

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

August 4, 2016

CALL TO ORDER 7:03 P.M

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

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

Correspondence:

Memo dated 7/26/16/16 from City Engineer Petro DiFranco RE: 37250 Chardon Rd- Proposed Lot Split & Consolidation

Disposition of Minutes

- Minutes of July 7, 2016
MOTION: Michael Tyler moved to approve the Minutes of July 7, 2016 as presented.
Seconded by Councilman Hallum
Voice Vote: 5 Ayes and 1 Abstention (Irvine)
Motion Passes: 5/0

- Minutes of July 21, 2016
MOTION: Michael Tyler moved to approve the Minutes of July 21, 2016 as presented.
Seconded by Councilman Hallum
Voice Vote: 4 Ayes and 2 Abstentions (Hallum, Irvine)
Motion Passes: 4/0

ARCHITECTURAL BOARD OF REVIEW

Public Portion opened at 7:04 P.M.

No Public Input

Public Portion closed at 7:04 P.M.

1.) Roebuck

Agent/Contractor: ProBuilt Homes

2508 Maple Hill Rd. – New Home – PPN: 31-A-012-H-00-018-0

Plans stamped received in Building Department 7/15/16

Plans stamped reviewed by Building Department 7/25/16

Present: Jonathon & Elizabeth Roebuck and Chris Brown (ProBuilt)

Owner/Representative Comments:

- New home with 3,604 sq. ft. home with 1st floor master and 3-car garage with doors on side.
- Late revision to the print. They just added Board & Batten style shutters for the 4 windows on front elevation.

- Colors and samples were shown. Vinyl siding will be dark gray Storm color. All the trim, gutters and soffit will be white. It will have dual black 30-year dimensional shingles. Stonework is LedgeStone by Prestige.
- Profile of the siding will be 5-inch clapboard, straight lap.

City Engineer's Comments (DiFranco):

None

Board Comments

(Hallum) Will the stone façade be wrapped 12-18 inches around the corners? *Yes*. Is it on here, maybe I missed it?

(Lillich) You didn't miss it.

(Tyler) It's not there.

(Wyss) Can we get some sets of new elevations done so I have that documented? We are missing them in the field. *Yes*. We need 4 sets showing the stone wrap and shutters. *Yes*.

(Tyler) It is a beautiful home.

MOTION: Mayor Weger moved to approve the plans for the New Home at 2508 Maple Hill Rd as presented with the condition of wrapping the stone 12-18 inches around the corners and resubmitting new elevations for the shutters.

Seconded by Jonathon Irvine

Voice Vote: Ayes Unanimous

Motion Passes: 6/0

2.) Banks

Agent/Contractor: ProBuilt Homes

28805 Eddy Rd. – New Home – PPN: 31-A-025-0-00-063-0

PPN: 29-B-009-0-00-027-0 Rear Area

Plans stamped received in Building Department 7/25/16

Plans stamped reviewed by Building Department 7/25/16

Present: Rick Carabine (ProBuilt) representing Mr. & Mrs. Larry Banks

Owner/Representative Comments:

- The project is at 28805 Eddy Rd. The backyard is in Wickliffe; the front is in Willoughby Hills
- It is a 2977 sq. ft. house with 4 bedrooms plus a guest bedroom down stairs and a 3-car garage with side entry
- Colors and samples were shown. The vinyl siding will be the dark gray Storm color with the 5-inch clapboard, straight lap profile. Prestige stone is the LedgeStone. The 30-year dimensional shingles is charcoal gray. Shutters on the house are a dark wine color, Bordeaux. All the trim work, soffit and gutters will be Bright White.

City Engineer's Comments (DiFranco):

None

Board Comments

(Lillich) There is just one set of shutters in the front? *Yes*.

(Hallum) Just the one set in the center, double window? *Yes*

(Smith) On the rear elevation you have an elevated sliding glass door that comes out onto nothing and there is a drop of about 5 or 6 feet.

(Lillich) It shows a bar across it.

(Smith) Are they planning to put on a future deck? *A decision on a deck will be a year out.* Mr. Wyss, you will make sure that door does not open?

(Wyss) They have been doing that on all of their sliders. They usually extend the frieze board all the ways across. The elevations need to be corrected. *(Okay)* The stone wrap in the front is not going around underneath the porch on the left hand side of the house. *(Okay)*

(Hallum) Is the stone wrapped around the corners 12 to 18 inches?

(Smith) It is not shown wrapping on the drawings. *I can get this redrawn.*

(Wyss) That's the garage side and the front.

(Lillich) Everything, including the windows is trimmed out nicely, except that the man door by garage does not show trim. We would like that to be trimmed out the same. *Wrap that?* (Yes)

MOTION: John Lillich moved to approve the plans for the New Home at 28805 Eddy Rd with condition that updated plans are submitted for the Building Commissioner showing wrap the stone 360 degrees around the basement level, stone wrapped 12-18 inches on the sides, the frieze board extended under the slider on the back of the house and trim out the man door by the garage.

Seconded by Christopher Hallum

Voice Vote: Ayes Unanimous

Motion Passes: 6/0

3.) Bordelon

Agent/Contractor: Signature Pools

2775 Fowler Dr. – In-Ground Pool – PPN: 31-A-006-H-00-026-0

Plans stamped received in Building Department 7/26/16

Plans reviewed by Building Department 7/26/16

Present: Sam Trevarca (Signature Pools)

Owner/Representative Comments:

This will be a 512 sq. ft. in-ground pool immediately behind the house with a 4' aluminum wrought iron fence around the pool and a 6 ft. gate. Pool equipment is at corner of the property which is the corner of the house.

City Engineer's Comments (DiFranco):

None

Board Comments

(Smith) You will pour concrete around the pool? *Yes.* Is it stamped or regular? *Regular, hand finish.*

(Lillich) The gates are alarmed. *These are all self-locking. All gates come self-locking with alarms.*

MOTION: Michael Tyler moved to approve the plans for the In-Ground Pool at 2775 Fowler Dr., as presented.

Seconded by John Lillich

Voice Vote: Ayes Unanimous

Motion Passes: 6/0

4.) Antonia Keidrich

Agent/Contractor: Great Day Improvements

2883 Cricket Lane – Seasonal Sunroom – PPN: 31-A-008-G-00-009-0

Plans stamped received in Building Department 7/29/16

Plans reviewed by Building Department 8/1/16

Present: Dan Benton (Patio Enclosures)

Owner/Representative Comments:

12 x 15 Three-season Patio Enclosure room on concrete foundation. It will replace the storm damaged room with sloped roof that they had.

City Engineer's Comments (DiFranco):

None

Board Comments

(Smith) Is the structure pre-fabricated or is it constructed on site? *The units are pre-made and 'customed' to the size of the site. This has glass and screen with knee walls on the two sides because of grade.*

Hallum) Is it built on site or is it brought already assembled to the site? *It is built on site.*

(Smith) Does it come as pieces that are put together? *In this case, there are six frames that lock together, then the knee walls and then the roof with the hanger system. So it is pre-engineered.*

(Tyler) Do you take off the gutter portion from that system and then lag bolt it into the roof itself? *We normally take the gutter off where the roof is and lag bolt it in. We flash it up under the shingles.*

(Lillich) Architecturally, I personally prefer a gable roof for this type of room. *It is the ranch portion of the house. It calls for a slope. The one they had had a slope like this.*

(Smith) It will have a very shallow pitch. Snow will sit on it. What is the pitch? *It falls 1 foot. The panel is engineered so it only requires half of the pitch per foot. It has a smooth surface so it doesn't drag. It is almost like a standing seam roof. Yes.*

MOTION: Michael Tyler moved to approve the plans for the Seasonal Room at 2475 Maple Hill Rd. as presented.
Seconded by Christopher Hallum
Voice Vote: Ayes Unanimous
Motion Passes: 6/0

5.) Christine Bukovec

Agent/Contractor: Same

2834 Stark Dr. – Garage & Addition – PPN: 31-A-006-E-00-018-0

Plans stamped received in Building Department 8/1/16

Plans reviewed by Building Department 8/1/16

Present: Christine Bukovec and Michael Bukovec

Owner/Representative Comments:

- This was my mother's house that we purchased from the estate.
- The addition consists of a sunroom that connects the house to the garage and a sliding glass door to the backyard. Everything will be white to match the old house.

City Engineer's Comments (DiFranco):

- Does this involve a lot consolidation? *Yes. My mother never put the lots together.*
- Is that in the process of being done? *It went through escrow last Friday. We got a phone call saying everything was done. As far as I know, everything is consolidated.*

(Smith) Did they do the drawings and file them?

(Wyss) Consolidation is one trip to County. *I went out there a second time to do that.* We will need documentation for the permit. I will go out tomorrow and get it.

Board Comments

(Hallum) Will the existing detached garage remain? *It is a man cave.*

(Lillich) It will be a nice improvement to the house. It's too bad she did not consolidate earlier. It would have saved her a lot of money.

MOTION: John Lillich moved to approve the plans for the Garage and Addition at 2834 Stark Dr. as presented.
Seconded by Mayor Weger
Voice Vote: Ayes Unanimous
Motion Passes: 6/0

PLANNING COMMISSION

Public Portion opened at 7:23 P.M.

No Public Input

Public Portion closed at 7:23 P.M.

1.) Mark Sivazlian and Fimy Sahaida

Contractor: Western Reserve Land Conservancy

37250 Chardon Rd. – Lot split & consolidation – PPN: 31A-2A-1 and 31A-1F-1-5

Plans reviewed by Building Department 7/26/16

Plans reviewed by Building Department 7/26/16

Present: Jeffrey Schifferman and Joe Leslie (both with Western Reserve Land Conservancy)

(Smith) Before we get started, we are going to go to the City Engineer for his review.

City Engineer's Comments (DiFranco):

- Memo dated 7/26/16/16 from City Engineer Petro DiFranco RE: 37250 Chardon Rd- Proposed Lot Split & Consolidation
- It is my understanding that they are in the process of acquiring the Sivazlian property and cleaning up a bunch of issues.
- 1st Issue would be to consolidate the portion east of the river. Their intent is to consolidate the entire portion east of the river so it can be sold off. They can explain it.
- In the future, they plan to return to vacate the road that crosses on the west side of the river. That is a little more complicated.

Owner/Representative Comments:

One of the parcels on that side of the river is actually attached to the large parcel under the river.

The purpose of this lot consolidation is to 'carve' that 7.8 acres off from the larger parcel and combine it with the parcel that is already over there. We are representing the family. They will keep that [Hunter's Woods portion] and market it.

Board Comments:

(Lillich) I spoke with the Building Commissioner about vacating the road, which will come later, but how can you give me assurances that they will actually move to vacate the road? I am thinking about the City's position here if vacating the road does not take place. *We have shared the preliminary drawings with staff already. They are being finalized now. I can show what we have so far. We have some challenges with that. Orienting on the map, the location of the house was shown. The road cuts in front of it and goes down alongside. Our plan is to get the portion east of the river consolidated, then come back for the road vacation. We need the road vacation done to actually split the house off. Step 2 is road vacation. Step 3 is to split off the house. Our preliminary drawing had it at 7 acres. It actually is 8 acres*

(Tyler) Will the driveway for the house move at all? *To move the driveway, we have the challenge with the Hillside Ordinance. We would prefer not to have to move the drive. We hope to work something out with what appears to be a Gentlemen's Agreement over time between neighbors that has not been memorialized. As we understand it, it was a mutual agreement between the two parties. Our next challenging step is how we can get it to the next step so we can officially use that property once the street is vacated. It is not our desire to move the driveway.*

(Lillich) That was an issue one time. The owner sold off several one acre lots along Rt. 6 with agreements and then changed her mind.

(Hallum) I just want to understand, the lot split, the part that is east-southeast of the river that is an island unto itself, there is no access to it once they split it, correct?

(Lillich) There is access through Hunter's Woods. *There is a long narrow strip*

(Lillich) It is marked in orange.

(Wyss) It goes through Hunter's Woods. Everyone has easements going through their property. The easement actually goes onto her property.

(Tyler) It sounds as though they are doing everything right.

MOTION: John Lillich moved to approve the Lot Split and Consolidation of the 8 acres at 37250 Chardon Rd. east of the river, the property connected with Hunter's Woods.
Seconded by Councilman Hallum
Voice Vote: Ayes Unanimous
Motion Passes: 6/0

UNFINISHED BUSINESS

None

NEW BUSINESS

None

MAYOR'S REPORT

There has been a lot of activity at Loehmann's Plaza and Baker's Square with people looking at the buildings. New owner will close the first week in September.

COUNCIL REPRESENTATIVE'S REPORT (Hallum)

Meeting of the Planning and Zoning Committee of Council was held on Monday, 8/1/16 with discussion about proposed vacant property ordinance. Existing vacant property ordinances from several cities were reviewed. They are suggesting an Ordinance that would require registration of foreclosed properties with details RE: Who has control of property; Who is doing the maintenance; and Updates when there are changes. Topics for future meetings planned.

BUILDING COMMISSIONER'S REPORT (Wyss)

Discussion of the proposed vacant property ordinance, the percentage of foreclosed properties, time frame with banks, importance of prompt notification for the Building Department and Fire Department.

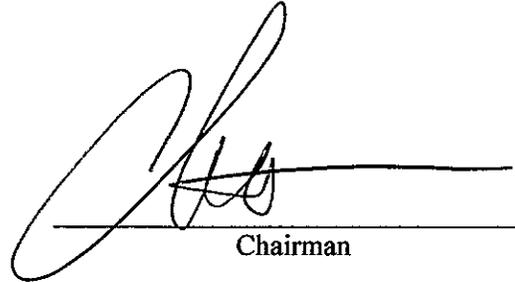
CHAIRMAN'S REPORT

None

MOTION: Christopher Hallum moved to adjourn
Seconded by John Lillich
Voice Vote: Ayes Unanimous
Motion Passes 6/0

Meeting Adjourned at 8:41 P.M.


Katherine Lloyd, Clerk


Chairman

Date Approved 9/1/2016
8/18/16 kd1