

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

January 14, 2014

CALL TO ORDER: 8::11 pm
PRESENT: Chairman, Frank Cihula; Vice Chairman, John Klements
Robert Bartolotta, Mark Kotoch
Clerk, Joan Motuza
ABSENT: Ron Caporossi

Prior to the meeting Ron Caporossi accepted reappointment to a five-year term ending in 2018.

MOTION: John Klements moved to excuse the absence of Ron Caporossi.
Seconded by Mark Kotoch
Roll call: Ayes unanimous

2014 ORGANIZATION

Nominations opened for Chairman of the Board

John Klements nominated Frank Cihula for Chairman of the Board of Building and Zoning Appeals for the year 2014. Frank Cihula accepted.

Chairman Cihula asked three times for additional nominations.

Nominations were closed.

Roll call: Ayes with one abstention (Cihula)

2014 Chairman: 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 2014. John Klements accepted.

Chairman Cihula asked three times for additional nominations.

Nominations were closed.

Roll call: Ayes with one abstention (Klements)

2014 Vice-Chairman: John Klements

MOTION: John Klements moved to appoint Joan Motuza as BZA Clerk.
Seconded by Mark Kotoch
Roll call: Ayes unanimous.
Motion passes 4/0.

BZA Clerk: Joan Motuza

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 NOVEMBER 12, 2013

MOTION: Mark Kotoch moved that the Board approve the minutes as submitted.
Seconded by Bob Bartolotta
Roll call: Ayes unanimous.
Motion passes 4/0.

CORRESPONDENCE

E-mail 1/8/14 To The News Herald – Notice of 1-14-14 meeting
E-mail 1/8/14 To CH Communications for posting on website and WHTV
E-mail 1/9/14 Notice that Ray Somich Chair of the Finance Committee of Council call a Finance
Committee meeting in Council Chambers at 7:30 pm on 1-14-14.
2014 BZA meeting and deadline dates

CASE 2014-1

David Vaccariello
34940 Eddy Road

requests a variance to construct a 2 story, 740 sq. ft. addition to an existing house with a west side setback of 6' 10", the same as an existing detached garage which will be demolished. The addition will maintain the existing east side setback of 5'5". Section 1133.04(a)(7), Schedule 1133.04(a)(7)(b) of the Codified Ordinances requires 15' minimum side setback (each side).

Notice was mailed to property owners within 500 feet of said property. Legal notice was advertised in The News-Herald on 1-4-14. Drawings were available for review in the lobby of City Hall.

Drawing reference: Site plan stamped received in the Willoughby Hills Building Department 12-16-13. This drawing does not indicate other structures on the property or structures on adjacent property. Chairman Cihula, stated for the record. that these structures should be indicated on the drawings.

PRESENT: David Vaccariello; Harvey Ofer, Architect

Stated reason for variance request:

The home was built in 1940. He would like to update and add space to the house with an addition. Attached to this addition would be a new garage. The addition will have a basement – the current structure does not. There currently is a detached garage in the rear with a wooden floor which he uses as a storage shed. The property is angular, 67' wide. The house is parallel to the road. There was discussion regarding the septic system which is located in the rear, especially how he expects to maintain the system. The Board suggested the possibility of installing overhead doors both in front and rear of garage.

Public Portion

No public input.

Mr. Vaccariello presented letters from his neighbors in support of his request.

Public portion closed.

The Board brought to Mr. Vaccariello's attention that once a variance is given it can not exceed dimensions given. Mr. Vaccariello was asked how certain he was that the dimensions on the drawing he provided were accurate. After discussion with his architect he determined that he would like to get a certified survey prior to proceeding with his request and asked that Case 2014-1 be postponed until the February 11, 2014 meeting of the BZA.

MOTION: Mark Kotoch moved that the Board table Case 2014-1 until February 11, 2014, at the appellant's request. Seconded by John Klements
Roll call: Ayes unanimous
Motion passes 4/0..

Chairman Cihula advised Mr. Vaccariello to work through the Building Department and also requested that he keep him advised on the status of his plans.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

CHAIRMAN'S COMMENTS

Thank you to the Board for vote of confidence.

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

Meeting adjourned at 9:12 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.

Katherine Lloyd
Clerk
for Joan Motuza

Frank J. Cihula
Chairman

Date Approved: 2-11-2014