

MINUTES
Board of Building & Zoning Appeals
City of Willoughby Hills, Ohio

January 13, 2015

CALL TO ORDER:8:10 pm

Robert Bartolotta was sworn in by Mayor Robert Weger for another five-year term ending in 2019.

Roll Call:

PRESENT: Chairman Frank Cihula, Vice Chairman John Klements, Robert Bartolotta and Mark Kotoch
ABSENT: Ron Caporossi
ALSO PRESENT: Mayor Robert Weger and Clerk, Katherine Lloyd

Mr. Caporossi advised the Chairman that he would be out of town this evening.

MOTION: John Klements moved to excuse Ron Caporossi from tonight's meeting.
Seconded by Mark Kotoch
Voice vote: Ayes unanimous.
Motion passes 4/0.

2015 ORGANIZATION

Nominations opened for Chairman of the Board

Mark Kotoch nominated Frank Cihula for Chairman of the Board of Building and Zoning Appeals for the year 2015. Frank Cihula accepted.

Chairman Cihula asked three times for additional nominations.

Nominations were closed.

Roll call: 3 Ayes and 1 Abstention (Cihula).

BZA Chairman for 2015: Frank Cihula

Nominations opened for Vice-Chairman of the Board

Mark Kotoch nominated John Klements for Vice-Chairman of the Board of Building and Zoning Appeals for the year 2015. John Klements accepted.

Chairman Cihula asked three times for additional nominations.

Nominations were closed.

Roll call: Ayes unanimous.

BZA Vice-Chairman for 2015: John Klements

MOTION: John Klements moved to appoint Katherine Lloyd as BZA Clerk.

Seconded by Mark Kotoch

Roll call: Ayes unanimous.

Motion passes 4/0.

BZA Clerk for 2015: Katherine Lloyd

Appointment of BZA Representative to Planning Commission and Architectural Board of Review

MOTION: Mark Kotoch moved that Frank Cihula be the BZA representative to the Planning Commission and Architectural Board of Review.

Seconded by John Klements.

Roll call: Ayes unanimous.

Motion passes 4/0.

BZA representative to the Planning Commission & Architectural Board of Review: Frank Cihula

DISPOSITION OF MINUTES OF December 9, 2014

Per discussion, a sentence on page 2, "Removal of the entire shed and putting the trailers into the new larger structure would improve the property appearance", will be removed..

MOTION: Mark Kotoch moved that the Board amend the Minutes of December 9, 2014 as discussed.
Seconded by John Klements.
Roll call: Ayes unanimous.
Motion passes 4/0.

MOTION: Mark Kotoch moved that the Board approve the Minutes of December 9, 2014 as amended.
Seconded by John Klements.
Roll call: Ayes unanimous.
Motion passes 4/0.

CORRESPONDENCE

12/10/14 Letters to Michael R. Makarich and Michael Makarich, Jr. RE: 2581 River Rd - Case 2014-7
12/31/14 Email to The News Herald RE: Notice of 1-13-15 meeting
12/31/14 E-mail to Willoughby Hills Communications for posting on website and WHTV
1/6/15 Email from Gloria Majeski RE: Revised City Roster and City Hall Roster, updated 1/6/15
Index of Appeals 2014, draft version
2015 BZA meeting and deadline dates

No appeals were received to be heard.

UNFINISHED BUSINESS

None

NEW BUSINESS

Copies of the 2014 Index of Appeals were distributed to the Board. It will be added to the Master Index of Appeals, which is a 60+ page Word Document, fully searchable. The Building Commissioner has a copy for his use.

CHAIRMAN'S COMMENTS

- There are no appeals pending. Deadline for appeals for the February meeting is Tuesday, 1/20/15.
- Charlotte Schryer, Chairman of the PCABR announced at their December meeting that she would step down as chairman at the January Organizational Meeting.

PUBLIC PORTION opened at 8:24 pm

No public in attendance.

Public portion closed at 8:24 pm.

MOTION: Mark Kotoch moved to adjourn; seconded by Bob Bartolotta
Voice vote: Ayes unanimous.
Motion passes 4/0

Meeting adjourned at 8:25 pm

Note that it is the policy of the Board to make site visits to guide them in making their decisions.

Note that BZA meetings are recorded and recordings are considered a public record.

All decisions of the Board of Building and Zoning Appeals are final within the City of Willoughby Hills. Any interested party may appeal the Board's decision to the Court of Common Pleas of Lake County, as provided for by Ohio Law.


Clerk


Chairman

2/10/15 kdl

Date Approved: 4-14-2015