

**PLANNING COMMISSION
CITY OF WILLOUGHBY
OCTOBER 10, 2024
REGULAR MEETING
MINUTES**

PRESENT: Jim Cook; Ben Capelle; K. Kary; M. Wildermuth, Vice Chairman
ABSENT: S. Norris, Chairman; Darryl Keller, Bldg./Zoning Chief, Tim Lannon; City Engineer
OTHERS: Stephanie Landgraf, Law Director; Samantha Karabec, CT Consultants;
Karen Brooks, Zoning Code Inspector; Vicki Grinstead, Secretary

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

MINUTES

Regular Meeting Minutes

September 26, 2024

Mr. Cook moved to approve the Planning Commission Regular Meeting Minutes for September 26, 2024 as submitted and Mr. Capelle seconded.

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

Motion Carried: APPROVED

OLD BUSINESS

None

NEW BUSINESS

David Black
34975 Aspenwood Lane

**Lot split/PPN#27-A-007-A-00-004-0
splitting 1 parcel into 2**

Mr. Black is representing the lot split for 1 parcel creating 2 parcels for the Black residence, 34975 Aspenwood Lane/ PPN#27-A-007-A-00-004-0, Willoughby, OH 44094.

Mr. Black said he also owns the property 5455 SOM Center Road which is currently a rental. He said his plan is to cut the lot in half for the 5455 SOM Center Road property and the smaller portion will remain with the rental property. The larger portion will be combined with his own lot at 34975 Aspenwood Lane property and will be an "L" shape.

**City of Willoughby
Planning Commission
Minutes
October 10, 2024**

Vice Chairman Wildermuth asked who will maintain the property in the rear and Mr. Black said he's always maintained it and will continue to maintain it. Vice Chairman Wildermuth said it is a pretty straight forward lot split.

Mr. Capelle moved to approve the lot split for the Black residence, 34975 Aspenwood Lane/ PPN#27-A-007-A-00-004-0, Willoughby, OH 44094 as submitted, splitting the lot from 1 parcel into 2 parcels and Mr. Cook seconded.

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

Motion Carried: APPROVED

Valvoline
35901 Euclid Ave./PPN#27-A-013-0-00-020-0
(Rep.- Nigel Tate, CESO)

**Conditional Use Permit
for an automobile service station**

Mr. Tate of CESO, Engineering & Architectural Consultant is representing the Conditional Use Permit for Valvoline for an automobile service station/oil change facility.

Vice Chairman Wildermuth asked Mr. Tate if he wished to proceed with four of the five members present and he said yes.

Mr. Tate said this is for a new Valvoline facility, which operates as a drive-thru service for mainly oil changes and other minor maintenance. The site is already developed, so they will be using most of the existing infrastructure. They will construct a new building with a dumpster enclosure. They are significantly reducing the impervious surface so they will have more landscaping with irrigation. As far as stormwater, they are reducing the run-off and traffic so it will be significantly less than the previous business/restaurant.

Vice Chairman Wildermuth asked what the plans were for the existing Valvoline building. Mr. Tate said their lease will be ending soon (2027) and they will be moving operations and employees over to the new facility. He said he believes Chick-fil-A owns the existing building and property and is unsure what their future plans are for that building. Vice Chairman Wildermuth asked if they will be leasing the new property as well and Mr. Tate said yes.

Mr. Tate said the normal operating hours are from 7:00 a.m. until 7:00 p.m., 7 days a week but for the CUP they would like 6:00 a.m. to 8:00 p.m. He said the dumpster will be enclosed and will match the brick and EIFS of the building and will have steel gates. There will be no exterior noise or speakers. No exterior maintenance/cleaning will be allowed from midnight until 6:00 a.m., 7 days a week. Mr. Tate said the only thing they have is a recycling truck that will haul away the used oil and takes it to a recycling center, but this happens during normal business

**City of Willoughby
Planning Commission
Minutes
October 10, 2024**

hours. Mr. Capelle asked how they dispose of used oil filter. Mr. Tate said they are recycled as well and removed from the site by the same truck.

Mr. Kary moved to approve a Conditional Use Permit for Valvoline, 35901 Euclid Ave./PPN#27-A-013-0-00-020-0, Willoughby, OH 44094 with the following conditions: 1) Hours of operation are 6:00 a.m. to 8:00 p.m., 7 days a week, 2) No outdoor maintenance allowed from 12:00 a.m. until 6:00 a.m., 7 days a week. 3) Dumpster must be enclosed/screened 4) No exterior noise or speakers allowed and Mr. Cook seconded:

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

Motion Carried: APPROVED

Valvoline
35901 Euclid Ave./PPN#27-A-013-0-00-020-0
(Rep.- Nigel Tate, CESO)

**Development Plan/EAS#12-9-24
for new oil change facility**

Mr. Tate of CESO is representing the Development Plan/EAS#12-9-24 for an automobile service station/oil change facility.

Mr. Kary addressed the EAS.

- **Stormwater:** Sanitary Sewer has the capacity to handle this development. High-wall plumbing w/grinder pump should be used. Reduction in impervious area by 20%.
- **Traffic:** None, less than previous restaurant, traffic study submitted.
- **FD & PD:** No concerns
- **Noise, water, air pollution:** No concerns
- **Impact on schools:** None
- **Hazardous waste:** All proper containment of any hazardous materials will be addressed appropriately based on traffic study and data report. All materials recycled and taken off-site.
- **Timeline:** Begin: Spring, 2025 Complete: Summer/Fall 2025

Vice Chairman Wildermuth said they will now address the Development Plan. Mr. Tate presented the commission with a material board. Vice Chairman Wildermuth said they are proposing to use DRYVIT above the water table for the building materials. He asked if the existing Valvoline is an all brick building and asked if there was a reason why they chose not to utilize brick for this design. Mr. Tate said this is a prototype and use this when possible.

Mr. Kary said he went to their website and printed out a picture of a Valvoline building with all brick and would like to see this happen for this project (in record 10-10-24, Exhibit "A"). Mr. Kary said, in conversations with the Mayor, he agreed and would like this building to have brick as well. Mr. Kary also gave Mr. Tate a copy of the rendering (Exhibit "A"). He believes the brick will compliment the surrounding newer and renovated structures in that area. Mr. Tate said he would agree to mimic the rendering Mr. Kary submitted from Valvoline's website with brick and stone. He said Valvoline wants to be a good neighbor and would agree to enhancing the building. Mr.

**City of Willoughby
Planning Commission
Minutes
October 10, 2024**

Kary said the landscaping for this building looks good and the brick will enhance this further. Vice Chairman Wildermuth said (in Exhibit "A") from the gutter/belt line the upper portion of the tower is DRYVIT which is fine because it is an element above the roofline. He wanted to clarify that these finishes should be on all four sides of this building and Mr. Tate agreed.

Mr. Capelle said he would like to see a pedestrian crossing from the right-of-way to the building such as a sidewalk to the front door. He said ideally he would like to see it between the in and out drives, right up the middle to the front door but they can determine what will best fit the site. Mr. Tate said they will provide that path.

Vice Chairman Wildermuth said if this is approved with the conditions previously stated, he will need to resubmit the plans showing these changes including the elevations to Mrs. Grinstead in the Building Department. Mr. Tate said this rendering (Exhibit "A") shows stone and brick and they discussed all brick and asked for clarification. Vice Chairman Wildermuth said the stone and brick in Exhibit "A" is fine and Mr. Kary agreed.

Mr. Kary moved to approve the Development Plan/EAS#12-9-24 for Valvoline, 35901 Euclid Ave./PPN#27-A-013-0-00-020-0, Willoughby, OH 44094 with the conditions that the building be stone and brick as shown in Exhibit "A" and pedestrian access from the right-of-way shall be added to the site wherever the applicant feels it fits best; updated renderings of these changes must be submitted to the Building Department once completed and Mr. Cook seconded.

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

Motion Carried: APPROVED

Village Park West
32801 Euclid Ave.
(Rep.- Jacob Shields, Grey Fox Capital Ltd.)

**Conditional Use Permit
for townhomes**

Mr. Shields of Grey Fox Capital Ltd, 6161 Oak Tree Blvd./#260, Independence, OH 44131 is representing the Conditional Use Permit for a townhome development.

Chairman Wildermuth said the zoning code requires a Conditional Use Permit for townhomes and the items that are listed in that section to refer you to Conditional Use is what the board enters on the Conditional Use Permit.

Mr. Capelle moved to approve a Conditional Use Permit for Village Park West, 32801 Euclid Ave., Willoughby, OH 44094 with the following conditions: 1) Townhome development to follow all city codes and ordinances and Mr. Cook seconded:

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

Motion Carried: APPROVED

Village Park West
32801 Euclid Ave.
(Rep.- Jacob Shields, Grey Fox Capital Ltd.)

Development Plan/EAS#10-7-24(b)
Preliminary Plat for 30 townhomes

Mr. Shields of Grey Fox Capital Ltd, 6161 Oak Tree Blvd./#260, Independence, OH 44131 is representing the Development Plan/EAS#10-7-24(b) for a townhome development.

Mr. Kary addressed the EAS.

- **Stormwater:** WPCC concurs with city engineer's recommendations. Existing utilities have capacity to handle demands of the proposed development. High wall plumbing discharge to sewers should be above 668.49. Applicant noted they intend to do a gravity sewer to lift station underneath townhomes. City Engineer to determine what will be the best solution. There are two stormwater detention basins proposed. Consistent maintenance program in place for pump station. Back-ups in place for power disruptions. Standby power required. Applicant noted H.O.A. will be required to have maintenance agreement with the provider. If there is an outage or issue with lift station the provider will be on-site to manage it so there is no disruption of service. The city may require notification to WPCC staff. Wetlands: On northeast corner of site. Site inspection completed & submitted to Army Corps of Engineers. Follow code requirements for stormwater management C.O. 1171.10 & 1181.06. See attached memo from City Engineer dated 10-9-24.
- **Traffic:** None
- **Sidewalks:** Installed interior of development & along Euclid Ave. Sidewalks set back to match the Storage King facility sidewalks.
- **FD & PD: FD:** Due to width of the street & layout the entire circle shall be a fire lane. Signage for no parking fire lane. No on-street parking is allowed. Fire hydrant locations to meet the requirements of the city. **PD:** Landscaping not to block line of sight for traffic.
- **Noise, water, air pollution:** None
- **Impact on schools:** Minimal. Will be W/E school system.
- **Hazardous waste:** None
- **Timeline:** Begin: Spring, 2025 Complete: Fall/spring, 2026

Vice Chairman Wildermuth said they will now address the Development Plan. Mr. Kary did not care for the design of the development and would like to see the garages and streets in the rear of the property and make them more like cottage courts. Mr. Shields said they looked at this project in many different ways and one of the issues is they are trying to meet a specific density to make it financially feasible. The size of the three acre parcel would be challenging to do what Mr. Kary is suggesting. The renderings provided are a starting point and they are not under contract with any builder at this point. The design is not set in stone but the lot sizes are.

Vice Chairman Wildermuth said since they are not into the design phase yet, asked them to consider a variety of rooflines and other treatments to the rear of the units so they do not all look alike. He suggested to have three or four different models. Mr. Shields said he will consider it but cannot promise to do it. Vice Chairman Wildermuth

**City of Willoughby
Planning Commission
Minutes
October 10, 2024**

said the commission strongly suggests these changes. Mr. Shields said it will depend on the financial aspect of the project. They recently discovered the back half of the site is fill, fourteen feet down, which will cost quite a bit more to mitigate and this is why he is having a hard time to committing to what the commission is asking for.

Mr. Kary and Vice Chairman Wildermuth said they are struggling to approve something that they will not know what it will look like. Mr. Shields said as of now the rendering presented is what they intend to build. Mr. Shields said, as previously mentioned, they are not under contract with a builder but will be happy to share the design they settle on, even if it means coming back in for an adjustment on the Development Plan.

Mr. Cook asked what price point will they be asking for these townhomes. Mr. Shields said between \$225,000 and \$275,000. Vice Chairman Wildermuth said he was suggesting changes such as different color doors, shutters, maybe a slight roofline change etc. to add some variety to the design. Mr. Shields said they would make an effort to make some changes. Mr. Kary agrees with Vice Chairman Wildermuth and there is no change in cost to change the colors to add variety. Mr. Capelle said the design is in line with the price point.

Mr. Kary asked what the plan is for the fencing around the perimeter of the property. Mr. Shields said it will be a six foot white fence. Mrs. Brooks said a six foot solid vinyl fence would be allowed for this development. The fence will be on the sides and back of the property and set back sixty feet from the front. They would have to obtain a fence permit separate from this approval with the Building Department.

Mr. Capelle asked if they would consider a sidewalk on the east side of the driveway also. Mr. Shields said they intend to install sidewalks on the interior of the development as presented. Vice Chairman Wildermuth suggested a crosswalk at the “neck” of the street (from end of sidewalk to the other side of the street) that meets A.D.A. requirements, and Mr. Shields agreed.

Mr. Capelle said this is a nice project and is a product the city is missing and is an affordable option for families.

Vice Chairman Wildermuth said Mr. Shields will have to resubmit renderings showing the changes requested for the elevations, crosswalks, curb cuts etc.

Mr. Capelle moved to approve the Development Plan/EAS#10-7-24(b) for 30 townhomes for Village Park West, 32801 Euclid Ave, Willoughby, OH 44094 with the conditions discussed/stated for a crosswalk at the “neck” of the street and following A.D.A. requirements and consideration of color changes to individual units for siding, shutters, doors, and rooflines to the design of the townhomes and Mr. Cook seconded.

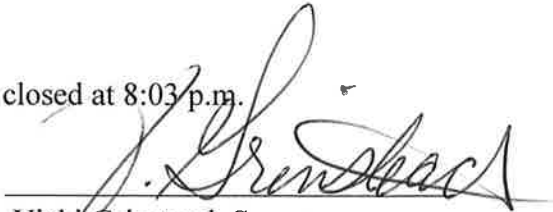
ROLL CALL: Yeas: J. Cook; Ben Capelle; K. Kary; M. Wildermuth, Vice Chairman
 Absent: S. Norris, Chairman
 Nays: None

Motion Carried: APPROVED

**City of Willoughby
Planning Commission
Minutes
October 10, 2024**

There being no further business the regular meeting closed at 8:03 p.m.


Mike Wildermuth, Vice Chairman


Vicki Grinstead, Secretary