

**MINUTES**  
**Planning and Zoning Commission & Architectural Board of Review**  
**City of Willoughby Hills, Ohio**

**February 4, 2016**

**CALL TO ORDER 7:00 P.M**

**PRESENT:** Chairman Christopher Smith, Vice Chairman John Lillich, Mayor Robert Weger  
Jonathon Irvine and Michael Tyler

**ALSO PRESENT:** Building Commissioner Fred Wyss, BZA Rep Frank Cihula,  
City Engineer Pietro DiFranco and Clerk Katherine Lloyd

**MOTION:** John Lillich moved to excuse the absence of Christopher Hallum and Joseph Zawatski  
for tonight's meeting.  
Seconded by Michael Tyler  
Roll call: Ayes Unanimous  
**Motion passes 5/0.**

**Correspondence:**

Email dated 1/22/16 from Assistant City Engineer Kevin Trepal RE: 2525 Maple Hill Road

**Disposition of Minutes: Meeting of January 21, 2016**

**MOTION:** Michael Tyler moved to approve the Minutes of January 21, 2016 as presented.  
Seconded by John Lillich  
Roll call: Ayes Unanimous  
**Motion passes: 4 Ayes and 1 Abstention (Irvine)**

**ARCHITECTURAL BOARD OF REVIEW**

**Public Portion opened at 7:02 P.M.**

No Public input

**Public Portion closed at 7:02 P.M.**

1.) Marinko and Juliette Marijolovic

Contractor: JEMM Construction, LLC

**2525 Maple Hill Road – New Home -PPN 31-A-012-H-00-009-0**

Plans stamped received in Building Department 1/15/16

Plans stamped reviewed by Building Department 1/25/16

Plans stamped reviewed by City Engineer 1/22/16

Present: Justin Merhar (project manager)

**Owner/Representative Comments:**

- This will be a new home with Twilight Black shingles (Oakridge) and Ledgestone Kingston stone with gray mortar and charcoal gray shake on the front elevation.
- The double Dutch lap siding on the left, right and rear elevations will be a storm color.
- White windows have prairie style grids. They will be wrapped with white aluminum on all elevations. Transom window will not allow the prairie style. The board and batten style shutters (shown on drawings) will be dark red.
- White carriage style garage doors also have prairie style grid pattern in the glass.

(Wyss) Just to clarify for the minutes, this is Sublot 9, not Sublot 11. *Yes, it is Sublot 9.*

**City Engineer's Comments (DiFranco):**

None

**Board Comments**

(Smith) The house is beautiful. The colors complement each other. We usually ask that the stone be wrapped around the sides, but the drawings look like the 16-inch foundation exposure is done in stone. Are you doing it in stone or stamped concrete? *We will do it in stone.* The stone will go to the sill line on the front? *Yes.* I suggest that the stone be wrapped about two feet on the right side to the first garage door. It would not be necessary to wrap the stone on the left side because of the way it protrudes.

(Lillich) Where the windows are grouped, they look like one big unit. They could be wrapped as one unit. *I agree.*

**MOTION:** John Lillich moved to approve the plans for the new home at 2525 Maple Hill Road as submitted with the addition the windows be trimmed all around the house, the windows in the back be continuously wrapped and the stone being wrapped two feet around the right elevation.  
Seconded by Michael Tyler  
Voice Vote: Ayes Unanimous  
**Motion Passes: 5/0**

**PLANNING COMMISSION**

**Public Portion opened at 7:11 P.M.**

None

**Public Portion closed at 7:11 P.M.**

No Pending Business

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

None

**MAYOR'S REPORT**

None

**COUNCIL REPRESENTATIVE'S REPORT (Hallum)**

None

**BUILDING COMMISSIONER'S REPORT**

Mr. Wyss presented a preliminary case for unofficial discussion by the Board and requested feedback: ProBuilt Homes sent a preliminary site layout for a new home at the end of Lynn Drive. This lot is owned by a resident of Lynn Drive who lives up the street. The lot presents some Riparian setback issues with the location of the house. Mr. DiFranco and Mr. Wyss had a preliminary meeting with the home owner. Rather than the 75 foot setback of the platted right of way of the cul-de-sac, they could, in keeping with the other houses on Lynn Drive, move the house forward out of the riparian area except for one corner. The lots were combined into all one parcel before the interceptor went in across the creek as recommended. The owner gave an easement for the interceptor. He has an email from CT Consultants saying that the lot was buildable but must be done according to the Code. Their email was dated after Riparian was added to Protected Areas. The house is in the 15-foot setback.

The site layout shows the proposed location and the location if it were to be set back sketched in. The GIS map shows location of the neighbor's house.

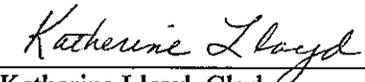
There would be a Protected Area review by the Planning Commission before the house is reviewed by Architectural Board of Review. The Engineer will need to review for any additional issues. Consensus of preliminary discussion: It seems to be the only way to make the lot buildable.

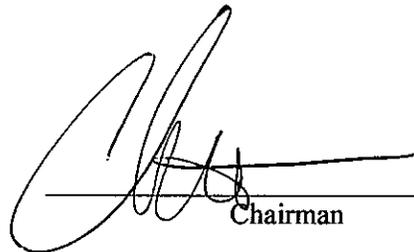
**CHAIRMAN'S REPORT**

- Master Plan: Members were asked to complete their reading of the current Master Plan on the City Website. Next meeting we will take volunteers for the Review Subcommittee and set the schedule.
- Congratulations to the John Irvine family on the new addition to their family.

**MOTION:** John Lillich moved to adjourn  
Seconded by Michael Tyler  
Voice Vote: Ayes Unanimous  
**Motion Passes 5/0**

**Meeting Adjourned at 7:35 P.M.**

  
Katherine Lloyd, Clerk

  
Chairman

Date Approved 3.3.2016