

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

June 13, 2017

CALL TO ORDER: 8:01 pm

DISPOSITION OF MINUTES

• **Minutes of January 10, 2017.**

MOTION: James Michalski moved to approve the Minutes of January 10, 2017 as written.
Seconded by John Klements.
Roll call: 4 Ayes and 1 Abstention (Kotoch).
Motion passes 4/0.

Chairman Cihula declared that the Board of Building and Zoning Appeals Meeting Minutes of January 10, 2017 have been approved as submitted.

• **Minutes of June 14, 2016.**

MOTION: Mark Kotoch moved to approve the Minutes of June 14, 2016 as submitted.
Seconded by Robert Bartolotta.
Roll call: Ayes unanimous.
Motion passes 5/0.

Chairman Cihula declared that the Board of Building and Zoning Appeals Meeting Minutes of June 14, 2016 have been approved as submitted.

CORRESPONDENCE

Notification dated 5/30/17 sent to News-Herald re: June 13, 2017 BZA meeting.

No Pending Business

UNFINISHED BUSINESS

None

NEW BUSINESS

None

CHAIRMAN'S COMMENTS

- Thank you to John Klements: He was the designated BZA Representative *pro tem* for the PCABR meeting on Thursday, June 1, 2017. He spoke to standards of timbering and the correct practice of 'Siliviculture'. That project has been postponed. There will be an on-site meeting on June 20, 2017. Mr. Klements will be there. He did a tremendous job.
- Sunshine Law Class at Lakeland: Frank Cihula attended the class on May 17, 2017.
- Ethics Class at Lakeland: Frank Cihula attended the class on Thursday, June 1, 2017.
- New Building Inspector: There is an offer of employment on the table.
- Part-time Clerk for Building and Service Department: Posting has been made for someone help in that office.

- City Engineer Pete DiFranco has been acting as Zoning Administrator, not inspections.
- Dave Mann has been doing building inspections for the City during this interim. He is the Chief Building official in Eastlake. He did electrical inspections while Fred Wyss was here.
- So far, there are no appeals for the July 11, 2017 meeting.

MOTION: John Klements moved to adjourn.
Seconded by Mark Kotoch.
Voice vote: Ayes unanimous.
Motion passes 5/0

Meeting adjourned at 8:10 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.

Katherine Lloyd
Clerk

Frank J. Alcala
Chairman
8 August 2017
Date approved: