

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

**October 4, 2012**

**CALL TO ORDER:** 7:02 pm

**PRESENT:** Chairman, Charlotte Schryer; Vice Chairman, John Lillich;  
Council Representative, David Fiebig; Madeleine Smith, John Davis

**ABSENT:** Mayor Robert Weger and James Michalski

**ALSO PRESENT:** City Architect, Bill Gallagher  
Building Commissioner, Fred Wyss  
BZA Representative, Frank Cihula  
Acting Clerk, Joan Motuza

**MOTION:** David Fiebig moved to excuse Mayor Robert Weger.  
Seconded by Madeleine Smith  
Roll call: Ayes Unanimous  
**Motion Passes 5/0.**

**MOTION:** John Lillich moved to excuse James Michalski.  
Seconded by David Fiebig  
Roll call: Ayes Unanimous  
**Motion Passes 5/0.**

**Correspondence**

None.

**Disposition of Minutes** Meeting of August 16, 2012

**MOTION:** John Lillich moved to approve the minutes of the August 16, 2012 meeting as submitted.  
Seconded by David Fiebig  
Roll call: Ayes Unanimous  
**Motion Passes 5/0.**

**ARCHITECTURAL BOARD OF REVIEW**

Public Portion opened 7:05 pm

None

Public Portion closed 7:05 pm.

1. Ron Tiedman

Contractor: Green Shamrock Construction

**2376 Pine Valley – In-Ground Pool & Pool House – PPN: 31-A-017-D-00-010-0**

Plans stamped received by Building Department 9-21-12

Plans reviewed by Building Department 9-21-12

New Plans with electrical information received 9/27/12

Present: Kevin Foley, Green Shamrock Construction – Sam Travarca, Signature Pools

**Owner/Representative Comments:**

Scope of project is an in ground pool, an ancillary storage and recreational building with fencing around the pool. All materials will match the house which is currently under construction – gray vinyl siding as well as gray shake. Pool will be surrounded by an aluminum 3 rail fence with alternate spears – Model 3132.

**City Architect's Comments:**

In response to questions contractor stated:

- This area will match the style of the house in the components of the construction. Roof lines are similar. Building is designed to be a storage structure and covered bar area.
- Vinyl shake will be underneath all overhang areas. Shake will be on the front and right side elevations. It will also be in the gable end.
- Pool equipment will be behind the house. Architect Gallagher requested that equipment be hidden from view. Mr. Foley stated that this will be done with landscaping.
- Fencing – Aluminum black standard. They agreed to Architect Gallagher's request to move the fence to enclose pool area.

**MOTION:** John Lillich moved to approve the plans as represented verbally at this meeting, requesting that when obtaining the permit at least one set of updated plans for the Building Commissioner be provided showing where the shakes will be located and the exact location as to where the fence is going to intersect the building.  
Seconded by Madeleine Smith  
Roll call: Ayes Unanimous  
**Motion Passes 5/0.**

2. Mike & Vicki Levan

Contractor: Chadwick Homes/Charles A. Pengal, Inc.

**2379 Pine Valley – Single Dwelling – PPN: 31-A-017-D-00-009-0**

Plans stamped received by Building Department 9-24-12

Plans stamped reviewed by Building Department 9-24-12

Plans received by CT Consultants 9-12-12

Plans approved by CT Consultants 9-27-12

Present: Chad Pengal, Chadwick Homes  
Michael and Vicki Levan

**Owner/Representative Comments:**

Two story home, 3 bedrooms, front porch, 3 car garage, external unenclosed rear porch. Home is approximately 3000 sq. ft.

Color scheme: Stone – Sangria, granite siding, Peaks #828 variegated color shake in D-5 Dutchby design, shutters – vinyl plank #19 gray, overhead door #5283 white

**City Architect's Comments:**

Architect Gallagher noted that the plans indicate that the muttons are optional. He advised that the City prefers that they use them. He also would like the ridge line extended to the end. The builder stated that they are going to use vinyl, making the structure as maintenance free as possible.

**Board Comments:**

Lake County Soil and Water approval has been received.

**MOTION:** David Fiebig moved to approve the plans as submitted for 2379 Pine Valley Drive.  
Seconded by John Lillich.  
Roll call: Ayes Unanimous  
**Motion Passes 5/0.**

Architect Gallagher was excused at 7:30 pm

**PLANNING COMMISSION**

**Public Portion opened at 8:32 pm**

None

**Public Portion closed at 8:32 pm**

The following hearing has been postponed:

1. Maple Valley Estates, LLC  
Contractor: N/A

**36470 Maple Grove Road - Single Family Residential Subdivision – PPN: 31-A-012-E-00-001-0**

Hearing of Maple Valley subdivision is postponed to next meeting pending review of updated plans submitted to the City Engineer on September 24, 2012. Due to the late submittal by the applicant of the latest engineering plans, a review by the Planning Commission is not feasible at this time.

At the Preliminary Review the Planning Commission recommended removal of "Block A" from the plans submitted at that time. This non-compliant parcel remains as part of the updated subdivision plans.

**WORK SESSION**

Chairman Shryer defined a work session as follows:

- There is no voting during a work session.
- Comment indicating additional upgrades that can be included.
- Comment indicating that project could go forward with preparation of preliminary plan.
- Comments are provided to indicate whether or not the idea is feasible or acceptable.
- The applicant should not take any information as fact.

1. Terrence Chubb / Sandy Essick

Contractor: Chubb Construction, Inc.

**29007 Chardon Rd – Pavilion Dining & Walkway – PPN: 31-A-008-B-00-037-0**

Plans stamped received by Building Department 9-25-12

Present: Terrence Chubb

Building Commissioner Wyse provided the following information:

Terry Chubb and Sandy Essick have been working with the Building Department for approximately 1-1/2 years. They lost their lessee who operated the Clubhouse Bar and owned the liquor license. They own the building but could not reopen without a liquor license. Mr. Chubb has since secured the liquor license. As this took a number of months, the City, working with the Law Director and Mayor, extended the Code regarding a business closing that was not compliant with the zoning area. The business has reopened under a new management group. Through this 1-1/2 year process, Mr. Chubb has worked with the Building Commissioner significantly upgrading the property. Mr. Chubb has come forward tonight asking that we consider a covered pavilion dining and a covered walkway for the now named Local Tavern Restaurant.

Commissioner Wyse has suggested that this be considered a complete redevelopment plan taking into consideration all of the changes that have been made to the building to date. If the Planning Commission does not consider this a complete redevelopment a zoning variance would be required. Adjacent commercial property is now managed by the Cleveland Clinic. Proposed pavilion is approximately 55' from the building next door with a 25' setback from the side yard.

**Applicant's Comments:**

Paul Kopp is their architect. Patio bar was approved in 2001. Currently patios are being changed to covered pavilion areas. He is not looking to increase seating size – only cover existing area to extend their season. They also need a covered walkway for access to existing patio bar if it is converted into a pavilion. New structure will be matched to existing structure.

**Commission's Comments**

They are looking forward to seeing a preliminary plan. Building Commissioner Wyse stated that the preliminary plan should indicate all changes that have been done over the years. Signage should be indicated on the elevations. However, the sign company will be required to appear for signage approval.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

None

**MAYOR'S REPORT**

None

**COUNCIL REPRESENTATIVE'S REPORT**

Planning and Zoning Committee of Council met at the request of Councilman Germano to review our fence ordinance for a specific issue regarding maintenance. No action has been taken.

**BUILDING COMMISSIONER'S REPORT**

The Planning Commission is bound by Charter to review the zoning code every 5 years.

**CHAIRMAN'S REPORT**

None

**MEMBER'S REPORT:**

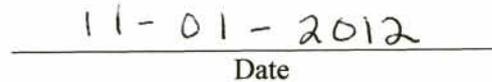
None

**MOTION:** John Lillich moved to adjourn.  
Seconded by Madeleine Smith  
Voice Vote: Ayes Unanimous  
**Motion Passes 5/0.**

Adjourned at 8:05 pm.

  
Clerk

  
Chairman

  
Date

jdm/10/15/12