



Daniel J. Anderson, At-Large
Kristie Sievers, Ward 1
Ken J. Kary, Ward 2
John Tomaselli, Ward 3, Vice President

Robert E. Carr, Ward 4, President
Mike L. Merhar, Ward 5
Daniel J. Garry, Ward 6
Alisa J. Novak, Clerk

WEEKLY MEETING SCHEDULE

TO: All Councilmen, Administration, News Media, and other parties requesting notice pursuant to Codified Ordinance Chapter 107.

FROM: Alisa Novak
Clerk of Council

DATE: October 17, 2025

RE: Meeting Schedule

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The following meetings have been scheduled by Council for the week of October 20, 2025:

<u>TIME</u>	<u>DATE</u>	<u>DAY</u>	<u>MEETING</u>
6:30 p.m.	10/21/2025	Tuesday	Environmental Planning Committee*
Immed. following	10/21/2025	Tuesday	Legislative Caucus**
7:00 p.m.	10/21/2025	Tuesday	Regular Council Meeting***

OTHER MEETINGS SCHEDULED:

8:00 a.m.	10/22/2025	Wednesday	Civil Service Commission
7:00 p.m.	10/23/2025	Thursday	Planning Commission

*The purpose of the Environmental Planning Committee meeting is to review:
EAS #14-6-25(b) – Proposed construction of two duplexes (4 units) at The Enclave at Literary Point II.

**The general purpose of the Legislative Caucus meeting is to review legislation on the Regular Council agenda including any addenda and other related matters.

***The general purpose of the Regular Council meeting is to consider items on the agenda. In addition, legislation resulting from unanticipated circumstances will appear on an addendum to the Regular Council agenda for discussion and possible action.



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**AGENDA
REGULAR COUNCIL MEETING
(REMOTE ACCESS – ZOOM MEETING ID #816 9398 3477)*
OCTOBER 21, 2025**

PUBLIC HEARING – 7:05 p.m.
Proposed C.O. Text Amendments (see attached)

**ROLL CALL
PRAYER AND PLEDGE OF ALLEGIANCE
APPROVAL OF MINUTES – Regular Council Meeting of October 7, 2025**

STANDING AND REGULAR COMMITTEE REPORTS

	<u>Chairman</u>	<u>Members</u>
COMMITTEE OF FULL	Bob Carr	All Council
ECONOMIC DEVELOPMENT COMMITTEE	Dan Anderson	Ken Kary Mike Merhar
ENVIRONMENTAL PLANNING	Ken Kary	Dan Garry Dan Anderson
FINANCE AND AUDIT COMMITTEE	John Tomaselli	Dan Garry Ken Kary
PARKS & RECREATION COMMITTEE	Kristie Sievers	Dan Garry John Tomaselli
PERSONNEL COMMITTEE	Mike Merhar	Dan Anderson Kristie Sievers
SAFETY COMMITTEE	John Tomaselli	Ken Kary Dan Anderson
SERVICE COMMITTEE	Dan Anderson	Dan Garry John Tomaselli
WPCC COMMITTEE	Dan Garry	Mike Merhar Kristie Sievers
PLANNING COMMISSION	Council Member	Ken Kary

**CORRESPONDENCE
PUBLIC PORTION**

*To listen only, Dial 1-301-715-8592 or 1-312-626-6799 and enter Zoom ID.

NEW BUSINESS:

RESOLUTION NO. 2025-127

A resolution approving EAS #14-6-25(b) for the construction of four (4) townhomes consisting of two (2) duplexes located at 4317 Center Street (The Enclave at Literary Pointe Phase 2).

RESOLUTION NO. 2025-128

A resolution authorizing the Director of Parks and Recreation to prepare specifications and to advertise for bids for playground equipment and park amenities necessary to the Daniels Park Playground, and declaring an emergency.

ORDINANCE NO. 2025-129

An ordinance amending Chapters 1103, 1131, 1141, and 1155 of the Codified Ordinances of the City of Willoughby, Ohio titled, "Definitions", "One Family Residential Districts", "Business Districts", and "Use Specific Regulations", respectively, and declaring an emergency.

Mayor's Report

Directors' Reports

Councilmen Reports

Adjournment

LEGAL NOTICE

Pursuant to Chapter 1115.03(f) of the Codified Ordinances of the City of Willoughby, Ohio notice is hereby given of a Public Hearing to be held by the Council on Tuesday, October 21, 2025 at 7:05 p.m. in the Municipal Building, One Public Square, Willoughby, Ohio.

Said hearing will be held on the following proposed text changes to the Planning and Zoning Code:

Amend Chapter 1103 titled "Definitions", specifically Section 1103.03 titled "Definitions of General Terms" adding definitions for "Hosting Platform", "Short Term Rental", and "Transient Guest"; Chapter 1131 titled "One Family Residential Districts", specifically Section 1131.03 titled "Schedule of Permitted Uses" adding schedule of permitted uses for Short Term Rental; Chapter 1141 titled "Business Districts", specifically Section 1141.03 titled "Schedule of Permitted Uses" adding schedule of permitted uses for Short Term Rental; Chapter 1155 titled "Use Specific Regulations", specifically Section 1155.04 titled "Use-Specific Regulations" adding standards and requirements for Short Term Rental.

BY ORDER OF THE COUNCIL OF THE CITY OF WILLOUGHBY

Alisa Novak
Clerk of Council

Publish: October 3, 2025