

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

March 7, 2013

CALL TO ORDER: 7:05 pm

PRESENT: Chairman Charlotte Schryer, Vice Chairman John Lillich, Mayor Robert Weger,
Council Representative David Fiebig and John Davis

ABSENT: Madeleine Smith

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

MOTION: John Lillich moved to excuse the absence of Madeleine Smith for tonight's meeting.
Seconded by John Davis
Voice Vote: Ayes Unanimous
Motion Passes 5/0

Disposition of Minutes – Meeting of February 21, 2013

MOTION: John Lillich moved to approve the Minutes of February 21, 2013 as presented.
Seconded by Mayor Weger
Roll call: 4 Ayes and 1 Abstention (Fiebig)
Motion Passes 4/0

ARCHITECTURAL BOARD OF REVIEW

Public Portion opened at 7:07 pm.

No public input.

Public Portion closed at 7:07 pm.

1. Terry Chubb & Sandy Essick
Contractor: Chubb Construction, Inc.
29007 Chardon Rd. – Pavilion Dining & Walkway & Sign - PPN: 31-A-008-B-00-037-0
Plans stamped received by Building Department 2-25-13
Plans reviewed by Building Department 2-25-13

Present: Terrence Chubb & Tim Roush (owner of business)

(Schryer) They are here for final approval. We do it in two parts. We will do the architecture of the building and sign at this time under Architectural Board of Review. The site plan will be reviewed during Planning Commission.

Owner/Representative Comments:

- We have made no changes in the plans since last meeting. Several items in Section D were questioned by the City Architect because they had been mislabeled. Those have been corrected.

- There was a question about how the pavilion would be lighted. There will be fans with lights that can be dimmed. Most of the interior would be lit by ambient light, outdoor lighting and landscape lighting. No bright lights are planned under the pavilion. Those show on the prints.
- Tim Roush was introduced to discuss plans for signs.
- Drawing of the green letters for the sign over the front door of building was shown. They will be backlit like a stained glass window.
- The front sign will be mounted between the two dormers over the door. That sign will have backlit letters on a raceway. Logo is taken from the original logo. The word 'Local' will have the green stained glass look. The word 'Tavern' will be white.
- There will be a sign on the side with clear, backlit letters (sample shown). Solid blocking shows just the letters. They will not yellow. Message can be changed out from the ground to reflect community or patron events and chef specials. No promotion of programs intended.
- Drawings show the architectural elements on either side of the side sign will hide the roof mechanicals. There is a temporary sign on the roof now placed to hide the mechanicals. Other attempts to hide them have been unsuccessful.

(Schryer) We have a drawing with dimensions for the front sign but no dimensions for the side sign.

(Wyss) The lettered sign on the side is 18 inches x 12 foot wide. The Local Tavern sign on the front is 3 x 12 foot. Both signs will total 54 square feet. The building is 60 feet which allows for the sizes of both signs. This is a simple computation of the letter size.

- It is a corner lot. We were allowed to put a sign on Orchard and a sign on Chardon. We decided that it would look better with the sign between the dormers.

Board Comments:

No questions on the building.

(Lillich) Will the channel be the full height of the letters on the Local Tavern sign? The letters will be larger than the raceway so they look like they are floating.

(Schryer) There are no dimensions for this. *They did originally but I made many changes. Took get the engineered mounts from the company, I needed to move ahead with the contract. Want to get it approved first.*

(Wyss) We will confirm the dimensions before a permit is issued.

(Schryer) With regard to the lettered sign on the side, less is better. Drivers can't read more than a few words as they approach the building.

(Lillich) I like that the sign will hide the mechanicals but it might look better as a monument sign. *The parking lot and space in the front would make a monument sign very difficult.*

(Lillich) Will the signs in the windows stay? *If it looks too cluttered once the roof signs go us, the window signs would probably come down.*

(Davis) You want a place that draws people in by its look and aesthetics. The façade of the building creates a first impression. *In the marquis market, this is one of the nicest signs you can get. It is the one that will best serve the need to hide mechanicals*

(Lillich) The front sign looks good. The design of the side sign still has a temporary look even though it is good quality. How often do you plan to change the message of the side sign? *We will change it as needed for community or patron events and chef specials.*

(Davis) You have a good business. I think you have the sensibility to do the signs well to enhance your business. Are the posts flush with the front of the building? *They are set back about one foot. It is not mounted off the front of the building.*

(Wyss) Is it perpendicular to the sign? Are you trying to show two wings that go back? *That is our intent. The plan needs more design.*

(Lillich) What color will the posts be? *The two wing walls will match the color of the building trim*

The finials may be black to tie things together. Dimensions are wrong in the drawing. I will guarantee that the Board will be satisfied with what we design with the sign company.

(Fiebig) You fit within the Zoning Code.

(Lillich) The Building Commissioner needs the final drawings

(Davis) Does the roof bevel down? *It is a shed roof that slopes as you look at the building. The current temporary sign is leveled off and close to the top of the roof. There is no problem with snow build up or damming water. Everything pitches to the gutters on the side. The drawing is not an accurate depiction. We were trying to present the square footage, design and aesthetics. It would better to bring the sign down closer to the roof.*

Davis) If you could incorporate the sign into the façade and trim, it would not look like a temporary banner, and it would still block the mechanicals. *The design needs a lot of work. If we followed this suggestion, would we still be within the square footage requirements.*

(Wyss) The box is part of the sign.

(Schryer) We can approve the architecture of the building and the main sign. The side sign will need to be re-drawn and come back for review. We cannot approve a design which will be totally changed.

MOTION: John Lillich moved to approve the architecture and planning for the Pavilion Dining & Covered Walkway at 29007 Chardon Rd as presented.
Seconded by Mayor Weger
Voice Vote: Ayes Unanimous
Motion Passes 5/0

MOTION: John Lillich moved to approve the plans for Sign that states “Local Tavern” at 29007 Chardon Rd pending receipt of the dimensions and drawing by the Building Commissioner.
Seconded by Mayor Weger

Discussion:

(Fiebig) Are the dimensions of the ‘Local Tavern’ sign changing?

(Schryer) No, we have nothing in writing. We cannot approve something that we do not have.

(Chubb) When we get the dimensions of ‘Local Tavern’, then we will be restricted on the dimensions for the side sign on the roof.

(Wyss) You are restricted to the total of the two signs. At this time, you have 6-square feet of leeway based on the estimation for the ‘Tavern’ sign. I still need to issue the Zoning Permit so that you can then go for the Building Permit. *We will get that.*

(Roush) When we get the side sign approved, I will pull the beer signs out of the windows.

(Fiebig) Can we approve this without a condition as long as it fits within 12-foot x 18-inches?

(Schryer) We need the documentation. They come back for the side sign sign.

Voice Vote: Ayes Unanimous
Motion Passes 5/0

PLANNING COMMISSION

Public Portion opened at 7:43 pm.

Frank Cihula, Dixon Rd.

APA Conference will be Sept. 25-27, 2013 at the Cleveland Convention Center. The Zoning Workshop will be Friday, September 27th

Public Portion closed at 7:44 pm.

1. Terry Chubb & Sandy Essick

Contractor: Chubb Construction, Inc.

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

Plans stamped received by Building Department 2-25-13

Plans reviewed by Building Department 2-25-13

Present: Terry Chubb & Tim Roush

(Wyss) We are reviewing an Equivalency Provision on the setback of the covered Pavilion. I have discussed the parking with the City Engineer. There are drainage issues in this intersection which may be under review in the coming months. There are catch basins in question with the back parking lot area. We should address some of the infrastructure issues before approval and permanent paving of the parking lot. The City Engineer will speak to that.

City Engineer's Comments (DiFranco):

- This site slopes toward Orchard? *Yes*
- Will the downspouts on the pavilion be connected underground or have splash blocks. *The pavilion gutters will splash onto existing concrete. All the drainage from the back pavilion moves down to the catch basin. There is gravel drainage along the fence. We could landscape along the fence to capture water before it gets to the parking lot or street. We already did that in the front. It is not on the drawing yet.*
- We want to be certain that the new downspouts are aimed toward Orchard and away from the neighbors. *They will be.*
- Adding landscaping near the pavilion to receive the water is a great idea. *We already excavated years ago along the perimeter of the fence and put gravel and then large river stone under the fence area. We can add landscaping to trap the water.*
- What is your intent along the north property line? *It already has a drainage line leftover from when it was a well-drained volleyball court area. That line connects to a drainage pipe that runs along the perimeter. When the parking lot is re-done, that area will be excavated, drain tile will be installed. It is currently gravel. When it is asphalted, it will be raised and pitched or curbed and valleyed to prevent water running across the parking lot. Pitching and landscape would be better than obstruction with the snowplows. Our neighbor gets flooded but the water comes from the cemetery and other areas.*
- You would not need the wheel stops if you had a concrete curb. *A curb would be a concern with trucks that back in. We don't want vehicles hitting the neighbor's fence.*
- I would need an exact grading plan & survey to be certain that everything would flow toward the catch basin and not go off site. If you do a 6-inch poured concrete curb with cuts that flow to the catch basin, I would not need a survey. A curb would be easier and may be less expensive. *We would be concerned about the vehicles using the curb as their 'stop' which would have them too close to the end of property and the fence. You could do the curb and the 'stops'.*

(Chubb) The catch basin at the corner will be one of the major changes planned for the intersection? The catch basin seems high and it only has a 6-inch pipe. *We do not have anything planned for one or two years. We could pour a curb. It is drawn as a curb but shows that is flush with the asphalt. I think it should be a 6-inch curb with openings to let drainage in.*

- The landscaped areas should be depressed so they will retain stormwater. *We have them. The small plantings are mounded up so they are not damaged by excess water. How deep is it? About 12-inches. It is flush with the surface. If you send all the water in, the plantings would be washed*

out. Perhaps we can wait on the depressed area until the City excavates? They would be dug out then?

- Does the building have down spouts? *Yes, and splash blocks.*

Board Comments:

(Schryer) Mr. Chubb needs to update the current plans with notes on exactly what he plans to do for the Building Commissioner and City Engineer, rather than getting a new set of plans?

(Chubb) Can we make notes on the plan that was just for the parking lot? (Wyss) *Yes.*

(Lillich) I would be willing to approve this pending final drain review by the City Engineer.

(Schryer) We have covered many points tonight. We need everything in writing.

(Wyss) We need the parking plan with the notes discussed tonight.

(Schryer) Two things are needed in the motion: that it meets 1111.15 and that the driveway meets code and approval of the City Engineer.

MOTION: John Lillich moved to approve the site plan for the Pavilion Dining & Covered Walkway at 29007 Chardon Rd pending final drainage review of the driveway and parking area final plans by the City Engineer. Approval of the setback of the covered Pavilion is granted under the Equivalency Provision 1111.15 in the Codified Zoning Code of Willoughby Hills
Seconded by David Fiebig
Voice Vote: Ayes Unanimous
Motion Passes 5/0

[Note to Motion: See the Preliminary Review of the Chubb-Essick application at the November 1, 2012 meeting of the Planning and Zoning Commission for additional discussion of the Equivalency Provision.]

Additional Discussion:

(Davis) Would it affect the square footage of the sign [marquis] if they were to extend the superficial wall that the sign is on?

(Lillich) You are suggesting a parapet. The sign is attached to the parapet.

(Wyss) The blacked-in part would be part of the parapet. The sign is still just a sign.

UNFINISHED BUSINESS

Chairman Schryer reported that the review and update of the Zoning Code has not been brought up to allow the Engineer time to work with the current code.

NEW BUSINESS

None

MAYOR'S REPORT

None

COUNCIL REPRESENTATIVE'S REPORT

There was an Airport meeting as part of their environment assessment review. It was attended by the Mayor and all of Council who stated their positions. Those positions were well received. Their Alternate 23 keeps the airport at the same dimensions and does not move roadways. This is part of the process. The next hearing will be in the Fall, 2013.

Mr. Fiebig has been appointed as Trustee for the Chagrin Valley Watershed Partners. He is replacing Billie Kamis who was one of the founding members. Recognition is being planned for her at the next Council meeting.

He reminded the Board about the Art Gallery opening tomorrow night, Friday, March 8th.

There are two more Pancake Breakfasts on the next two Sundays.

BUILDING COMMISSIONER'S REPORT

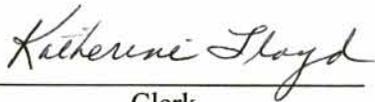
None

CHAIRMAN'S REPORT

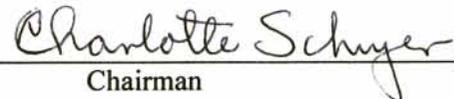
None

MOTION: John Lillich moved to adjourn.
Seconded by Mayor Weger
Voice Vote: Ayes Unanimous
Motion Passes 5/0

Adjourned at 8:06 pm.



Clerk



Chairman

Date Approved March 21, 2013