

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

December 7, 2017

CALL TO ORDER 7:00 P.M

PRESENT: Chairman Christopher Smith, Vice Chairman John Lillich,  
Mayor Robert Weger, Councilman Christopher Hallum, Jonathan Irvine,  
Michael Kline and Brian Jones.

ALSO PRESENT: City Engineer Pietro DiFranco, BZA Representative Frank Cihula  
and Clerk Katherine Lloyd

**Correspondence:**

Email dated 11/21/17 from City Engineer DiFranco RE: 2982 Gatsby Lane – Swimming Pool, Deck, Fencing, etc.

**Disposition of Minutes** November 16, 2017

**MOTION:** John Lillich moved to approve the Minutes of November 16, 2017 as submitted.  
Seconded by Mayor Weger  
Voice Vote: 5 Ayes and 2 Abstentions (Irvine, Jones)  
**Motion Passes: 7/0**

**The PC/ABR Board welcomed its new member, Brian Jones**

**ARCHITECTURAL BOARD OF REVIEW**

**Public Portion opened at 7:01 P.M.**

No public input

**Public Portion closed at 7:01 P.M.**

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Agent/Contractor: The Bremec Group

**2982 Gatsby Lane – Swimming Pool, Deck, Fencing, Etc. – PPN 31-A-005-H-00-004-0**

Plans stamped received in Building Department 11/16/17

Plans reviewed by City Engineer 11/21/17

Present: Roger Dorer (The Bremec Group, Chesterland, Ohio)

Owner/Representative Comments:

- There will be a 25'x40' swimming pool with a Trex deck, a 14'x14' roof structure attached to the deck and landscaping for screening and seasonal interest with low-pitched lighting, a complete drainage system and irrigation system.
- Perimeter of the pool area will be enclosed by several types of fencing [shown]. A 4 ft. aluminum fencing with self-closing hinges and a magno- latch will start by the house. It will have a double gate. All other gated areas will also have self-closing hinges and self-latching gates. On the far right side, there will be a wooden gate.
- There will be no grass inside the pool area. There will be a gravel path system. Catch basins will be located throughout the drain tile surrounding the perimeter of all the pool paving.
- Currently existing landscaping on the left side will remain. Closest to the driveway are Norway spruce. Further on the left are existing hemlocks. Across the rear of the pool area, arborvitae and additional Norway spruce are planned.
- Most of the soil from the pool excavation will be used onsite for a mounded area on the eastern side with landscaping. Behind that is a wooden fence at original grade. The rear fence is proposed to be chain link.

City Engineer's Comments (DiFranco):

None

Board Comments:

(Lillich) There are latches on the gates for safety. Will there be any alarm system from the house? If someone goes out, there would be an audible alarm. It is something to think about.

(Smith) Do they have a retractable pool cover? Sometimes that can take the place of an exterior door alarm. *It is a keyed retractable pool cover. You have to have a key and it has to be within visible sight of the pool.*

(Lillich) We need to be certain that the mound will not block a swale area between the houses. *The fence will be about 6 inches off the edge of the property along the eastern line. There is a wooded area on the other side of the fence. The engineered site plan shows a swale to be created inside the fence. At the end of the fence to the south will be an additional basin.*

(Cihula) There is no requirement, other than not on the property line. It could be 1 inch inside the line. However, maintenance of the other side of the fence must be considered.

(Hallum) Is there any electrical planned? *Yes, the pool equipment pad is located to the rear of pool.* Will there be electric around the pool area? There are 4 GFCIs around the pool area within the landscaping.

(DiFranco) You will need to get a permit from Lake County Building Dept. *Tri-County Electrical and the swimming pool contractor will pull their own permits.*

MOTION: John Lillich moved to approve the plans for the Swimming Pool, Deck, Fencing, Etc at 2982 Gatsby Lane as presented.  
Seconded by Mayor Weger  
Voice Vote: Ayes Unanimous.  
**Motion Passes: 7/0**

**PLANNING COMMISSION**

**Public Portion opened at 7:13 P.M.**

No public input

**Public Portion closed at 7:13**

No Pending Business

### UNFINISHED BUSINESS

None

### NEW BUSINESS

Mr. Lillich expressed concern about areas of the City that have no cell phone service, especially in the river valley. No cell service may be exerting downward pressure on property values. He gave example of a house sale that fell through when the buyer learned that there was no cell service. The City ordinance is very restrictive. The Planning Commission could pass on a resolution to Council to look at resolutions to the situation.

Per discussion, Small Cell Towers, known as MicroCells, are being proposed for coverage of a specific area. The legislation that went through got changed. They are looking for new ways to implement it. In the past, microcells were on 50-foot poles and could be put anywhere. Now the height has been lowered to 35 feet. Microcells still need to communicate with the larger cell towers. It may be another year before that happens. There has been opposition to locating towers on suitable cell sites in communities.

### MAYOR'S REPORT

None

### COUNCIL REPRESENTATIVE'S REPORT (Hallum)

None

### BUILDING COMMISSIONER'S REPORT

Mr. DiFranco provided an end of the year update. He plans to maintain a list of zoning certificates and approvals of minor alterations throughout the year and then post it online for ready availability. It will be distributed to the Planning Commission.

He listed some of the projects that have been started and are still ongoing.

- Tower at West Miller has not received final zoning because they have not yet complied with all of the Code requirements. We are waiting for their next submittal.
- The reflecting pool on Chimney Ridge is still pending.
- True North gas station: waiting for re-submittal for Stormwater management and building elevations.
- Game Room on Chardon Rd requested to be removed from this 12/7/17 Agenda. They are considering their options. If they are not ready for the 1<sup>st</sup> meeting in January, Mr. DiFranco recommends the application be declined or tabled so it does not linger. They could re-apply.

### Minor Alterations

- Driveway addition approved at the Susnik property on Chardon Rd as well as a 10'x16' shed.
- Fence on Maple Grove approved. There were no issues.
- Fence on the Mr. Ruple's horse property on Chardon Rd. approved. He is creating a riding arena for his personal use. There were no issues.
- Existing Cell antennas on the Bishop Park Apartments need to be replaced. Zoning certificate was approved.
- Zoning certificate approved for Cleveland Clinic to remodel the pharmacy indoors.

### Upcoming Projects

- New house on Chardon Rd. where one was demolished.
- A new house on Milann is planned. Neighbors reported a number of trees being marked. Before any could be cut down, the builder was contacted and advised that they are in a Protected Area that is also a Flood Plain and a Flood Way. The builder submitted plans for the new house today.
- Communication with an owner about a house addition on Bishop

- Porch addition on Rockefeller
- A pole barn on Bishop.
- On Dodd Road an owner wants to replace an existing shed with new one. It is in a Protected Area and is also in the Flood Plain.

Updating

- Permit applications - 10 existing permit applications have been consolidated into 1 application.
- Website in the Building Department- hopefully updated soon.

CHAIRMAN'S REPORT

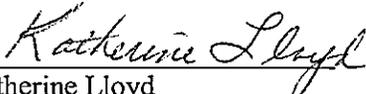
Mr. Smith discussed the planning process for the current Master Plan. In looking back, review of the 2003 Master Plan started on October 2, 2008 which satisfied the 5 year review. This year the whole Board was established as the Master Plan review committee

Review of the 2003 Master Plan continued through 2011 so as to include the 2010 Census data in the Master Plan update that is in our books now. For this Master Plan, a similar process is envisioned.

Per discussion, the next Census update is in 2020. Data will not be available until 2021. There is a large section of the Master Plan is dependent on the 10 year Census. It is important to include the most current date available. That data drives decisions for the planning process. In the meantime, there are issues that can be discussed, like the overlay districts.

MOTION: John Lillich moved to adjourn the meeting.  
Seconded by Mayor Weger  
Voice Vote: Ayes Unanimous.  
**Motion Passes: 7/0**

Meeting Adjourned at 7:29 P.M.

  
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Katherine Lloyd

  
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Chairman pro tem  
2/1/18  
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Date Approved