

**PLANNING COMMISSION  
CITY OF WILLOUGHBY  
OCTOBER 23, 2025  
REGULAR MEETING  
MINUTES**

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

**Chairman Norris called the regular in-person meeting to order at 7:00 p.m.**

**MINUTES**

**Regular Meeting Minutes**

**October 9, 2025**

Mr. Cook moved to approve the Planning Commission Regular Meeting Minutes for October 9, 2025 as submitted and Mr. Wildermuth seconded.

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

**Motion Carried: APPROVED**

**OLD BUSINESS**

**None**

**NEW BUSINESS**

**Kirtland Tudor Estates**

**Lot split, 1 lot into 4**

Stillman Lane/PPN#21-A-022-0-00-029-0  
(Rep.-Mike Ross, Paratto Ross Real Estate LLC)

Mr. Ross of Paratto Ross Real Estate LLC is representing the lot split for Kirtland Tudor Estates.

Mr. Ross said these lot splits are in the southern/front portion of the Kirtland Tudor Estates Development. The lot splits (E, F, G & H) have all been pre-approved by the Lake County Tax Map department. Lots "E" & "F" are located on the west side of the subdivision; lot "G" is located on the east side of the subdivision. He has prospective buyers for all three lots. All the driveways for these future homes will come off Stillman Lane. The Villages H.O.A. will be amended to reflect this per Section 1.3A of The Villages declaration. The developer retains the right to add sublots to the governance to this declaration. He said lot "H" runs adjacent to Kirtland Rd. and is only being added at the advisement of the Lake County Tax Map Department. It will likely be deed restricted and treated like a block and transferred back to the H.O.A. This piece of land is the large, mounded area with landscaping and nothing can be built on it.

**City of Willoughby  
Planning Commission  
Regular Meeting Minutes  
October 23, 2025**


Chairman Norris asked if there is an access easement for Stillman Lane and Mr. Ross said yes.

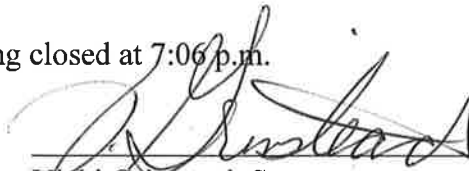
Mr. Capelle moved to approve the lot split from 1 lot into 4 for Kirtland Tudor Estates, Stillman Lane/PPN#21-A-022-0-00-029-0, Willoughby, OH 44094 as submitted and Mr. Cook seconded.

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

**Motion Carried:     APPROVED**

There being no further business the regular meeting closed at 7:06 p.m.

  
Steve Norris, Chairman

  
Vicki Grinstead, Secretary