

**PLANNING COMMISSION
CITY OF WILLOUGHBY
MARCH 28, 2024
REGULAR MEETING
MINUTES**

PRESENT: Ben Capelle; K. Kary; M. Wildermuth, Vice Chairman

ABSENT: S. Norris, J. Cook; Larry Puskas, Chief Bldg. & Zoning Official; Tim Lannon, City Engineer;

OTHERS: Keith Pedersen, Asst. Law Director; Vicki Grinstead, Secretary

Vice Chairman Wildermuth called the regular in-person meeting to order at 7:00 p.m. He said the public hearing for Everett Woods is recessed per the applicant's request.

MINUTES

Public Hearing Meeting Minutes

March 14, 2024

Mr. Capelle moved to approve the Planning Commission Public Hearing Meeting Minutes for March 14, 2024 as submitted and Mr. Kary seconded.

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

Motion Carried: APPROVED

Regular Meeting Minutes

March 14, 2024

Mr. Capelle moved to approve the Planning Commission Regular Meeting Minutes for March 14, 2024 as submitted and Mr. Kary seconded.

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

Motion Carried: APPROVED

OLD BUSINESS

Cardinal Credit Union
37203 Euclid Ave.
(Rep.- Brian Osborne, M.E. Osborne Construction,
& Andrew Pearson, TMS Engineers)

**Development Plan/EAS#2-1-24
for a new building**

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Mr. Kary moved to untable the Development Plan/EAS#2-1-24 for Cardinal Credit Union, 37203 Euclid Ave., Willoughby, OH 44094 and Mr. Capelle seconded.

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

Motion Carried: UNTABLED

Brian Osborne of M.E. Osborne Construction (builder), 7670 Tyler Rd., Mentor, OH 44060 is representing the Development Plan/EAS#2-1-24 for Cardinal Credit Union, 37203 Euclid Ave., Willoughby, OH 44094.

Mr. Osborne said they are hear tonight seeking approval for a 2,500 sq. ft. bank branch for Cardinal Credit Union. The plan before the board this evening incorporates the commissions comments from the last meeting to include adding parking blocks to all the parking stalls, adding pedestrian access to the building from the street, and two additional trees on the east property line (on the landscape plan). He said the biggest issue from the last meeting was the traffic impact from this development so they commissioned TMS Engineers to do a Traffic Impact Study. This study concluded the project will have minimal impact. Mr. Andrew Pearson from TMS Engineers is here this evening to give a brief overview of the study.

Mr. Pearson said they did a manual count of the intersection traffic. The existing condition is at an acceptable level of service. There are some potential issues with traffic being able to exit from the driveway. As long as there is not a complete blockage of the driveway the analysis shows there are sufficient gaps in traffic for vehicles to exit. The driveway that allows westbound traffic to make a right turn did have a positive impact because it allowed traffic to avoid having to go through the signal. They have a couple recommendations; they recommend installing a sign saying, "do not block drive" situated to the west of the driveways along with the current sign that says, "stop here on red." Additionally, there is a pavement marking that is an "X" over where they do not want traffic to park (included in traffic study diagram). He said they found this is effective to help drivers cue where they should stop.

Mr. Pearson said the generated traffic increased the amount of delay an insignificant amount and do not see any improvements needed for this site to improve traffic.

Vice Chairman Wildermuth said the Planning Commission normally has five members but only three are present this evening and the applicant needs all three votes in favor to pass their project approval and asked Mr. Osborne if he wished to proceed and he said yes.

Vice Chairman Wildermuth said he did read through the Traffic Impact Study and appreciates the thoroughness of this study. He said they have comments from the city engineer which he will read into the record shortly.

Mr. Kary said he is supportive of this project but still has some concerns cited in this report. He was disappointed the study did not address the police reports from 2018-2023 which cited over ninety-one accidents in this area. Mr. Kary said the owner of the trailer park asked the city for help with the traffic ingress/egress from his property and now he does not seem to care because he previously stated half the people down there do not have cars. Mr. Kary drove down there and each trailer had at least one car parked in front of it. He really appreciates the marking of the street and the additional street signage. He is asking Cardinal Credit Union to contribute the funds to mark the

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street and add the additional signage to mitigate future traffic issues. He said if this happens he would support this project.

Mr. Osborne said he believes Cardinal Credit Union would be open to this, however Ms. Blake would have issues with an open ended budget. There was discussion on the cost and they decided to cap the pavement markings and signage at a cost of \$4,000.00 per the recommendation of Mr. Pearson.

Vice Chairman Wildermuth read into the record City Engineer, Tim Lannon's comments which were emailed to Mr. Osborne (already in record- Exhibit "A") which satisfies most of his concerns about traffic.

Mr. Capelle said he appreciates their attempt at pedestrian access although it does rely on the neighbor having pedestrian access to the sidewalk and right-of-way, which he does not believe they do. He does not believe this accomplishes the goal of getting pedestrians access to the building from the right-of-way. The easier way to do it would be to give up the parking spot immediately to the south of the striped off handicapped area and put a sidewalk to the right-of-way. Vice Chairman Wildermuth said the issue there is the grade and the severe grade drop from Euclid Ave. across the front down to the parking. Mr. Osborne said yes and there is a retaining wall. Vice Chairman Wildermuth advised the applicants to look at the Americans with Disabilities Act requirements regarding site inaccessibility to see if there is an option or exception to deal with this. He would defer this to the city engineer during the final planning process on how it will be accessible and Mr. Capelle agreed.

Mr. Capelle also suggested a more aggressive curb for the right turn only. He cited an example of Aldi's and said people turn left out of it all the time and it is not permitted, so he would like to see something that makes it physically harder for someone to turn left. Mr. Osborne said they will add a radius curve where you will have to jump the curve to go left and Mr. Capelle said he is in favor of this.

Mr. Kary moved to approve the Development Plan/EAS#2-1-24 for Cardinal Credit Union, 37203 Euclid Ave., Willoughby, OH 44094 with the stipulation that the right turn only egress onto Euclid Ave. have a radius curb or physical barrier to avoid a left hand turn, and that street signage and street markings at Euclid Ave. and Orchard Park as cited in the Traffic Impact Study by TMS Engineers will be installed by Cardinal Credit Union at a maximum cost limit of \$4,000.00, and the accessibility issue with the sidewalk will be worked out with the city engineer and Mr. Capelle seconded.

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

Motion Carried: APPROVED

NEW BUSINESS

Everett Woods
Kirtland Rd./PPN#21-A-022-0-00-033-0
(Rep.- Greg Sommers, Sommers Development Group)

**Development Plan/EAS#6-1-24
for 34 townhome bldgs./w/128 units
& club house on 16.2566 acres**

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Vice Chairman Wildermuth said the applicant has requested to table this item until the next meeting.

Mr. Capelle moved to table Development Plan/EAS#6-1-24 for Everett Woods, Kirtland Rd./PPN#21-A-022-0-00-033-0, Willoughby, OH 44094 and Mr. Kary seconded.

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

Motion Carried: TABLED

Everett Woods
Kirtland Rd./PPN#21-A-022-0-00-033-0
(Rep.- Greg Sommers, Sommers Development Group)

**Conditional Use Permit for
townhomes**

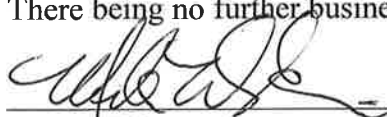
Vice Chairman Wildermuth said the applicant has requested to table this item until the next meeting.

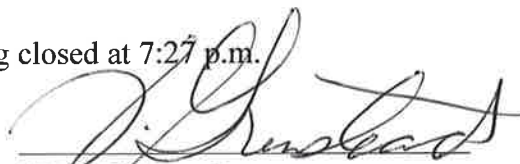
Mr. Capelle moved to table Conditional Use Permit for Everett Woods, Kirtland Rd./PPN#21-A-022-0-00-033-0, Willoughby, OH 44094 and Mr. Kary seconded.

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

Motion Carried: TABLED

There being no further business the regular meeting closed at 7:27 p.m.


Mike Wildermuth, Vice Chairman


Vicki Grinstead, Secretary