

**PLANNING COMMISSION
CITY OF WILLOUGHBY
MAY 23, 2024
REGULAR MEETING
MINUTES**

PRESENT: Jim Cook; K. Kary; Ben Capelle; M. Wildermuth, Vice Chairman
ABSENT: S. Norris, Chairman
OTHERS: Stephanie Landgraf, Asst. Law Director; Tim Lannon, City Engineer;
Larry Puskas, Chief Bldg. & Zoning Official; Vicki Grinstead, Secretary

Chairman Norris called the regular in-person meeting to order at 7:03 p.m.

MINUTES

Regular Meeting Minutes

May 9, 2024

Mr. Cook moved to approve the Planning Commission Regular Meeting Minutes for May 9, 2024 as submitted and Mr. Capelle seconded.

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

Motion Carried: APPROVED

OLD BUSINESS

None

NEW BUSINESS

Chagrin River Diner
4099 Erie St.
(Rep.- James Turcotte, Owner)

**Conditional Use Permit for Outdoor
dining**

Mr. Turcotte, Owner is representing the Conditional Use Permit (CUP) for outdoor dining for Chagrin River Diner.

Mr. Kary said on their Right-of-Way Permit it states they will operate the patio from April through November each year and the commission should grant the permit to run for this period of time. He said Mr. Turcotte also mentioned they have eight tables with a total of thirty-two seats so this should be added to the CUP. Mr. Turcotte said this is all they can fit outside. Mr. Kary said he would also like to add that they need to obey the Right-of-Way guidelines for outdoor dining. There should also be no outdoor maintenance such as power washing etc. from midnight

**City of Willoughby
Planning Commission
Minutes
May 23, 2024**

to 6:00 a.m., 7 days a week. The dumpster is shared with Sol and Barrio and should be enclosed. Mr. Turcotte said there are two or three dumpsters. Hours of operation: Sunday 6:00 a.m.-3:00 p.m., Monday 6:00 a.m.-4:00 p.m., Tuesday thru Saturday 6:00 a.m.-8:00 p.m. for the outdoor dining only. There will also be no trash containers outdoors. No outdoor music of any kind. Mr. Turcotte said they serve alcohol only to the four tables next to their building and indoors and nothing to the tables in the right-of-way. Mr. Kary said the city will be installing bollards in front of his restaurant for the safety of his patrons but will be capped for the winter season. Mr. Kary said since this is the first time they have had a CUP they should put a year expiration date on this CUP. This CUP will terminate on May 23, 2025. Vice Chairman Wildermuth said if there are no issues next year the expiration date will be removed and the CUP will be made permanent.

Mr. Cook moved to approve a Conditional Use Permit for Chagrin River Diner, 4099 Erie St., Willoughby, OH 44094 with the following conditions: 1) Hours of operation: Sunday 6:00 a.m.-3:00 p.m., Monday 6:00 a.m.-4:00 p.m., Tuesday thru Saturday 6:00 a.m.-8:00 p.m., April 1st thru November 30th yearly, 2) Maximum of 8 tables for a total of 32 seats allowed for outdoor dining, 3) Must obey right-of-way guidelines for outdoor dining, 4) Dumpsters shared with Sol and Barrio must be enclosed, 5) No outdoor trash cans allowed, 6) No outdoor maintenance allowed from 12:00 a.m. until 6:00 a.m., 7 days a week, 7) No music of any kind allowed, 8) This Conditional Use Permit terminates on May 23, 2025 and Mr. Capelle seconded.

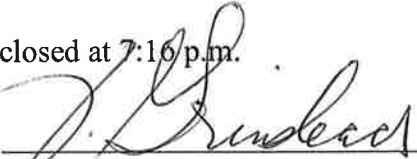
ROLL CALL: Yeas: K. Kary; J. Cook; Ben Capelle; M. Wildermuth, Vice Chairman
 Absent: S. Norris
 Nays: None

Motion Carried: APPROVED

There being no further business the regular meeting closed at 7:16 p.m.



Mike Wildermuth, Vice Chairman



Vicki Grinstead, Secretary