



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



**Agenda**

**November 7, 2013**

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

Roll Call: Chairman Charlotte Schryer, Vice Chairman John Lillich, Mayor Robert Weger,  
Council Representative David Fiebig, Madeleine Smith, John Davis and Joseph Zawatski

Clerk: Katherine Lloyd

**Correspondence:**

- Records Retention Schedule (RC2) received from Willoughby Hills Building Commissioner on November 4, 2013.
- Memo dated Oct 22, 2013 from Gloria Majeski to Departments with an RC2 on File with the Ohio Historical Society.
- Letter dated October 31, 2013 from Willoughby Hills Board of Zoning and Appeals Re: Case No. 2013-4 Variance for 34330 Rosewood Trail

**Disposition of Minutes** Meeting of October 3 2013

**ARCHITECTURAL BOARD OF REVIEW**

**Public Portion**

1. Bryan and Trisha Butera  
Contractor: Schumacher Homes  
**29159 Chardon Rd – New Home - 31-A-008-E-00-026-0**  
Plans stamped received by Building Department 10-21-13  
Plans reviewed by Building Department 10-21-13  
Plans reviewed by City Engineer

**PLANNING COMMISSION**

**Public Portion**

1. Elizabeth A. Ruff, Trustee  
Contractor: N/A  
**32701 White Rd. – Lot Split- 31-A-005-C-00-031-0**  
Plans stamped received by Building Department 9-3-13  
Plans reviewed by Building Department 10-3-13  
Plans received by City Engineer 10-3-13  
Plans reviewed by City Engineer 10-9-13

**Unfinished Business**

**New Business**

**Mayor's Report**

**Council Representative's Report**

**Building Commissioner's Report**

**Chairman's Report**

**Adjournment**