

**PLANNING COMMISSION
CITY OF WILLOUGHBY
AUGUST 13, 2020
REGULAR MEETING
MINUTES**

PRESENT: K. Kary; S. Norris; M. Merhar; J. McCue; M. Wildermuth, Chairman
ABSENT: None
OTHERS: Stephanie Landgraf, Asst. Law Director; Tim Lannon, City Engineer;
Darryl Keller, Chief Bldg. & Zoning Official; Vicki Grinstead, Secretary

Chairman Wildermuth called the regular virtual Zoom meeting to order at 7:07 p.m.

MINUTES

Regular Meeting Minutes

July 23, 2020

Dr. Norris moved to approve the Regular Meeting Minutes for July 23, 2020 as submitted and Mrs. McCue seconded.

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

Motion Carried: APPROVED

OLD BUSINESS

None

NEW BUSINESS

Spartan Automotive
38363 Pelton Rd./Unit #1
(Seth Putnam, Owner)

Conditional Use Permit

Mr. Seth Putnam is representing this application for a new Conditional Use Permit for an automotive repair facility for Spartan Automotive, 38363 Pelton Rd/Unit #1, Willoughby, OH 44094.

Mr. Putnam said their day to day operations will be Monday through Friday from 7:00 a.m. until 5:00 and Saturday 8:00 a.m. until noon in the Public Hearing portion, then asked to amend his request to Monday through Saturday from 7:00 a.m. until 7:00 p.m., with no Sunday hours. All of his repairs will be door indoors and vehicles would not remain for any long period of time. His said he has a locking dumpster that is behind the building. Mr. Keller

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said since this is an existing dumpster he would not require it to be enclosed. Mr. Keller stated he would add to the Conditional Use Permit (CUP) no overnight parking of any vehicles. Patrons can drop off cars but they must be kept indoors. He advised Mr. Putnam that if he was going to do signage to call the Building Department and they would be glad to assist him with the process and Mr. Putnam agreed.

Dr. Norris moved to approve the new Conditional Use Permit for Spartan Automotive, 38363 Pelton Rd./Unit #1, Willoughby, OH 44094 with the following conditions: 1) Hours of operation Monday through Saturday 7:00 a.m. until 7:00 p.m., no Sunday hours 2) No overnight parking of vehicles 3) No outside storage of any vehicles and Mr. Kary seconded.

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

Motion Carried: APPROVED

Abbott's Mill Subdivision

5363 SOM Center Rd.

(Rep.- Greg Sommers, Sommers Real Estate Group)

Preliminary Plat/Major Subdivision

Mr. Sommers of Sommers Real Estate Group is representing this application for the Preliminary Plat for the Abbott's Mill subdivision, 5363 SOM Center Rd., Willoughby, OH 44094.

Mr. Sommers said everything they committed to at the last meeting is present on this current plan. He said he spoke to Law Director Lucas in regard to an issue that city has concerns with, which was the redundancy of the name of the subdivision. He said they will look at an alternative name for the subdivision. Dr. Norris said the name of the street was one of his concerns when he saw the submitted plan. His concerns would be for police and fire personnel to be able to distinguish what street they are responding to. Dr. Norris praised Mr. Sommers for his attention to detail on this plan and the spacing of the homes with the requested zoning.

Mr. Keller said he went over the entire plan with Mrs. Brooks, Zoning Code Inspector and they had no concerns.

Mrs. McCue said it did not look like there is a sidewalk running along Rt. 91 as previously agreed to by Mr. Sommers. Mr. Sommers said they would commit to installing these sidewalks even if they are not shown on the plan. He said they will show it on the next plan submitted.

Mrs. McCue said she had a few questions that related to the items discussed at the previous meeting. She said she doesn't see any of the fencing that was discussed; also the application said there is a landscape plan, but was not submitted. He said they submitted it in the original submittal and asked Mrs. Grinstead to clarify. Mrs. Grinstead

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said it was not submitted with this submittal but was only submitted with the sketch plat at the last meeting. Mr. Sommers said he would submit a landscape plan for review before the next meeting. He said it will contain the buffering for the neighboring community and the fencing along the Aspenwood lots near the cul-de-sac. Chairman Wildermuth said they would like Mr. Sommers to resubmit his landscape plan before the final plat is submitted so they can review it. Mr. Sommers agree and will send it to Mrs. Grinstead.

Mrs. McCue said her final comment was that there was discussion about the HOA documents being submitted early on for review, particularly Block C and access for open space, and possibly some fence language for consistency. Mr. Sommers said he would commit to getting that submitted early next week along with resubmitting the landscape plan.

Mr. Kary asked if the driveways are wide enough for two cars and Mr. Sommers said yes, they are double loading and will not intrude on the sidewalk.

Mr. Sommers asked Mrs. McCue if there was anything in particular she would like to see in regard to the fencing. Mrs. McCue said she would like to know what materials they will be using and the height and dimensions. She said also what will be going where as far as buffering since this was a sensitive issue for the adjoining residents. Mrs. McCue said there was also discussion in regard to the bus drive behind S/L 5-10 and whether it makes sense to put mounding/buffering there for the proposed houses. She said since there is no grading it is difficult to see it on the plan and it may be tight to install these items. Mr. Sommers said at the minimum they will install plantings and will show a cross section showing the planned fence type and specifications, and the plantings along that property line. He will be providing all these items to the Board.

Ms. Landgraf said the Board can table this application or approve it subject to the submission of the landscape plan for the final plat. Chairman Wildermuth said they should look at these plans in the preliminary stage and approve them subject to the conditions stated above for the landscape plans and the items discussed by Mrs. McCue.

Mrs. McCue asked if they have worked through any of the grading. Mr. Sommers said their engineering company has done everything that was required for the preliminary, but are working toward the full set of drawings. He said the engineering company has no concerns or red flags at this point.

Mr. Kary asked if there will be sidewalks in the complex on both sides of the street and Mr. Sommers said yes. Mr. Kary said he would like to see a white PVC split rail fence around the entire complex. Mr. Sommers said they would like to leave some trees and not clear cut the entire site. He said when doing this you want to look at keeping a mix of natural buffering of evergreens and fencing for the adjacent neighborhoods. He said a fence is not out of the question but you want to maintain some natural buffering for privacy and noise mitigation and is really site specific.

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Mrs. McCue said that is why she is asking about the grading because all three of these items are tied together, especially in the southeast corner where the residents were promised screen fencing rather than rail fencing. She said if they would consolidate the landscape plan with the grading it would give them an accurate picture of what he is proposing. Mr. Sommers agreed to submit a preliminary grading plan along with the landscape plan. He said he would get the HOA declarations and bi-laws turned in by next week as well.

Mrs. McCue moved to approve the Preliminary Plat for the Abbott's Mill subdivision, 5363 SOM Center Rd., Willoughby, OH 44094 subject to the conditions that Mr. Sommers submit landscape and grading plans as well as any tree studies that are available and the sidewalk that was discussed will be indicated on the final plan and any items as noted in the minutes dated August 13, 2020 and seconded.

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

Motion Carried: APPROVED

Former YMCA
37100 Euclid Ave.
(Rep.- Greg Sommers, Sommers Real Estate Group)

**Lot Split/PPN#27-A-015-0-00-018-0,
27-A-015-0-00-005-0,
27-A-015-0-00-004-0,
27-A-015-0-00-017-0,
Parcel A- 1.0 acres,
Parcel B- 1.031 acres,
Parcel C (Remaining
parcel)- 1.8492 acres**

Mr. Sommers of Sommers Real Estate Group has asked to table the Lot Split for the former YMCA, 37100 Euclid Ave., Willoughby, OH 44094.

Dr. Norris moved to table the Lot Split, PPN# 018-0, 005-0, 004-0 and 017-0 Parcels A, B and C for the former YMCA, 37100 Euclid Ave., Willoughby, OH 44094 and Mrs. McCue seconded.

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

Motion Carried: TABLED

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Former YMCA
37100 Euclid Ave.
(Rep.- Greg Sommers, Sommers Real Estate Group)

**Rezoning/EAS, Development Plan
Rezoning of front parcels:
PPN# 27-A-015-0-00-018-0,
27-A-015-0-00-005-0,
27-A-015-0-00-004-0,
27-A-015-0-00-017-0
from Residential Multi-Family Low
Rise to General Business**

Mr. Sommers of Sommers Real Estate Group has asked to table this application for the Rezoning/EAS for the former YMCA, 37100 Euclid Ave., Willoughby, OH 44094.

Dr. Norris moved to table the Rezoning/EAS for PPN# 018-0, 005-0, 004-0 and 017-0 for the former YMCA, 37100 Euclid Ave., Willoughby, OH 44094 and Mr. Merhar seconded.

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

Motion Carried: TABLED

Former YMCA
37100 Euclid Ave.
(Rep.- Greg Sommers, Sommers Real Estate Group)

Development Plan

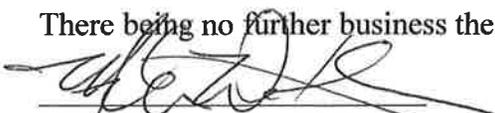
Mr. Sommers of Sommers Real Estate Group has asked to table this application for the Development Plan for the former YMCA, 37100 Euclid Ave., Willoughby, OH 44094.

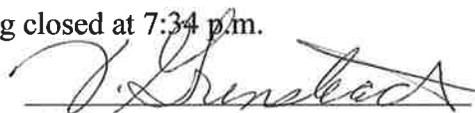
Dr. Norris moved to table the Development Plan for the former YMCA, 37100 Euclid Ave., Willoughby, OH 44094 and Mr. Merhar seconded.

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

Motion Carried: TABLED

There being no further business the regular meeting closed at 7:34 p.m.


Mike Wildermuth, Chairman


Vicki Grinstead, Secretary