

**PLANNING COMMISSION  
CITY OF WILLOUGHBY  
JUNE 27, 2024  
REGULAR MEETING  
MINUTES**

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

**Vice Chairman Wildermuth called the regular in-person meeting to order at 7:05 p.m.**

**MINUTES**

**Public Hearing Meeting Minutes**

**June 13, 2024**

Mr. Cook moved to approve the Planning Commission Public Hearing Meeting Minutes for June 13, 2024 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**

**Regular Meeting Minutes**

**June 13, 2024**

Mr. Capelle moved to approve the Planning Commission Regular Meeting Minutes for June 13, 2024 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**

**OLD BUSINESS**

**Williams Glen**  
Hodgson Rd./PPN#24-B-0-00-004-0  
(Rep.- Joseph Conti, Owner)

**Development Plan/EAS#15-10-23(b),  
Major Subdivision for 12 homes**

Mr. Conti, 2760 Loreto Dr., Willoughby Hills, OH 44094 is representing the Development Plan/EAS#15-10-23(b) for a major subdivision for 12 homes deemed Williams Glen.

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Mr. Kary moved to untable the Development Plan/EAS#15-10-23(b) for Williams Glen, Hodgson Rd./ PPN#24-B-0-00-004-0, Willoughby, OH 44094 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:     UNTABLED**

Vice Chairman Wildermuth asked Mr. Conti if he would like to proceed with only four of the five members present this evening and Mr. Conti wished to proceed.

Mr. Conti said they have been working on this project with the Planning Commission, the golf course, and the airport for the past couple of years and have taken into consideration resident concerns and are ready to move forward. He feels this will be the best use for this property.

Mr. Kary addressed the EAS. •Stormwater: High wall plumbing w/grinder pumps for basement connections. Sanitary sewer able to handle capacity. Wetlands walk through will be required with development submittal which was not submitted but Mr. Conti agreed to submit. Need to extend sewer from existing stub at Lost Nation to the new site. City Engineer: Development on this parcel must include stormwater retention per code to limit discharge to natural land cover conditions per 1171.10 since the system was not designed to accommodate developed land. City records do not show a storm sewer for this property other than the roadside ditch. It is assumed that any development would extend a storm sewer from an existing stub at Lost Nation Road to the site. The submitted plan appears to show a connection to a ditch pipe at the west end of the development. We [the city] have not found records for this pipe and cannot guarantee that this is a suitable outlet. Drainage must be mitigated with retention for all outlet directions so that there are no increases in runoff rates in any direction or to any individual outlet.

ADDED 6/12/2024 – The preliminary plan shows detention with an outlet to the golf course “pond” to the north. The 2 ponds north of the development have no natural outlet and are pumped out to the Hodgson ditch. For this reason, this is not a suitable long-term solution. As previously stated – the city’s master plan has always assumed that any development or drainage on the north side of Hodgson would be directed to the storm sewer on Lost Nation Road. Mr. Lannon said you cannot build a development and have no outlet for the storm sewer.

Mr. Conti said he is not responsible for the airport, golf course or donated properties; he is only responsible for the development site. Mr. Lannon said there is no storm sewer outlet and the ditch fronting the property has standing water so it does not go either way. The only planned outlet for that is Lost Nation Rd. All the drainage systems south of Lost Nation Rd. are blocked off by the new development and that did not take into consideration anything north of Hodgson Rd. because that followed the master plan, so the only outlet is Lost Nation. Mr. Conti asked if he can tie in to the storm sewer for Congressional Lane and Mr. Kary said he believes that is private property and

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is unsure. Mr. Lannon said the Congressional Lane development only takes in from that development. It takes the water to a retention basin on hole #9 on the golf course and over to Ward Creek, so this was designed for land south of Hodgson Rd. following the master plan. There was nothing planned for north of Hodgson Rd. and this parcel was left stranded with an outlet at Lost Nation. Mr. Conti said there was a single home there and this was never an issue. Mr. Lannon said for a single home there was surface drainage only. Mr. Conti said the golf course mounded dirt on this property when they dug the retention pond, the owner was dumping there, and it created ponding. He said they cannot run approximately 1,700 ft. of drainage pipe. Mr. Kary said this was discussed in the past. There is a retention basin on your property for storm water and asked Mr. Lannon if it can be used. Mr. Lannon said there needs to be an outlet for the water to go somewhere unless the ground conditions would allow for infiltration, which is unlikely, and gave an example of the Standard on Lakeshore where it is sandy.

Mr. Lannon said for future capital improvements this could be funded by a RID or a TIF and these monies can be advanced to pay for things needed for the development and serve other purposes. It could be borrowed against because it is a guaranteed source, to a point, but this would be a decision that would have to be made by City Council and the administration. This would divert public money towards a 1,700 ft. storm sewer that only serves this development and draining a ditch that currently sits and is full. Mr. Conti said the golf course is pumping their water to the ditch and adding to these conditions and this would be solving another problem for the city that they are already using the ditch for. Mr. Lannon agrees and said the current condition is substandard and would be beneficial to the city.

Mr. Cook said Mr. Conti did a good job with the rest of the plan. Mr. Kary also raised the issue that Mr. Conti has 7.72 acres and is donating approximately 2 acres of land to the city to become golf course property so this will impede golfers from entering residential properties. Mr. Cook said he believes City Council would be inclined to work with Mr. Conti. Mr. Kary said he supports this project and would encourage this with City Council. It was decided to table this application and have a meeting with the administration, Mr. Kary, and city council members to discuss a RID or TIF for the storm sewer. Mr. Conti asked for his application to be tabled but the board decided to finish the discussion to make sure there were no other issues.

•Traffic: Will impact the existing problem on Hodgson-Lost Nation Roads where a traffic signal was warranted for this location. Mr. Lannon did a traffic study and there is no need for the applicant to provide one, but the applicant should provide funds to the city for a future traffic solution based on the number of homes constructed. Mr. Lannon suggested a TIF or RID which does not cost the developer anything. Mr. Lannon said the Fairway Glenn project had a sunset clause for a traffic solution but a traffic signal was warranted before this development. The sunset clause had a 2 or 3 year expiration date and the monies are expired for this development because nothing was done within this time period, so a TIF or RID is a better solution but City Council also needs to approve this, and Mr. Conti agreed. Mr. Capelle said they can possibly make each item a percentage, for example, the sidewalks would be 5% and the storm sewer 95%. Sidewalks required across entire frontage of Hodgson Rd. as well as internally per code.

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- FD & PD: PD, no concerns. FD, increased burden on the FD and driveways on Hodgson Rd. should have turn arounds.
- Noise, water, air pollution: No concerns
- Impact on schools: Minimal
- Hazardous waste: No concerns
- Safety: Golf course wants a fence installed by the developer across the back and he agreed. HOA docs to include verbiage that golf course is not responsible for any damage to homes by golf balls. Possibly have residents sign a waiver.
- Timeline: Begin Summer 2024, Completion in 2 years or 2026.

Vice Chairman Wildermuth addressed the Development Plan. Mr. Kary said the ordinance states for private roads that sidewalks are required on one side of the road and along Hodgson Rd. from the west end to as far east as the property line goes. Mr. Kary asked if Mr. Conti would be willing to install a cross walk to obtain access to the sidewalk if the city were to do the work. He said he got a few quotes of approximately \$1,000 for the cross walk to go from the cul-de-sac to across the street to Congressional Lane. Mr. Conti said yes, he believes this was discussed and they would also install a handicap type ramp as well. Mr. Kary reiterated there would be no fences allowed for Sublots 1 and 9 and only landscaping will be allowed, and Mr. Conti agreed. Mr. Capelle said maybe in the TIF meeting it could be mentioned that a small portion of that money be used to extend this sidewalk to Lost Nation Rd.

Vice Chairman Wildermuth said the TIF could have three components; the sidewalks, the storm sewer pipe, and the traffic signal.

Mr. Capelle moved to table the Development Plan/EAS#15-10-23(b) for Williams Glen, Hodgson Rd./ PPN#24-B-0-00-004-0, Willoughby, OH 44094 per the applicant's request and Mr. Cook seconded:

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

**Motion Carried:     TABLED**

*These items remain tabled*

**Lacreme Event Studio**  
1356 Lost Nation Rd.  
(Rep.- Kenya Thomas, Owner)

**Development Plan/EAS#8-4-24  
for an event studio**

**Lacreme Event Studio**  
1356 Lost Nation Rd.  
(Rep.- Kenya Thomas, Owner)

**Conditional Use Permit for an  
event studio**

**NEW BUSINESS**

**Starbucks**

36900 Vine St.  
(Rep.- Jon Sines, Marous Development Group &  
Alan Arslanian, Project Mgr. for Starbucks)

**Development Plan/EAS#9-5-24  
improvements to exterior façade &  
storefront renovations, outdoor seating  
& pavement improvements**

Mr. Sines of Marous Development Group, 38119 Stevens Blvd., Willoughby, OH 44094 and Mr. Alan Arslanian, of Starbucks, 7251 Taft St., Mentor, OH 44060 are representing a Development Plan/EAS#9-5-24 for improvements to the exterior façade, storefront renovations, outdoor seating, and pavement improvements for Starbucks.

Mr. Sines said he presented this project last November as a coffee shop TBD and not much has changed with the EAS and is here to answer any questions on the Development Plan/EAS.

Mr. Kary addressed the EAS. •Stormwater: No concerns, Sanitary from the WPCC – we need the service lateral from the building to the control manhole to the street main to be televised. Mr. Sines said he had televised this & needs to send video to Service Director Palmisano.

•Traffic: No concerns, same use

•FD & PD: Minimal impact

•Noise, water, air pollution: Noise from drive thru speakers & outdoor patio piped in music to remain at conversational level.

•Impact on schools: None

•Hazardous waste: No concerns

•Timeline: Begin: July 2024, Complete: October 2024

Vice Chairman Wildermuth said Mrs. Grinstead emailed the latest landscaped plan.

Mr. Capelle asked how they envisioned pedestrians accessing the site from the sidewalk. Mr. Sines said they are not proposing any changes and does not expect too many pedestrians in that area. Mr. Capelle said he wants to see a safe pedestrian access because you would be walking right into the driveway. Vice Chairman Wildermuth said there is a requirement from the accessibility standpoint from the public way to the building. The existing building did not have this but it predated this requirement. Mr. Sines said legal can confirm that driveway less than 12 to 1 is an ADA pathway. Vice Chairman Wildermuth said it is not shown striped out on the plan as a path. He said you have to go into the path of where the cars are in order to go in, which is not acceptable under the ADA requirements. Mr. Sines said is the ask where he should put the sidewalk from the sidewalk on Vine St. or their apron. Vice Chairman Wildermuth said either one but it must be there; from the public way which is Vine Street and Lakeland Blvd. on your property. Mr. Sines proposed an ADA extension of the existing sidewalk and will do a curb cut so the sidewalk dumps out into the parking lot. He does not see a solution to keep them out of the drive isle. Mr. Capelle showed Mr. Sines on the rendering where others have done the same thing but it is up to Mr. Sines where he wishes to install it. Mr. Sines said he agrees to add pedestrian access from the right-of-way. Vice Chairman

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Wildermuth said they can also work this out with the city engineer and this approval will be contingent upon his approval.

Mr. Capelle thanked Mr. Sines for enclosing the dumpster based on the residents comments regarding trash. Vice Chairman Wildermuth said he likes the long stacking of the cars for the drive thru. Mr. Sines said Starbucks has a standard stacking of seventeen cars.

Mr. Kary asked if the black metal fencing, which is proposed for the outdoor dining, able to act as a bollard. Mr. Sines said there will be bollards outside of the fencing to protect the patrons. Mr. Kary asked if the landscaping is adequate for this site but Mr. Puskas is not available. Mrs. Grinstead said Mr. Puskas normally reviews these but the commission has the right to ask for more if they prefer. Vice Chairman Wildermuth said given the layout of the site and the green space which is the lawn around the outside, it appears they have their percentage of green space; however, the commission has the right to ask to add any items, but he sees pretty substantial plantings.

Mr. Capelle moved to approve a Development Plan/EAS#9-5-24 for Starbucks, 36900 Vine St., Willoughby, OH 44094 as submitted but with the conditions discussed for pedestrian access 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**

Mrs. Grinstead asked Mr. Sines to email/send her the revised plan showing the pedestrian access and he agreed.

**Starbucks**  
36900 Vine St.  
(Rep.- Jon Sines, Marous Development Group &  
Alan Arslanian, Project Mgr. for Starbucks)

**Conditional Use Permit for drive thru  
and outdoor dining**

Mr. Sines of Marous Development Group, 38119 Stevens Blvd., Willoughby, OH 44094 and Mr. Alan Arslanian, of Starbucks, 7251 Taft St., Mentor, OH 44060 of Starbucks are representing the Conditional Use Permit for outdoor dining and a drive thru for Starbucks.

Mr. Arslanian asked for 24 hours, 7 days a week for their hours of operation. Mr. Kary said any outdoor power washing of equipment and patio would be restricted from midnight until 6:00 a.m., 7 days a week. The dumpster must be enclosed. The outdoor drive thru speakers and the one outdoor speaker to the patio will both remain at conversational level. The Conditional Use Permit (CUP) will expire one year from today and as long as there are no issues they will approve it permanently next year. There will be no outdoor trash cans allowed on patio. Vice Chairman Wildermuth asked how their deliveries work. Mr. Arslanian said it varies; some are in the evenings or overnight but they have access to the building. He said they normally do not have an issue with deliveries and will not be part of the CUP. Mr. Arslanian said the building will be the buffer because the entrance is on the freeway

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side and that is where the trucks will park. Mr. Capelle said the dumpster should be in working order and the lot kept clean because a couple residents that came before the commission at the last meeting for this CUP had some complaints about trash being strewn about on their properties from the previous business. Mr. Arslanian said operations has a cleaning process. Vice Chairman Wildermuth said nothing is allowed to be stacked outside of the dumpster.

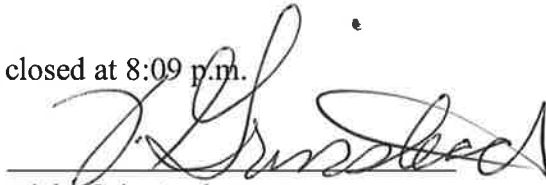
Mr. Cook moved to approve a Conditional Use Permit for Starbucks, 36900 Vine St., Willoughby, OH 44094 with the following conditions: 1) Hours of operation are 24 hours, 7 days a week, 2) No outdoor maintenance allowed from 12:00 a.m. until 6:00 a.m., 7 days a week. 3) Dumpster must be enclosed and site must remain free of trash, 4) Drive thru speakers and the one outdoor patio speaker must be at conversational level, 5) No outdoor trash cans on outdoor patio, 6) This Conditional Use Permit terminates on June 27, 2025 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**

There being no further business the regular meeting closed at 8:09 p.m.

  
Mike Wildermuth, Vice Chairman

  
Vicki Grinstead, Secretary