

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

May 4, 2017

CALL TO ORDER 7:03 P.M

PRESENT: Chairman Christopher Smith, Vice Chairman John Lillich, Mayor Robert Weger, Councilman Christopher Hallum, Michael Tyler and Michael Kline

ABSENT: Jonathan Irvine

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

MOTION: Councilman Hallum moved to excuse Jonathan Irvine from tonight's meeting.
Seconded by John Lillich
Voice Vote: Ayes Unanimous
Motion Passes: 6/0

Correspondence:

- Letter dated 4/20/17 from Jesse Styles, Strategis LLC to City Engineer DiFranco RE: Plan Review of TowerCo Wireless Communication Facility at 28895 W. Miller
- Email dated 4/21/17 from City Engineer DiFranco RE: Review of Proposed Cell Tower at 28895 W. Miller

Disposition of Minutes Meeting of March 16, 2017

Mayor Weger and Katherine Lloyd thanked Gloria Majeski for filling in for the March 16, 2017 meeting and preparing the minutes. It is much appreciated.

MOTION: Michael Tyler moved to accept minutes of March 16, 2017 as corrected.
Seconded by Councilman Hallum.
Voice Vote: 6 Ayes
Motion Passes. 6/0

ARCHITECTURAL BOARD OF REVIEW

Public Portion opened at 7:04 P.M.

1.) Linda Fulton, 2990 Marcum, asked about the Master Plan review.
(Smith) Sections 1-3 have been discussed. The rest is pending.

2.) Cheryl Ota asked who the Zoning Administrator is.
(Smith) Fred Wyss was the former Zoning Administrator. He approved these projects prior to his departure.

Public Portion closed at 7:07 P.M.

No Pending Business for Architectural Board of Review

Minor Alterations Approved by the Zoning Administrator

These projects listed were already reviewed and approved by the former Building Commissioner, Fred Wyss. No vote is required. They were discussed and approved administratively.

1.) Gary Marsh

Agent/Contractor: N/A

32329 White Rd. – Installation of Shed – PPN: 31-A-005-G-00-015-0

Plans received in Building Department 3/27/17

Plans stamped reviewed by Building Department 3/27/17

2.) Ron Teidman

Agent/Contractor: Green Shamrock Const.

2371 Pine Valley – Addition - PPN: 31-A-017-D-00-010-0

Plans stamped received in Building Department 4/7/17

Plans stamped reviewed by Building Department 4/7/17

3.) Preserve at Gully Brook Condominium

Agent/Contractor: North Coast Sign Works

Maple Grove Rd. – Sign Replacement – PPN: 31-A-017-A-00-005-0

Plans received in Building Department 4/13/17

Plans stamped reviewed by Building Department 4/13/17

PLANNING COMMISSION

Public Portion opened at 7:08 PM

Thomas Marsh, 26520 Maple Grove, asked the owners when the tower would be built if it is given final approval and what commitments for other carriers they had. The 2-mile radius map reviewed by the City Engineer shows the surrounding towers but does not say what carriers are on the towers.

Public Portion closed at 7:09 PM

1.) City of Willoughby Hills

Agent/Contractor: STRATEGIS, LLC (Agent for TowerCo.)

28895 West Miller Rd – Final Review – PPN: 31-A-025-0-00-003-0

Plans received in Building Department 3/3/17

Plans reviewed by the Building Department 3/8/17

Plans received by City Engineer 3/3/17 and 3/8/17 and 4/20/17

Plans reviewed by City Engineer 4/21/17

Present: Jesse Styles (Strategis) and David Walter (Verizon Wireless)

City Engineer's Comments (DiFranco):

The applicant has already received Preliminary Approval for this project. They are here for Final Approval. Since Preliminary approval they have provided the necessary information to proceed. Therefore, Final Approval is recommended contingent upon addressing the remaining outstanding items listed in the Engineer's letter dated April 20, 2017. The items can be addressed during the permit phase.

Owner/Representative Comments:

- The 135' monopole is designed for multiple tenants on the tower. The intended build date will be set after the permitting and regulatory process and the co-location discussion.
- Carriers on the poles shown on the 2-mile radius map are not listed but Mr. Styles provided a list that would be 90% accurate because he has worked with those sites.
 - The AT&T tower to the east has Verizon, AT&T, Sprint, T-Mobile.
 - The tower to the south is next to the Lake County water tank has Verizon, AT&T, Sprint T-Mobile and Clearwire.
 - To the west, the SBA tower probably has AT&T and T-Mobile.
 - Along Rt. 2, there are two towers. TC/AT&T has AT&T. The SBA has Verizon and T-Mobile. Sprint in on one of the two. They are older self-support towers in an industrial ROW. They have all the carriers on them between them.
 - AT&T is next to the site that says existing substation.
 - Spectrasite was built for Nextel and now has Sprint on it.
- He added the water tank by Bob Evans that has AT&T on it. The tower at Daniel's Park to the east has Verizon and Sprint. At the 306 exit off Rt. 90 (City of Willoughby), the transmission tower with antennas on it has T-Mobile. Verizon has a tower at Lakeland Community College. Sprint is on a transmission tower to the south of Rt. 90 across from the Verizon tower at Lakeland.

Board Comments:

(Tyler) Once all the approvals are done, how long is the construction phase? *It takes about 30 days. Once the tower is built, it takes about 2 weeks for co-locators*

(Hallum) Does the proximity to the flight path of the county airport create any problems? *A copy of the FAA clearance is here for review. No light was recommended. There was none on the drawings. There was a determination of 'no hazard'.*

MOTION: John Lillich moved to give Final Approval for the tower at 28895 West Miller Rd as presented.

Seconded by Michael Tyler

Voice Vote: Ayes Unanimous.

Motion Passes: 6/0

UNFINISHED BUSINESS

None

NEW BUSINESS

None

MAYOR'S REPORT

None

COUNCIL REPRESENTATIVE'S REPORT (Hallum)

A meeting of the Planning and Zoning Committee of Council will be scheduled. We will be looking at the 'keeping of horses'.

BUILDING COMMISSIONER'S REPORT

None

CHAIRMAN'S REPORT

None

BOARD MEMBER'S REPORT

- Mr. Lillich reported that the Audubon Society of Greater Cleveland took possession of the additional 81 acres added to the Hach-Otis Sanctuary. Professional Land Management people are assessing uses. It will be a Wild Life Sanctuary. Activities will be very passive. The direct head of the Natural Areas and Preserves division of ODNR walked it with one of their preserve officers. They feel that the 50 acres of woods qualify for state protection. ODNR has offered help with designing walking trails.
- There is a planned walk on May 19th at 3:30 pm for all the people from the Land Conservancy.
- The official opening is in July.

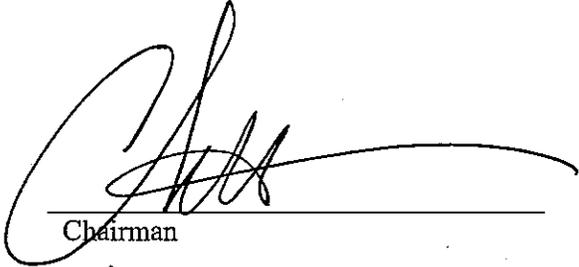
Chairman Smith offered congratulations on behalf of the Board.

MOTION: Councilman Hallum moved to adjourn the meeting.
Seconded by John Lillich
Voice Vote: Ayes Unanimous.
Motion Passes: 6/0

Meeting Adjourned at 7.28 P.M.



Katherine Lloyd, Clerk



Chairman
6-1-2017

Date Approved