

MINUTES
Board of Building & Zoning Appeals
City of Willoughby Hills, Ohio

January 12, 2016

CALL TO ORDER: 8:00 pm

Roll Call:

PRESENT: Chairman Frank Cihula, Vice Chairman John Klements, Mark Kotoch,
Robert Bartolotta and James Michalski

ALSO PRESENT: Clerk, Katherine Lloyd

Mark Kotoch was appointed to a new 5-year term. He was sworn in by Mayor Weger on December 22, 2015.

2016 ORGANIZATION

Nominations opened for Chairman of the Board

Mark Kotoch nominated Frank Cihula for Chairman of the Board of Building and Zoning Appeals for the year 2016. Frank Cihula accepted.

Chairman Cihula asked three times for additional nominations.

Nominations were closed.

Roll call: 4 Ayes and 1 Abstention (Cihula).

BZA Chairman for 2016: Frank Cihula

Nominations opened for Vice-Chairman of the Board

Mark Kotoch nominated John Klements for Vice-Chairman of the Board of Building and Zoning Appeals for the year 2016. John Klements accepted.

Chairman Cihula asked three times for additional nominations.

Nominations were closed.

Roll call: 4 Ayes and 1 Abstention (Klements).

BZA Vice-Chairman for 2016: John Klements

MOTION: John Klements moved to appoint Katherine Lloyd as BZA Clerk.

Seconded by Mark Kotoch

Roll call: Ayes unanimous.

Motion passes 5/0.

BZA Clerk for 2016: Katherine Lloyd

Appointment of BZA Representative to Planning Commission and Architectural Board of Review

MOTION: John Klements moved that Frank Cihula be the BZA representative to the Planning Commission and Architectural Board of Review.

Seconded by Mark Kotoch.

Roll call: Ayes unanimous.

Motion passes 5/0.

2016 BZA representative to the Planning Commission & Architectural Board of Review: Frank Cihula

DISPOSITION OF MINUTES of September 8, 2015

MOTION: Mark Kotoch moved that the Board approve Minutes of September 8, 2015 as submitted.

Seconded by Robert Bartolotta

Roll call: Ayes Unanimous

Motion passes: 5/0.

CORRESPONDENCE

- Notification dated 9/2/15 sent to News-Herald re: October 13, 2015 BZA meeting.
- Notification dated 10/28/15 sent to News-Herald re: November 10, 2015 BZA meeting.
- Notification dated 11/20/15 sent to News-Herald re: December 8, 2015 BZA meeting.
- Notification dated 1/4/16 sent to News-Herald re: January 12, 2016 BZA meeting.
- BZA Meeting Schedule for 2016 has been approved and will be sent to the Board via email.

No Pending Business

UNFINISHED BUSINESS

None

NEW BUSINESS

None

CHAIRMAN'S COMMENTS

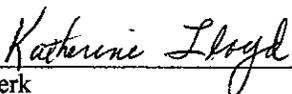
- Follow up on Case 2014-7, Mr. Michael R. Makarich (son) for Mr. Michael Makarich, Jr., 2581 River Rd. – square footage of accessory building: We heard the appeal last year on December 9, 2014. We put a deadline one year from the date of that meeting to remove a shed. I have spoken to both Mr. Makarich and the Building Commissioner about the shed removal. Mr. Makarich spoke to the Building Commissioner who said that he would accept an open-sided building and cleaning up of the property as satisfying the BZA Board's requirement. During my site inspection last week, the front of the old shed was still there and looked like it was recently painted. The rear part had a 6' wall on one side, a 3' wall on the other side, and framing for a roof. He said that an open-sided building would not count as an accessory building. There is some precedent for this. The new barn is up. There was discussion about the stipulation included in the motion by the BZA that has not yet been fulfilled.
- The Index of Appeals for 2015 was distributed to the Board. It will be added to the Master Index of Appeals. The Appeals from 2015 and their status were briefly reviewed.
- There are two potential appeals for the February 8th meeting.

MOTION: James Michalski moved to adjourn; seconded by John Klements
Voice vote: Ayes unanimous.
Motion passes 5/0

Meeting adjourned at 9:02 pm

Note that it is the policy of the Board to make site visits to guide them in making their decisions.
Note that BZA meetings are recorded and recordings are considered a public record.

All decisions of the Board of Building and Zoning Appeals are final within the City of Willoughby Hills. Any interested party may appeal the Board's decision to the Court of Common Pleas of Lake County, as provided for by Ohio Law.


Clerk


Chairman

1-28-16 kdl

Date approved: 3-8-2016