

**PLANNING COMMISSION
CITY OF WILLOUGHBY
FEBRUARY 26, 2026
REGULAR MEETING
MINUTES**

PRESENT: J. Cook; K. Kary; Ben Capelle; M. Wildermuth, Vice Chairman
ABSENT: Darryl Keller, Chief Bldg. & Zoning Official; S. Norris, Chairman
OTHERS: Mike Lucas, Law Director; Tim Lannon, City Engineer; Vicki Grinstead, Secretary

Vice Chairman Wildermuth called the regular in-person meeting to order at 8:13 p.m.

MINUTES

Regular Meeting Minutes

February 12, 2026

Mr. Cook moved to approve the Planning Commission Regular Meeting Minutes for February 12, 2026 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

Lakeshore Lounge
38770 Lakeshore Blvd.
(Rep.- Andrew Eminger & Patricia Adams, Co-Owners)

**Conditional Use Permit for outdoor
dining**

Mr. Eminger, Owner is representing a Conditional Use Permit for outdoor dining for accessory buildings for Lakeshore Lounge, 38770 Lakeshore Blvd., Willoughby, OH 44094.

Mr. Eminger stated that the business includes an outdoor area originally intended for patio use but not fully utilized. He explained that the goal is to develop the space as an area for patrons to relax and engage in recreational activities such as cornhole. He added the rear building will serve as dry storage for miscellaneous items.

Ms. Adams said they would like their hours of operation for the inside of the building to be 8:00 a.m. until 2:30 a.m. The current liquor license is only approved until 1:00 a.m. and they are applying with the state to extend these hours. Mr. Eminger said the patio hours would only be from 8:00 a.m. until 11:00 p.m., 7 days a week. Vice Chairman Wildermuth said any music or outdoor speakers must remain at conversational level and no live music will be permitted outdoors. Speakers for the patio tv shall be aimed at the building and must be at a conversational

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level. Lounge doors shall be closed at 9:00 p.m. when there is a live band inside the building. Mr. Kary wanted to make sure they would not be doing any maintenance or cleaning after 11:00 p.m. Mr. Eminger said they would not. They stage their trash to be emptied in the morning because they do not want to make noise emptying trash into the metal dumpster in the evening. The dumpster is enclosed with fencing. Mr. Kary said landscaping must be maintained and will be a condition of this permit. He also mentioned that he had a concern about overflow parking and that the business was utilizing neighboring businesses for parking. Mr. Eminger said they only use them for special events. Mr. Kary asked if obtained permission from the neighboring property owners and he said yes but it is not in writing. Mr. Lucas said the applicant would need something on the record that gives them consent with an adjacent property owner for overflow parking. Mr. Kary said as a condition of approval they must obtain and submit a parking agreement with adjacent neighboring properties. He said they will also put a one year expiration date on this new CUP to protect him and the neighbors. The second permit would be made permanent if there are no issues during the first year. Mr. Lucas asked the applicant how many seats they have indoors and Mr. Eminger said thirty-two. He asked the Mr. Eminger how many seats will be outdoors and Mr. Eminger said they will be adding thirty-five to forty outdoor spaces. The cabanas will comfortably seat four patrons. Mr. Lucas read ordinance number 1155.04(ii)(3) Outdoor Dining. Outdoor dining may be permitted in compliance with the following: The number of seats permitted outdoor shall be no greater than thirty percent (30%) of the number of seats inside the restaurant. Ms. Adams said if that is the ordinance then they will follow it. Mr. Lucas would like this ordinance 1155.04(ii)(3) as a condition on the CUP.

Mr. Capelle moved to approve the Conditional Use Permit for outdoor dining for the Lakeshore Lounge, 38770 Lakeshore Blvd., Willoughby, OH 44094 with the following conditions: 1) Hours of operation: 8:00 a.m. until 11:00 p.m., 7 days a week, 2) Any music or outdoor speakers must remain at conversational level, no live music permitted, 3) Speakers for the patio tv shall be aimed at the building and must be at a conversational level, 4) Lounge doors shall be closed at 9:00 p.m. when there is a live band inside the building, 5) Outdoor seating capacity cannot exceed 30% of the indoor seating per C.O. 1155.04(ii)(3), 6) Trash on outdoor patio shall be emptied or taken in nightly and emptied in the a.m., 7) Landscaping must be maintained, 8) Must obtain & submit a parking agreement with adjacent neighboring properties for overflow parking, 9) This Conditional Use Permit expires one year from date of approval. (Expires 2/26/27) 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

Lakeshore Lounge
38770 Lakeshore Blvd.
(Rep.- Andrew Eminger & Patricia Adams, Co-Owners)

Development Plan/EAS#1-1-26

Mr. Eminger, Owner is representing a Development Plan/EAS#1-1-26 for a Development Plan/EASA#1-1-26 for accessory buildings for Lakeshore Lounger, 38770 Lakeshore Blvd., Willoughby, OH 44094.

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Mr. Kary addressed the EAS. This includes updates to the outdoor patio with the addition of four cabana structures and a new shed and replacement of the existing fence.

- Stormwater: No concerns
- Traffic: Parking agreement to be submitted to city for use of neighboring properties.
- FD & PD: Install (3) bollard poles wherever cars are up against outdoor pedestrian seating.
- Noise, water, air pollution- No concerns
- No impact on schools
- Hazardous waste: No concerns
- Timeline: Begin: March 2026, Complete, End of April 2026.

Vice Chairman Wildermuth addressed the Development Plan. Vice Chairman Wildermuth stated that the plan is straightforward. He inquired about the inclusion of a gate on the right-side elevation and noted that the doors must swing outward and be equipped with panic hardware. Mr. Eminger confirmed that the current framing will accommodate the required device.

Mr. Capelle inquired whether the driveway will remain. Mr. Eminger confirmed it will, noting that he uses it during busy periods to avoid occupying patron parking spaces. He added that the building has three points of ingress and egress.

Mr. Cook moved to approve the Development Plan/EAS#1-1-26 for the Lakeshore Lounge, 38770 Lakeshore Blvd., Willoughby, OH 44094 as submitted but with the submittal of the overflow parking agreement with the adjacent properties and Mr. Capelle seconded.

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

Motion Carried: APPROVED

Gas Station/convenience store

Lost Nation/Tamarac
(Rep.- Roy Sujit, Owner, Brian Mulhall, Esq. &
Chuck Szucs, Polaris Engineering & Surveying)

**Lot split, 1 lot into 3-
PPN#27-B-053-D-00-006-0**

Mr. Roy, Owner and Mr. Mulhall, 5735 State Rd., Cleveland, OH are representing a lot split, 1 lot into 3 for a gas station/convenience store located at Lost Nation and Tamarac, PPN#27-B-053-D-00-006-0, Willoughby, OH 44094.

Mr. Mulhall asked Mr. Lucas how they should proceed given the residents may want to challenge this proceeding in court. Mr. Lucas said as the chairman has indicated, independent of the objections that have been raised regarding the gas station itself, each item (lot split, conditional use and development plan/EAS) will be addressed separately. Mr. Lucas went on to say that the gas station itself is a permitted use but is under the schedule as SP, which means it is subject to specific regulations related to the use under Chapter 1155.04 Use Specific Regulations

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and 1155.04(w) which lists a series of ten provisions regarding a gasoline station may be permitted in compliance with the following... This does not mean it is not a permitted use but it is a supplemental component to the ten items listed under C.O. 1155.04(w). Vice Chairman Wildermuth noted that a previous Conditional Use Permit for another gas station included these requirements to clearly outline the applicable regulatory standards.

Mr. Szucs said they are doing a lot split to create a lot for a gas station. Vice Chairman Wildermuth asked the applicant if he wished to proceed with only four of the five members present and Mr. Roy agreed to continue.

Mr. Szucs stated that the 4.25-acre parcel is currently vacant and presented a rendering illustrating its proposed division into lots of 1 acre, 1 acre, and 2.25 acres. He noted that the lot splits have been reviewed and approved by both the county and the City Engineer, and all conform to applicable code requirements.

Mr. Lannon stated that the City conducts an internal zoning review for all lot splits to verify required frontages etc., while the County's review focuses on technical accuracy.

Mr. Cook moved to approve the lot split for 1 lot into 3 lots for a gas station/convenience store located at Lost Nation/Tamarac, PPN#27-B-053-D-00-006-0, Willoughby, OH 44094 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

Gas Station/convenience store
Lost Nation/Tamarac
PPN#27-B-053-D-00-006-0
(Rep.- Roy Sujit, Owner)

**Conditional Use Permit for a
gas station/convenience store with retail
sales of e-cigarettes and vape products,
outdoor dining, and the elimination of the
side setbacks for parking and on-site
circulation between two or more lots**

Mr. Roy, Owner is representing a Conditional Use Permit for a gas station/convenience store with retail sales of e-cigarettes and vape products, outdoor dining, and the elimination of the side setbacks for parking and on-site circulation between two or more lots for a gas station/convenience store located at Lost Nation and Tamarac, PPN#27-B-053-D-00-006-0, Willoughby, OH 44094.

Mr. Roy stated that selling e-cigarettes and vape products is a common component of gas station operations, which is why he is requesting the Conditional Use Permit (CUP). He also noted that two tables (four per table) will be installed on each side of the building facing Lost Nation Road for outdoor dining, positioned behind bollards for safety.

Mr. Kary said that he discussed with Mr. Roy's team the need for additional perimeter landscaping due to the limited available space in the preferred planting areas. The most substantial landscaping will be placed along Lost

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Nation, Tamarac, and the Tamarac entrance, and all landscaping will be required to be properly maintained or replaced as needed. Mr. Roy agreed to hire a professional service to manage this work. Mr. Kary also requested that no advertising for e-cigarettes or vape products be displayed in any of the windows and Mr. Roy concurred. Additionally, no propane tanks or ice machines will be located on the front elevation of the building; instead, they will be placed on the Tamarac side (south). No materials shall be stored outdoors. Mr. Roy confirmed that all storage will be maintained within the building. Mr. Kary asked whether he would limit advertising to 50% of the window areas and Mr. Roy agreed. Mr. Kary inquired about the proposed hours of operation for the outdoor dining area. Mr. Roy said outdoor dining hours will be 9:00 a.m. until 8:00 p.m. He said the gas station hours of operation will be from 6:00 a.m. until 11:30 p.m. Hours for maintenance/cleaning & prepping from 5:00 a.m.-6:00 a.m. and 11:30 p.m. until 12:30 p.m. No outdoor maintenance shall be performed from midnight to 6:00 a.m., 7 days a week e.g.- pressure washing of any equipment etc. Mr. Kary said the CUP would expire one year from the date of the business opening. Any outdoor speakers must be at a conversational level. The on-site dumpster shall be enclosed. Deliveries during hours are generally 8:00 a.m.-4:00 p.m. and this does not include gas tankers which can occur during business hours. Outdoor lighting is to be contained to the subject property. A photometric study was done for this property and provided to the commission. The canopy is on the Lost Nation side of the road.

Mr. Lucas wanted the following conditions added to the CUP: C.O. 1155.04 (rr).. for vaping/e-cigarettes and C.O. 1155.04 (w).. gasoline station. Mr. Lucas read the conditions for C.O. 1155.04(rr) for e-cigarettes and vaping devices to the applicant. Trash shall be removed several times daily. Elimination of the side setbacks for parking and on-site circulation between two or more lots per C.O, 1109.05(f)(2)(k) and subject to reciprocal easement covenants on the property. Mr. Scuzs says this removes one curb cut onto Lost Nation Road. Mr. Lannon noted the value of the shared easement for this corner lot, of the three parcels, this parcel moves the driveway further from the intersection. Currently on the corner parcel, as proposed, the access to Tamarac is to the far western edge of the parcel but there is no shared easement on the adjacent parcel.

Mr. Capelle moved to approve the Conditional Use Permit for a gas station/convenience store, Lost Nation/Tamarac, PPN#27-B-053-D-00-006-0, Willoughby, OH 44094 with retail sales of e-cigarettes and vape products, outdoor dining, and the elimination of the side setbacks for parking and on-site circulation between two or more lots with the following conditions: 1) Business hours of operation: 6:00 a.m. until 11:30 p.m. and hours for maintenance/cleaning & prepping 5:00 a.m.-6:00 a.m. and 11:30 p.m. until 12:30 p.m. 2) The on-site dumpster shall be enclosed. 3) No outdoor maintenance shall be performed from midnight to 6:00 a.m., 7 days a week. 4) Any outdoor speakers must be at a conversational level. 5) Outdoor lighting is to be contained to the subject property. 6) Elimination of the side setbacks for parking and on-site circulation between two or more lots per C.O, 1109.05(f)(2)(k) and subject to reciprocal easement covenants on property. 7) Trash shall be removed several times daily. 8) All landscaping shall be maintained and/or replaced. Applicant to hire professional service. 9.)There shall be no e-cigarette or vaping advertising allowed. 10) No propane tank or ice machines allowed on east face of building. Will be located on south side of building. 11) No materials to be stored outdoors. 12) Limit amount of advertising on windows to 50%. 13) Outdoor dining hours will be 9:00 a.m. until 8:00 p.m. 14) Deliveries during hours of (8:00 a.m.-4:00 p.m.) Does not include gas tankers (during business hours). 15) This Conditional Use Permit shall terminate one year from the date of opening. (Expires end of December, 2027) 16) Applicant must comply with the following Codified Ordinances and any and all relevant provisions therein as to the Applicant and his conditional use permit issued hereunder: C.O. 1155.04 Use-Specific Regulations (rr).. and (v).. and Mr. Cook seconded.

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

Motion Carried: APPROVED

Gas Station/convenience store
Lost Nation/Tamarac
(Rep.- Roy Sujit, Owner)

Development Plan/EAS#2-1-26
PPN#27-B-053-D-00-006-0

Mr. Roy, Owner is representing a Development Plan/EAS#2-1-26 for a gas station/convenience store located at Lost Nation and Tamarac, PPN#27-B-053-D-00-006-0, Willoughby, OH 44094.

Mr. Kary addressed the EAS. The site will include a 4,500 sq. ft. convenience store featuring a full-service kitchen and will sell a variety of products. Fueling operations will consist of five fuel pumps. In addition the project will include outdoor seating for customers to enjoy food during the summer months.

Mr. Lannon reported that he had just received the 200-page traffic study and will review it. He noted potential traffic conflicts at the Tamarac intersection and expressed concern that the proposed right-in/right-out island could hinder vehicles exiting onto Lost Nation Road. He and Mr. Schweickart will determine whether to implement the island configuration or consider alternatives such as adding a stop sign.

Mr. Schweickart stated that he consulted with Mr. Lannon at the onset of the project and reviewed key issues, including the proposed right-in/right-out access management strategy intended to reduce potential collisions. Their analysis showed that Lost Nation Road is a four-lane roadway without a dedicated left-turn lane, creating a risk of rear-end collisions for vehicles attempting left turns. The study concluded that the appropriate options were either to widen Lost Nation to add a turn lane or to restrict left-turn movements by installing traffic control devices to allow only right-turn ingress and egress.

Mr. Kary confirmed that Mr. Schweickart recommended the right-in/right-out configuration, and he provided additional explanation regarding its impact on queuing along Tamarac. Mr. Kary also noted that the City's traffic study, conducted two years ago, identified Hodgson and Lost Nation as the only intersection warranting a traffic signal, not Tamarac. When asked, Mr. Schweickart confirmed that his study reached the same conclusion, accounting for the proposed gas station. He also provided a brief overview of the applicable Ohio Revised Code requirements for traffic signals.

Mr. Kary asked whether Mr. Roy had considered measures to mitigate noise from the site. Mr. Roy explained that speakers would be kept at conversational volume and that the gas station was intentionally designed on a smaller scale to maintain maximum distance—approximately 200 feet—from nearby residences, including Crossbrook and the Tamarac apartments. The overall site design prioritizes reducing noise impact on surrounding neighborhoods.

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Regarding air quality, Mr. Roy noted that the average vehicle remains on-site for only 5–7 minutes, consistent with typical gas station traffic. All equipment used will be state-of-the-art, including vapor-recovery nozzles at the pumps.

Addressing concerns about lighting, Mr. Roy stated that canopy lighting is downward-directed and equipped with dimming controls. While the branding elements or “imaging” may remain visible, light will not spill onto Lost Nation Road. Lighting will operate only during business hours, from 6:00 a.m. to 11:30 p.m.

Mr. Kary also noted the presence of hazardous materials common to all gas stations. Mr. Roy affirmed that the facility will fully comply with Ohio safety regulations and will be monitored by Ohio B.U.S.T.E.R. and the State Fire Marshal before, during, and after installation. He added that this is not his first gas station project.

- EAS:
- Stormwater- No issues, will follow code-retention. Pond is on south end of property and will be surrounded w/a black aluminum 42” fence for safety.
 - WPCC: Install a control manhole.
 - Traffic- Right in/right out island for ingress/egress onto Lost Nation Road (added to revised plan 2/26/26). Traffic study submitted 2/26/26. TMS Engineer Mike Schweickart will discuss with Mr. Lannon to determine best case scenario for ingress/egress onto Lost Nation.
 - FD & PD- Right in/right out onto Lost Nation. Plan revised.
 - Noise, water, air pollution- Follow all state and federal regulations required for gas stations. Lighting will have dim controls and will be on only during business hours (6:00 a.m.-11:30 p.m.) Photometric plan was provided.
 - No impact on schools.
 - Hazardous waste: Will comply with all Ohio safety standards.
 - Timeline: Begin: As soon as all approvals are obtained, Completed: End of 2026

Vice Chairman Wildermuth addressed the Development Plan. He noted that sidewalks along Lost Nation and Tamarac must be repaired or replaced as needed. The building connects to the public way via Tamarac. Three single head LED perimeter lights in the photometric plan are aimed at the pavement.

Mr. Kary thanked Mr. Roy for adding the additional landscaping they had discussed and shared resident comments about the lack of landscaping in regard to gas stations. He noted that adding trees, boulders, and mulched plantings would improve the site, and Mr. Roy agreed. Mr. Kary also mentioned that Mr. Roy is incorporating Willoughby’s history into the facility’s interior and showed the commission an example of the artwork.

Mr. Roy said they did implement installing the control manhole per the W.P.C.C.’s comments. This item will be added to the EAS portion.

Vice Chairman Wildermuth asked for confirmation that the cross-access easement agreements for ingress/egress and the retention basin are in place. Mr. Roy stated that if the back parcel is developed, the necessary agreements will be established and the retention basin can be expanded if the west parcel is developed. Mr. Mulhall noted that as of today the property is still a single parcel, so no easements currently exist. Vice Chairman Wildermuth added that once the parcels are split and developed, the easements must be recorded and submitted to the city. Mr. Lannon said a detailed review of the recently submitted traffic study and related concerns will still be completed.

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Mr. Cook moved to approve the Development Plan/EAS#2-1-26 for gas station/convenience store, Lost Nation/Tamarac, PPN#27-B-053-D-00-006-0, Willoughby, OH 44094 as submitted and Mr. Capelle seconded.

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

Motion Carried: APPROVED

Planning Commission
(Rep.-Mike Lucas, Law Dept.)

**Text Amend –
C.O. 1135.03
Schedule of Permitted Uses
Proper Clerical Referencing**

**Text Amend –
C.O. 1141.03
Schedule of Permitted Uses
Proper Clerical Referencing**

**Text Amend –
C.O. 1145.03
Schedule of Permitted Uses
Proper Clerical Referencing**

Mr. Lucas noted the chronology has changed for text amendments C.O. 1135.03, 1141.03 and 1145.03 so these changes are strictly clerical changes. These need to be recommended to City Council to make these modifications.

Mr. Cook moved to approve and recommends to City Council text amendment changes to C.O. 1135.03, 1141.03, 1145.03 Schedule of Permitted Uses Proper Clerical Referencing for the City of Willoughby, One Public Sq., Willoughby, OH 44094 as submitted and Mr. Capelle seconded.

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

Motion Carried: APPROVED

**Text Amend –
C.O. 1161.04
Required Off-Street Parking Spaces
Addition to zoning code in 2020**

Mr. Lucas said they specifically added, within residential uses, a townhouse unit because they are becoming more prevalent. This was added to C.O. 1161.04(6) and was the only thing added for this section.

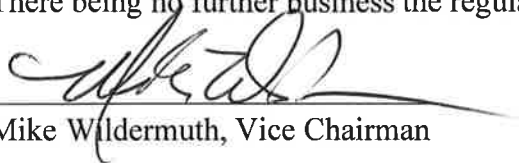
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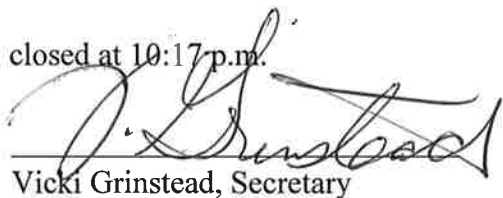
Mr. Capelle moved to approve and recommends to City Council a text amendment change to C.O. 1161.04 Required Off-Street parking Spaces for townhome units for the City of Willoughby, One Public Sq., Willoughby, OH 44094 as submitted and Mr. Cook seconded.

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

Motion Carried: APPROVED

There being no further business the regular meeting closed at 10:17 p.m.


Mike Wildermuth, Vice Chairman


Vicki Grinstead, Secretary