

**PLANNING COMMISSION  
CITY OF WILLOUGHBY  
JUNE 23, 2022  
REGULAR MEETING  
MINUTES**

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

**Chairman Norris called the regular in-person meeting to order at 7:06 p.m.**

**MINUTES**

**Public Hearing Meeting Minutes**

**May 26, 2022**

Mr. Cook moved to approve the Public Hearing Meeting Minutes for May 26, 2022 as submitted and Mrs. McCue seconded.

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

**Motion Carried: APPROVED**

**Regular Meeting Minutes**

**May 26, 2022**

Mrs. McCue moved to approve the Regular Meeting Minutes for May 26, 2022 as submitted and Mr. Cook seconded.

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

**Motion Carried: APPROVED**

**OLD BUSINESS**

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

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

This application remains tabled per the applicant's request.

**NEW BUSINESS**

**Streb Electric, LLC**  
36445 Biltmore Place/Unit #C  
(Rep.- Bill Streb, Owner)

**Conditional Use Permit  
(trade/contractor facility)**

Mr. Streb owner of Streb Electric, 36445 Biltmore Place/Unit #C, Willoughby, OH 44094 is representing this application for a Conditional Use Permit.

Chairman Norris advised the applicant that there are only three out of the five members present this evening. He told him that he will need all three votes in favor of his application and asked if he wished to proceed and Mr. Streb wished to proceed.

Mr. Streb said he is an electrical contractor and wishes to run his business out of this facility. There will be an office portion and a warehouse portion which will house their trucks and materials. There are no chemicals stored at this location. He said he also does not see an issue with parking. His hours of operation will be 6:30 a.m. until 5:30 p.m., 7 days a week. He said they are not set up for 24-hour service. The dumpster will be kept indoors. There will be no music and no additional lighting will be installed. The building H.O.A. is responsible for outdoor maintenance. He moved into the building a week ago and has met the adjacent tenants.

Mr. Cook moved to approve a Conditional Use Permit for Streb Electric, 36445 Biltmore Place/Unit #C, Willoughby, OH 44094 with the following conditions: 1) Hours of operation are 6:30 a.m. until 5:30 p.m., 7 days a week, 2) Dumpster shall remain indoors and Mrs. McCue seconded.

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

**Motion Carried:     APPROVED**

**North Coast Aikikai LLC**  
36495 Vine St.  
(Rep.- Georgette Frate-Mikus)

**Conditional Use Permit  
(martial arts/fitness facility)**

Mrs. Georgette Frate-Mikus of North Coast Aikikai LLC, 36495 Vine St, Willoughby, OH 44094 is representing this application for a Conditional Use Permit.

Mrs. Frate-Mikus said they practice martial arts and have an occasional seminar. They have been in the building since April or May of 2022. The hours are 24 hours, 7 days a week. An instructor will always be present when someone is in the building. The instructors are the only ones who have access to the building. They have no need for a dumpster and take the trash home every evening. Any music shall be kept at conversational level.

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Chairman Norris said they have requested to use the outdoor areas and asked Mr. Keller if this was permitted. Mr. Keller said it is not according to Use Specific Regulations C.O. 1155.04(aa). Mrs. Frate-Mikus said they would just do a demonstration or outdoor class to attract possible students. Chairman Norris said even though they requested the use of the outdoor areas the Planning Commission will restrict their activities to indoor only. They are not responsible for outdoor maintenance of the building or any additional lighting.

Mrs. McCue moved to approve a Conditional Use Permit for North Coast Aikikai LLC, 36495 Vine St, Willoughby, Willoughby, OH 44094 with the following conditions: 1) Hours are 24 hours/7 days a week, 2) There is no dumpster, 3) Any music shall be kept at conversational level, 4) No outdoor activities shall be permitted and Mr. Cook seconded.

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

**Motion Carried:     APPROVED**

**Lake County Executive Airport**  
1717/1745 Lost Nation Rd.  
(Rep. David Anderson, LCOPEDA)

**Lot split/PPN#27-B-054-0-00-012-0**

There was no one present to represent for the Lake County Executive Airport, 1717/1745 Lost Nation Rd., Willoughby, OH 44094 for a lot split of PPN#27-B-054-0-00-012-0 per a prior communication from the applicant.

Chairman Norris said this is a resubmittal of a previously approved lot split on June 10, 2021 which has expired.

Mr. Cook moved to approve lot split of PPN#27-B-054-0-00-012-0, Willoughby, OH 44094 as submitted for Lake County Executive Airport, 1717/1745 Lost Nation Rd., and Mrs. McCue seconded.

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

**Motion Carried:     APPROVED**

**Charlton Abbott**  
37903 Euclid Ave.  
(Rep.- Ken Boyd, Owner)

**Development Plan amendment**  
(original approved 3-25-22)

Mr. Boyd, Owner of Charlton Abbott, 37903 Euclid Ave., Willoughby, OH 44094 is representing this amendment to his Development Plan.

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Mr. Boyd said he is moving pavers to all one side so there is more green space. The total number amount of pavers will be reduced overall, and he is concentrating them all on the north side. Mrs. McCue noted the parking has changed and he has less spaces and no longer connects to the south property. Mr. Boyd said that was correct. Mr. Keller does not have an issue with the parking because Mr. Boyd has a shared parking agreement with a neighboring property. Mr. Keller said they have received permits for the work they are intending to do.

Mr. Boyd said they have an agreement/letter to utilize the church's sixty parking spaces as previously requested for the Conditional Use Permit from midnight Sunday to midnight Saturday. There will be instructional signage submitted to the city in the near future. Chairman Norris said they are only losing three parking spaces and since they have the parking agreement, he has no issues with this amendment. Mr. Lannon has no issue with this plan since these are permeable pavers.

Mr. Cook moved to approve an amendment to a Development Plan for Charlton Abbott, 37903 Euclid Ave., Willoughby, OH 44094 as submitted and Mrs. McCue seconded.

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

**Motion Carried:     APPROVED**

**Cast Nylons**

4300 Hamann Pkwy.  
(Rep.- Brian Deming, Deming Enterprises)

**Development Plan/EAS#10-5-22  
(addition to existing bldg.)**

Mr. Deming of Deming Enterprises, 3675 Lane Rd., Perry, OH 44081 and Kevin Mulligan, Project Engineer for Cast Nylons, 4300 Hamann Pkwy., Willoughby, OH 44094 are representing this application for a Development Plan/EAS.

Chairman Norris addressed the EAS. There are no issues with traffic, no hazardous waste or materials, noise, water, or air pollution. There is nothing dealing with the school district. No issues from the Police or Fire Departments. He said WPCC noted that all new sanitary created from the addition needs to be routed to the pre-existing control manhole.

Mr. Deming said they will be constructing an addition to the north and showed the board a rendering. The addition will be approximately 15,500 sq. ft. which is fully sprinklered and has one new truck dock. The addition will match the rest of the building. They will install underground detention in order to meet the storm water requirements.

Chairman Norris said the elevation that faces the road will have face brick to match the existing building and Mr. Deming said that was correct. The north and west elevations are concrete block.

Mrs. McCue asked if parking islands apply to this use. Mr. Keller said he was out of the office when this review was done but there are no comments on parking islands. Mr. Mulligan said they currently have 50+ parking spaces and they will have approximately 80+ spaces which will be 15-16 more than required. Mrs. McCue requested

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installing parking islands with a tree of appropriate size. The board would like a total of three 20'x20' islands which includes the one shown in the middle and Mr. Mulligan said they agree to this request.

Mr. Lannon said the parking lot expands into a 20' drainage easement and would like it added to the site plan to review any future issues. This will be looked at by the Building Department during the site plan review. They will combine the two parcels into one.

Mrs. McCue moved to approve a Development Plan/EAS #10-5-22 for Cast Nylons, 4300 Hamann Pkwy., Willoughby, OH 44094 as submitted with the conditions as noted with a total of three 20'x20' islands with appropriate sized trees and ground cover and Mr. Cook seconded.

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

**Motion Carried:     APPROVED**

**Ericson Manufacturing**  
4323 Hamann Industrial Pkwy.  
(Rep.- Brian Deming, Deming Enterprises)

**Development Plan/EAS#7-4-22  
(addition)**

Mr. Deming of Deming Enterprises, agent for Ericson Manufacturing, 4323 Hamann Industrial Pkwy., Willoughby, OH 44094 is representing this application for a Development Plan/EAS.

Chairman Norris addressed the EAS. There are no issues with traffic, no hazardous waste or materials, noise, water, or air pollution. There is nothing dealing with the school district. No issues from the Police Department. The Fire Department's comment was the firefighting equipment is to be maintained along the south wall and will need a sign stating, "fire lane". He said WPCC noted that all new sanitary created from the addition needs to be routed to the pre-existing control manhole.

Mr. Deming said they plan to construct an addition of approximately 11,100 sq. ft. to be used for warehousing and storage. He said they recently purchased the building and are trying to reduce the clutter. The back portion of the building is concrete masonry and only the front elevation has brick. The west elevation of the existing building is all brick. Chairman Norris asked if the bottom half of the new addition brick will match the existing. Mr. Deming said no it is concrete masonry. It is hard to see from the street because there are several mature trees and a chain link fence to the right of the apron. The south elevation of the existing building is also concrete masonry, and the addition will match.

Mr. Lannon has no storm water issues with this site. Mrs. McCue inquired as to why they are not presenting any landscaping. Mr. Deming said they felt there was no good spot to add plantings that could be seen from the street with the mature trees and chain link fence. Chairman Norris asked how dense the screening is on the east end of the property. Mr. Deming said very dense with the leaves on the trees and there is also an 8' chain fence and no room for any additional plantings. Mr. Deming said they only work until 6:00 p.m. so noise should not be an issue.

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Mr. Cook moved to approve a Development Plan/EAS #7-4-22 for Ericson Manufacturing, 4323 Hamann Industrial Pkwy., Willoughby, OH 44094 as submitted and Mrs. McCue seconded.

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

**Motion Carried:     APPROVED**

**Equipment Recovery Corp.**  
37611 Euclid Ave./PPN#27A0170000050  
(Rep.- Kevin Clickman & Joe Vaughn)

**Development Plan/EAS#11-5-22**  
(laydown yard)

Mr. Clickman and Mr. Vaughn of Equipment Recovery Corp., 37611 Euclid Ave./PPN#27A0170000050, Willoughby, OH 44094 are representing this application for a Development Plan/EAS in lieu of the owner Ron Vaughn.

Chairman Norris addressed the EAS. There are no issues with traffic, no hazardous waste or materials, noise, water, or air pollution. No effects on the school system. No issues from the Police or Fire Departments. He said WPCC had no comments. Mr. Lannon said there was a similar expansion in 2019 with a plan for retention that was never constructed. This expansion will need to include the 2019 expansion. He said with the size of the expansion water source delineation is required as part of the normal storm water management submittal. They need to show compliance with state and federal regulations.

Mrs. McCue asked if they plan to address storm water with underground detention or a basin. Mr. Clickman said because of the topography of the land it slopes to the existing drains and toward the back of the property is a creek that everything flows to. Mr. Vaughn said they remove the top layer down to a hard surface and add a clay material and add crushed asphalt crushed grindings. He said they have no run-off and believes adding a retention pond would do more harm than good. It could create a mosquito infestation for the Willow Grove residents. Mr. Lannon said a storm water management report is required, done by a registered professional engineer and if that is what they say he will then review it.

Mr. Clickman said they are expanding their laydown yard to be the same size as the previous one. There are no chemicals or oils stored outside that can run into the creek. He said everything they remove from a job site is cleaned/processed; in order for them to bring in from a different state this is a requirement. They will add mounding but there will be a break where the easement/drive is located. There will be a total of 4- 10' mounds; 2 connecting to the existing mounds and 2 in the back with an opening to an easement for a future drive onto Hamann Parkway. The 10' mounds will have natural vegetation. Mrs. McCue said if they are required to install retention it would possibly be in the northwest corner and would have to be inside the mounding to provide screening. Mr. Lannon said they have submitted drawings and they will review and send out comments to the applicant.

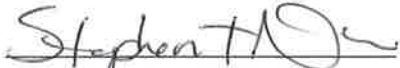
Mrs. McCue moved to approve a Development Plan/EAS #11-5-22 for Equipment Recovery Corp., 37611 Euclid Ave./PPN#27A0170000050, Willoughby, OH 44094 as submitted and Mr. Cook seconded.

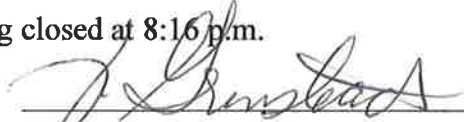
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ROLL CALL:        Yeas:     J. Cook; J. McCue; S. Norris, Chairman  
                     Absent:  K. Kary; M. Wildermuth  
                     Nays:    None

**Motion Carried:    APPROVED**

There being no further business the regular meeting closed at 8:16 p.m.

  
Steve Norris, Chairman

  
Vicki Grinstead, Secretary