

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

**November 19, 2015**

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

**PRESENT:** Chairman Christopher Smith, Vice Chairman John Lillich,  
Mayor Robert Weger, Council Representative David Fiebig  
and Joseph Zawatski

**ABSENT:** Jonathon Irvine and Michael Tyler

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

**MOTION:** John Lillich moved to excuse the absence of Jonathon Irvine and Michael Tyler.  
Seconded by Mayor Weger  
Roll call: Ayes Unanimous  
**Motion passes 5/0.**

**Correspondence:**

- Memo dated 11/3/15 from Asst. City Engineer Kevin Trepal to PCABR RE: 2968 Rockefeller Rd.- Construction of New Single Family Home
- Memo dated 11/3/15 from Asst. City Engineer Dan Collins to PCABR RE: 27291-27301 Chardon Road- Lot Split and Consolidation Review.
- Memo dated 11/13/15 from Asst. City Engineer Dan Collins to PCABR and Great Lakes Resources RE: 27291-27301 Chardon Road- Lot Split and Consolidation Review.

**Disposition of Minutes**

**Meeting of October 15, 2015**

**MOTION:** David Fiebig moved to approve the Minutes of October 15, 2015 as submitted.  
Seconded by John Lillich  
Roll call: Ayes Unanimous  
**Motion passes 4 Ayes and 1 Abstention (Zawatski)**

**ARCHITECTURAL BOARD OF REVIEW**

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

No Public input

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

1.) Andrew Jindra

Contractor: Skoda Construction Inc.

**2968 Rockefeller – New Home – PPN 31-A-005-A-00-032-0**

Plans stamped received in Building Department 11/9/2015

Plans stamped reviewed by Building Department 11/4/2015

Present: Mike Skoda, Chris Skoda and Andrew Jindra

**Owner/Representative Comments:**

It is a single family home with a black Landmark shingle roof and American Legend flagstone color siding. The front grade will have dry stack suede colored ledgerstone capped with same product. Windows will be white vinyl Pella with interior muntins. All of the trim will be white.

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

None

**Board Comments**

(Smith) The colors are great and the white will accent the siding well

(Lillich) Normally, we ask that the stone be wrapped around the corner. But the piece around the corner is so narrow with the garage door that wrapping the stone would not be applicable.

(Smith) Wrapping gives 3-dimensionality but it is not necessary in this situation. The garage doors are panelized. There are interior moldings all around the house. Samples shown.

**MOTION:** John Lillich moved to approve the plans for the New Home at **2968 Rockefeller** as submitted.

Seconded by Joseph Zawatski

Voice Vote: Ayes Unanimous

**Motion Passes 5/0**

2.) Kevin & Amy Rottinghaus

Contractor: Patrick Cloonan Design Service

**2358 Pine Valley – In-Ground Pool - PPN 31-A-017-D-00-028-0**

Plans stamped received in Building Department 11/13/2015

Plans reviewed by Building Department 11/4/2015

Present: Patrick Cloonan (landscape architect) and Amy Rottinghaus (owner)

**Owner/Representative Comments:**

- Drawings were distributed to show before and after views.
- We are going for approval on the in-ground pool. We also have ledgerstone fireplace chimney going in. Stone will match the house. We will add a small 10x12 foot bathroom/changing room.

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

None

**Board Comments**

(Smith) This is a great project.

(Lillich)The plans are easy to understand.

(Wyss) Will the planter box on the back of the house be 3-dimensional? It is not shown on the plan. It will be 3-dimensional. It is landscaping on the house.

(Fiebig) Will the pool equipment pad be screened? *There is a large plant already screening view from the street.*

**MOTION:** David Fiebig moved to approve the plans for the In-Ground Pool at 2358 Pine Valley as submitted.

Seconded by Joseph Zawatski

Voice Vote: Ayes Unanimous

**Motion Passes 5/0**

**PLANNING COMMISSION**

**Public Portion opened at 7:12 P.M.**

None

**Public Portion closed at 7:12 P.M.**

1.) Brymma Willoughby Hills, LLC

Contractor: Jay Romer

**27301 Chardon Rd. – Lot Split & Consolidation – PPN 31-A-008-0-00-015-0**

Plans stamped received in Building Department 11/13/2015

Plans reviewed by Building Department 11/4/2015

Present: Kyle Hartung (Brymma Willoughby Hills)

**Owner/Representative Comments:**

We own Borelli Square across from the Giant Eagle. There are three parcels and two buildings. The Chase bank building straddles one of the parcel lines. One of the lot lines runs under the overhang of the bank. We want to simplify the situation and make two buildings with separate parcels and lot lines. We will also record an easement and access agreement for future access for utilities, parking, lawn maintenance, etc.

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

- We recommend approval. The easement will be provided so each parcel is independent for access and utilities.
- It is important to note that the parking setback and the building setback will be nonconforming. The canopy for the bank will be right next to the property line. The existing parking lot is shared between the buildings so there is no setback. We foresee no issue with that.

**Building Commissioner's Comments (Wyss):**

In my zoning review of the properties, I consulted with Mr. Cihula who suggested Section 1121.08. The provisions of 1121.08 should be implemented in whatever motion is made. It is nonconforming now. The Planning Commission could approve it because there is no way to make it any better.

**Board Comments**

(Lillich) This should have been done sooner.

(Smith) I agree with the Engineer and Building Commissioner. We are making the best of the existing situation. It is a responsible use of Section 1121.08.

**MOTION:** John Lillich moved to approve the plans for the Lot Split & Consolidation at 27301 Chardon Rd. as submitted taking into consideration Section 1121.08 of the Codified Ordinance.

Seconded by Joseph Zawatski

Voice Vote: Ayes Unanimous

**Motion Passes 5/0**

**Additional Discussion:**

(DiFranco) We need the Mylar for signatures by the City Engineer and the PCABR Chairman. We need one for the county and one for the court. *(Hartung) I will follow up with my partners and have that sent over to you.*

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

None

**MAYOR'S REPORT**

None

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

None

**BUILDING COMMISSIONER'S REPORT**

The business 'Pizzaly' has changed hands to the owner's partner. The sign will be changed with the new name, Woodfired Pizzas, and new color. It will be all black and white. He will have a wood fired grill behind the building. The only change is that he will be cooking pizzas outside rather than inside the building. The Health Inspector informed the owner that it had to be approved by the City Zoning Inspector. I would approve it as a Minor Alteration. Before the zoning certificate is issued, I will ask him to fire it up and verify that the neighbor behind him has no complaints.

(Lillich) The pizza oven has been sitting there for some time.

(Weger) The oven was out the side window, not the back.

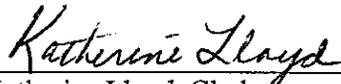
(Wyss) The Health Department wants him to put up a portable tent to get to the oven.

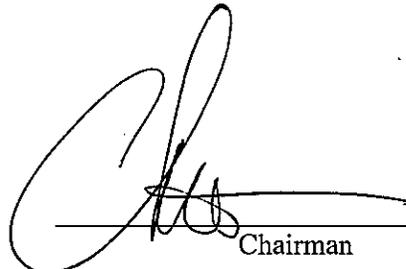
**CHAIRMAN'S REPORT**

Our board member, Michael Tyler will be playing at the Racino with an 80's band  
He will also be on Fox 8 tomorrow morning.

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

**Meeting Adjourned at 7:24 P.M.**

  
Katherine Lloyd, Clerk

  
Chairman

Date Approved 1/21/2014