid vinyl fence.

Mr. Davis said DRB referred to the Planning Commission as far as landscape plantings. The DRB wanted to soften the two-foot return on the architectural elevation. Mrs. McCue asked if the walkways will be connected to

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the sidewalks and Mrs. Davis said yes. She asked Mr. Davis what the idea was behind the hedged area between the garages and TDA parking lot. He said the main goal is to create privacy for the residents in the townhomes. Mrs. McCue is concerned with the tight spacing and also discussed curb blocks. Mr. Davis said on the 4-unit building on the southern side they have 5.42' to their edge of pavement and on the northern side, closer to TDA it shrinks to 4.17'. She is concerned a living hedge may not be the best solution and what is proposed may be too big for this area. She believes there is also a light pole in the middle of the island and possibly some sort of utility. He said somehow they missed the light pole on their design, but have talked to TDA and they are ok with relocating the light pole to the edge of their pavement.

Mrs. McCue said they can be more creative and try to achieve something more aesthetically pleasing other than an arborvitae hedge and Mr. Kary agreed. Mr. Myers said he would prefer not to install any more fence in the buffer area. Mrs. McCue said Option A is a white vinyl fence with grasses in front that would have to be cut back in fall/spring. Option B is a 5' metal grid fence or green screen which is a vertical structure or a metal lattice for plants to grow on. Option C is green giant arborvitae hedge and Option D is a 4' black aluminum fence with lower plant material and a vertical tree with a smaller canopy. Chairman Norris said he likes Options B and D. Mrs. McCue said she is leaning toward Option D. Mr. Davis said Option D gives the residents the least amount of privacy. Mr. Davis said Option C with arborvitae provides the best screening for his residents and will require a bit of maintenance which can be addressed in a deed restriction. Chairman Norris said he is not opposed to Option C as long as there is a maintenance plan put in place. Chairman Norris said they will require landscaping and it must be maintained at a 10' maximum height and 3' maximum depth and replaced within sixty days. Mr. Myers said they will make sure this will be in the deed restriction. They will also move the light pole.

Mrs. McCue said the trees in the finger islands may not survive the winter months but if snow is being removed it should not be an issue. Mr. Myers said he would revise the plan to reflect all the changes made tonight and submit it for the record.

Mr. Cook moved to approve the Development Plan/EAS#16-8-22 for The Enclave at Literary Pointe, Center and River Streets, PPN#27-A-026-D-00-061-0, 062-0, 063-0, Willoughby, OH 44094 for 2 duplex units, 1 triplex unit and a 3-unit townhome and a 4-unit townhome with the two conditions that the commission is making a height allowance beyond 35' to match the submitted plans and the landscaping along the alley ways behind the 3- and 4-unit townhomes must be maintained at a 10' maximum height and 3' maximum depth and/or replaced as needed within sixty days and Mr. Kary seconded.

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

Motion Carried: APPROVED

NEW BUSINESS

Dynamic Roofing
2182 & 2184 Lost Nation Rd.
(Rep.-Mr. Wenty)

Conditional Use Permit

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Mr. Wenty is representing the Conditional Use Permit for Dynamic Roofing, 2182 & 2184 Lost Nation Rd., Willoughby, OH 44094 to operate a construction trade/contractor facility in a Limited Industrial zone district.

Mr. Wenty said they do construction, roofing, gutters, and siding. They also provide 24-hour service for emergency repairs.

Mr. Kary said there is no fencing around the perimeter of the property and per a memo from Chief Building Official Darryl Keller he suggested the board state as a condition of approval that there is no overnight parking for these two addresses. The other condition is that no materials of any kind will be stored outdoors and everything is kept indoors. The hours of operation are 24 hours, 7 days a week. There will be no storage of vehicles or materials of any kind outdoors for both property addresses. The dumpster is shared with other units. Per the applicant there will be no outdoor music.

Mr. Cook moved to approve the Conditional Use Permit for Dynamic Roofing, 2182 & 2184 Lost Nation Rd., Willoughby, OH 44094 to operate a construction trade/contractor facility in a Limited Industrial zone district with the following conditions: 1) Hours of operation are 24 hours, 7 days a week, 2) All trash goes to the dumpster 3) There is no outdoor storage of vehicles or materials of any kind and Mrs. McCue seconded.

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

Motion Carried: APPROVED

City of Willoughby
Oakridge Dr.
(Rep.- Keith Pedersen, Law Dept.)

**Lot split/PPN#27A0050000080
3.7606-acre parcel**

Chairman Norris said they received a memo from Law Director Lucas explaining why this lot split is desirable for easements. Mr. Pedersen, Esq. said it is for the sale of a larger lot because the smaller part of this division does have three easements. The residents who are purchasing this lot did not want the portion covering those easements to be part of the purchase, so in order to facilitate that purchase moving forward they are seeking the lot split so that the portion with the easements will be a separate lot. This way the lot can be sold without an easement for the purchasers. Chairman Norris asked if the easements are then landlocked, and Mr. Pedersen replied yes. The whole parcel is currently landlocked, and it will continue to be landlocked after the split.

Chairman Norris asked who will maintain the grass in the easement area. Mr. Pedersen said it is a wooded area and will continue as such. It is currently inaccessible by any road because it abuts three residential homes. He said they have substantial easements that will allow for certain improvements if needed. The city would seek permission from the homeowners to gain access in case of a fallen tree or other required maintenance.

Mrs. McCue moved to approve the lot split of 3.7606-acre parcel located on Oakridge Dr., PPN#27A0050000080, Willoughby, OH 44094 for the City of Willoughby and Mr. Kary seconded.

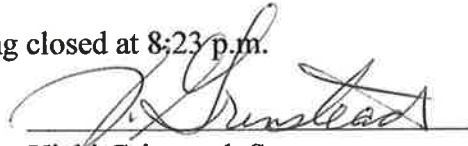
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ROLL CALL: Yeas: K. Kary; J. Cook; J. McCue; S. Norris, Chairman
 Absent: M. Wildermuth
 Nays: None

Motion Carried: APPROVED

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


Steve Norris, Chairman


Vicki Grinstead, Secretary