

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

**July 16, 2015**

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

**PRESENT:** Vice Chairman John Lillich, Mayor Robert Weger,  
Council Representative David Fiebig, Joseph Zawatski and Michael Tyler

**ABSENT:** Chairman Christopher Smith and Jonathon Irvine.

**ALSO PRESENT:** Building Commissioner Fred Wyss, BZA Rep Frank Cihula  
and Clerk Katherine Lloyd

**MOTION:** David Fiebig moved to excuse Christopher Smith and Jonathon Irvine from tonight's meeting.  
Seconded by Michael Tyler  
Roll call: Ayes Unanimous  
**Motion passes 5/0.**

**Correspondence:**

None

**Disposition of Minutes**

**Meeting of June 18, 2015**

**MOTION:** David Fiebig moved to approve the Minutes of June 18, 2015 as presented.  
Seconded by Joseph Zawatski  
Roll call: Ayes Unanimous  
**Motion passes 5/0.**

**ARCHITECTURAL BOARD OF REVIEW**

**Public Portion opened at 7:02 P.M.**

No Public input

**Public Portion closed at 7:02 P.M.**

1.) William C. Neely

Contractor: Cleary Buildings

**35880 Chardon Rd – Garage – PPN 31-A-011-SA-02-030-0**

Plans stamped received in Building Department 6/16/2015

Plans reviewed by Building Department 6/29/2015

Present: William and Patricia Neely

**Owner/Representative Comments:**

- I want to put up a 30x42 foot pole barn to keep equipment under cover.
- It will be red to match the red brick house and red shed, but I will be taking the shed down.
- Sample colors shown.
- 

**City Engineer's Comments (DiFranco):**

None

**Board Comments**

(Lillich) The garage has no overhangs all the way around or any ridge venting. *I will put the vents in after it is done to save the builder cost.* Normally, we ask for a 6-inch overhang, including the gable ends. It gives a more finished, professional look and provides additional protection. *I could put gutters on.* But we are also concerned about the gable ends. *They had 30-foot trusses on hand. It would cost extra to make a change.* Our focus is on the architectural product. Someone would need to extend the end of the trusses and the ridge to put the overhangs on.

(Zawatski) It is standard practice. We ask it of everyone.

(Fiebig) Because of the location so deep in the back, I would not be a stickler for that. But gutters would be good for preservation of the wood and gutter board. I have a question about the three 10x12 doors. The illustration shows them as steel, uninsulated, white slats? *Yes.* Do you have electric out there? *No.* It is like an oversized shed? *Yes, it is just for storage.*

(Lillich) You can put vents on the gable ends but that is not the same as putting vents under a 6-inch eave. That would give better ventilation down lower than just in the roof or gable ends. Overhangs are our policy. We normally ask for panelized door but because you are so far back, plain doors would not be a problem.

(Lillich) It says 'light stone' above the doorways. Is that the color? *Yes.* It looks like it will be a functional utility building.

**MOTION:** Joseph Zawatski moved to approve the plans for the Garage 35880 at Chardon Rd as submitted with the addition of venting and the 6-inch overhang all the way around on all elevations.

Seconded by David Fiebig

Voice Vote: Ayes Unanimous

**Motion Passes 5/0**

2.) Ernest W. Zienka

Agent: Ernest W. Zienka

**2816 S.O.M. Center Rd. – Pole Barn – PPN 31-A-006-F-00-009-0**

Plans stamped received in Building Department 6-26/2015

Plans stamped reviewed by Building Department 7/1/2015

Present: Ernest W. Zienka

**Owner/Representative Comments:**

- I need the pole barn for storage. I have been planning this for a long time.
- It will have Norandex Sierra color shake siding. The trim will be the same color. The roof on the house was just redone with Landmark shake roof. The pole barn and the shed in the back will both be done with the same shingles.
- We intend a double door with the nine lights on the porch but we will wait to order it.
- Garage door will be 16x8 foot.
- Samples and photo as well as a photo of the back of the house were shown

(Wyss) There are two elevations in the packet were reviewed for Code purposes. The taller one came in last week. He is doing the lower design

**City Engineer's Comments (DiFranco):**

None

**Board Comments**

(Lillich) You show a 5x8 foot man door on the side. *That's on the porch.*

(Tyler) I like your choices.

**MOTION:** Joseph Zawatski moved to approve the Pole Barn at 2816 S.O.M. Center Rd as presented.  
Seconded by Michael Tyler  
Voice Vote: Ayes Unanimous  
**Motion Passes 5/0**

3.) Karen Abounader

Contractor: Legacy Pools LTD (dba) Paradise Pools

**2368 Pine Valley – In-ground Pool – PPN 31-A-017-D-00-030-0**

Plans stamped received in Building Department 6/22/2015

Plans stamped reviewed by Building Department 7/1/2015

Present: Bob Thompson and Wayne Berardinelli

**Owner/Representative Comments:**

Color brochures distributed. Shape of pool is shown on page 13. Depth is different. The owner is not planning to do the offset Jacuzzi.

**City Engineer's Comments (DiFranco):**

None

**Board Comments**

(Lillich) Is this the one that needed to be moved a little bit because of the duplication field? *Yes.*

(Wyss) I would like to have the pool marked off before you dig it and the Health Department will need to approve it. The Health Department has stipulations that things need to be 10 feet away from the pool equipment. The duplication field is important to your client because if anything happens to the field, he needs to have enough room on his property in order to build a new field. Fields are required to be on undisturbed soil.

(Fiebig) A fence is shown. Is that all the way around the yard? *I plan to fence the perimeter of the yard.* There will be a gate? *Yes, it is a 4-foot gate with a self-locking latch.* What type of fence is it? *It is black aluminum. I may put some pillars in between about every 10 feet.* You will go directly from the patio to the pool? *It was supposed to be 10 feet away but I had not been aware of the secondary field.* You have already taken down so trees. Will you be taking down any more? *I just wanted to open up that side and also prevent leaves from the pool.*

(Lillich) Would you like the motion to reflect the request to stake out the pool? *I had the septic installers come out to review the location of the pool. They said it was okay.*

(Fiebig) Where will the pool equipment be? *By the corner of the house with a vinyl fence around it.*

**MOTION:** David Fiebig moved to accept the plans for the In-ground Pool at 2368 Pine Valley as submitted with the stipulation that the pool area will be staked out and approved by the Lake County Health Department prior to construction.  
Seconded by Joseph Zawatski  
Voice Vote: Ayes Unanimous  
**Motion Passes 5/0**

- 4.) Victor & Nancy Archangel  
Contractor: Headwater Bldg. Co.  
**2977 Lynn Drive – Garage Addition – PPN 31-A-077-F-00-006-0**  
Plans stamped received in Building Department 6/30/2015  
Plans stamped reviewed by Building Department 7/11/2015

Present: Keith Kimball

**Owner/Representative Comments:**

Photos circulated.

We are adding another garage bay to the existing garage to use for storage.

**City Engineer's Comments (DiFranco):**

None

**Board Comments:**

(Lillich) Will the new garage door match the existing door? *No problem anticipated.* Shingles? Is the roof fairly new? *It is about 10 years old.* No problem with matching the existing roof. *Other than the natural fading, there shouldn't be. I will salvage the siding on the side to use on the front so it will match.*

(Wyss) It is a great set of plans.

**MOTION:** Michael Tyler moved to approve the Garage Addition at 2977 Lynn Drive, as presented.

Seconded by Joseph Zawatski

Voice Vote: Ayes Unanimous

**Motion Passes 5/0**

**PLANNING COMMISSION**

**Public Portion opened at 7:34 P.M.**

**Pat Perrino, Perrino Builders**

I did a landscape plan for Pine Valley according to the plan approved by the Planning Commission. I am concerned that 5 trees are planned for a 130 feet space. I feel that when they grow it will be overbearing for a limited space.

Board advised Mr. Perrino to bring in a revised landscape plan for the whole street with the same tree species that were approved. The approved plan was designed by Bremec's. Board is guided by the principles set up by the Willoughby Hills Tree Committee. A revision will impact the whole development.

**Public Portion closed at 7:46 P.M.**

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

None

**MAYOR'S REPORT**

None

**COUNCIL REPRESENTATIVE'S REPORT (Fiebig)**

None

**BUILDING COMMISSIONER'S REPORT**

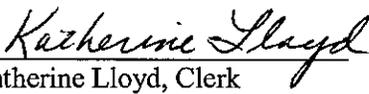
The Log jam on Dodd Rd. is being cleared. It is a tangled mess that hit both bridge abutment. The Bridge Engineer is evaluating risk to the bridge. Its design is subject to Federal approval.

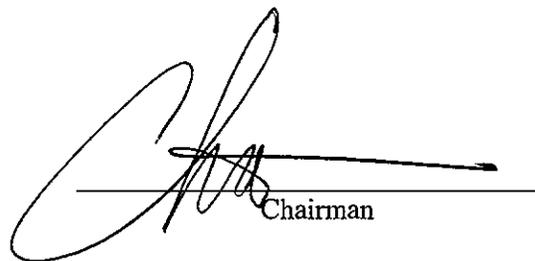
**CHAIRMAN'S REPORT**

None

**MOTION:** David Fiebig moved to adjourn  
Seconded by Michael Tyler  
Voice Vote: Ayes Unanimous  
**Motion Passes 5/0**

**Meeting Adjourned at 7:50 P.M.**

  
Katherine Lloyd, Clerk

  
Chairman

Date Approved 8/6/15