

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

**June 6, 2013**

**CALL TO ORDER:** 7:03 pm

**PRESENT:** Chairman Charlotte Schryer, Vice Chairman John Lillich, Mayor Robert Weger, Council Representative David Fiebig, Madeleine Smith, John Davis and Joe Zawatski

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

**Correspondence:**

- Letter from BZA dated May 27, 2013 Re: Case 2013-1 Cenin
- Letter from Giuseppe Maltese received June 4, 2013 RE: 35100 Chardon Road.
- Letter from Robert Goyanes received June 4, 2013 RE: 35100 Chardon Road

Chairman Schryer announced that the Clover project will not be reviewed this evening. There will be no discussion of the project in either New or Old Business.

**Disposition of Minutes** – Meeting of May 16, 2013

**MOTION:** David Fiebig moved to adopt the Minutes of May 16, 2013 as presented.  
Seconded by John Lillich  
Roll call: 5 Ayes and 2 Abstentions (Schryer, Smith)  
**Motion Passes 5/0**

**ARCHITECTURAL BOARD OF REVIEW**

Public Portion opened at 7:05 pm.

No public input.

Public Portion closed at 7:05 pm.

1. Todd and Aimee Trusso

Contractor: ProBuilt Homes

**2301 Rivers Edge Drive – Single Family Home - 31-A-017-C-00-021-0**

Plans stamped received by Building Department 5-20-13

Plans stamped reviewed by Building Department 5-22-13

Present: Todd Trusso (owner) Stacey Johnson and Tony Naughton (contractors)

**Owner/Representative Comments:**

- Samples shown.
- It is a 3420 square foot two story colonial house with Pennsylvania LedgeStone on 80% of the exterior. Tuscan Clay color siding will be on the other 20%.

- The roof will have Driftwood colored, three-dimensional IKO shingles.
- It will have white double-hung vinyl windows with colonial grills. They will be wrapped on all four sides.
- Garage doors are a desert sand color with no windows.

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

Engineer detailed comments about the project in his Memo dated May 29, 2013.  
No additional comments this evening.

**Board Comments:**

(Lillich) What color is the wrapped trim around the windows and fascia? *Some of trim will be Tuscan Clay to match the siding. Some will be Monterey Sand. Soffits will be Monterey Sand*

(Davis) Are the corner boards the same color? *The corner will match the siding. The siding was brought all the way down for the walkout in the back.*

(Schryer) The windows look dark on the plans. Are they white? *They are white.*

The columns in the front are labeled as white. *They will be painted to match windows.*

(Lillich) The stone is shown wrapping of the Left elevation. Are you also wrapping in the front on the right side into the doorway? *Stone will run to the bottom of the window and then will wrap.* The plans are very complete and have the details we look for.

**MOTION:** John Lillich moved to accept the plans for the Single Family Home at 2301 Rivers Edge Drive as presented.  
Seconded by Madeleine Smith  
Voice Vote: Ayes Unanimous  
**Motion Passes 7/0**

2. Blazenko and Marija Pecirep

Contractor: Blaz Roofing

**36361 Eddy Rd – New Residential House - 31-A-011-0-01-043-0**

Plans stamped received by Building Department 5-20-13

Plans reviewed by Building Department 5-21-13

Present: Marin Pecirep and Richard Beck (architect)

**Owner/Representative Comments:**

- Samples shown.
- It is a two story new home with a full basement. The house will be about 2500 square feet
- The Herringbone color vinyl siding will be on the two sides in the rear.
- There is cultured stone on front elevation. Two side walls are wrapped with cultured stone (shown in right and left elevation) It is up about 2.4 inches high with stucco above that. The stucco and cultured stone is wrapped on the right and left elevation
- The roof shingles are a driftwood color.
- Stucco on front and both side elevation is a desert tan
- The windows and all exterior trim is beige
- There will be a brown blend brick veneer on the left and right and on the rear to grade.
- Wood board on board shutters on the front elevation will be a light brown.
- Gutters and downspouts are a standard brown color.

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

- No comments about the architecture of the house.
- The Engineer detailed comments about the project in his Memo dated May 29, 2013.
- The storm and septic system tie-in is off site. They appear to have provided the requested easement.
- Gutters and downspouts appear to be using Splash block. We would like that noted on the site plan. *We will do that.*

**Board Comments:**

(Wyss) We see that the wainscot stone is wrapped. However, the adjacent walls on the face of the garage and face of the dormer to the right of the front door appear to be treated with a 5.25 x 6 corner board at that edge. We like the large stone facade to wrap around the corner at least one foot. *We can take care of that. On the left elevation we wrapped it up about 2 foot on the right side of the overhead door. It was wrapped a little bit on the left side by the man-door. We can make that return stronger.* The stucco would transition nicely. The 5.25 board would not be needed on the dormer or the garage door.

(Schryer) There seem to be two pillars on the rear elevation on each side of the fireplace that seem to hold up the roofline. What are materials are used? *It is a vinyl trim on the corners of the room that project out from the back.*

(Lillich) It will be an impressive home.

(Smith) The house is as beautiful in the back as in the front.

**MOTION:** David Fiebig moved to approve the plans for the New Residential House at 36361 Eddy Rd as submitted with the provision that the stone will be wrapped in full detail on the garage and right gable and as outlined by the Building Commissioner.  
Seconded by John Lillich  
Voice Vote: Ayes Unanimous  
**Motion Passes 7/0**

3. Mike Muzila

Contractor: Stan Malovrh

**2896 Istra Lane – Garage - 31-A-006-K-00-007-0**

Plans stamped received by Building Department 5-31-13

Plans stamped reviewed by Building Department 6-3-13

Present: Mike and Pat Muzila, Stanley Malovrh (contractor)

**Owner/Representative Comments:**

- Photographs distributed. They show screen room and area where drive and garage will be.
- Updated drawings also distributed.
- The detached garage will be located 70 feet to the rear of the house. It will have a cathedral ceiling in the center and a car lift.
- We will put in a temporary drive during construction. It will then be grassed over.
- The front siding will have tongue and groove Douglas fir. Double-4 vinyl siding will be on the rest of the building. It is the same vinyl siding as on the house.
- Shingles will be the same as the house, if still available. Otherwise, they will be a close match.
- Soffits are aluminum. There will be no trim.

- We are matching the screen room in rear of house that has Douglas fir. But view of the garage will be 'hidden.'
- The garage will actually be 40 feet long. That will be corrected on the site plan.

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

No comments.

**Board Comments:**

(Schryer) An updated code review and approval from the Building Department for the changed building.

(Wyss) The architect understands wall bracing in the new code. He is the one who did the updated plans.

(Lillich) Is the ridge vent enough with a vehicle in the garage?

(Wyss) If he insulates with R-20 at roof surface, no vent is necessary. It is optional with the new code. If it is not heated, the building should be vented. *We usually drop the ridge about 1 ¼ inches. The rafters will stick up through the space. Or we can mitre the ridge. We do not plan a roof vent.*

(Fiebig) Can you tell us more about the garage path? *There will be gravel underneath. Then a 'honey comb' is placed on top with dirt and grass is planted. It will support just about anything. It is for storage and a workshop. No heat is planned? Correct. We may in the future. You will run electric out there? Yes.*

**MOTION:** John Lillich moved to approve the plans for the Garage at 2896 Istra Lane as presented pending updated plan approval by the Building Department.  
Seconded by Mayor Weger  
Voice Vote: Ayes Unanimous  
**Motion Passes 7/0**

**PLANNING COMMISSION**

**Public Portion**

Opened at 7:41 p.m.

No public input.

Closed at 7:41 pm.

1. Chagrin North V Limited

Contractor: Clover Construction

**35100 Chardon Road, #100 – Senior Congregate Care - 31-A-004-0-00-025-0 (024-0)**

**Preliminary Review**

Plans stamped received by Building Department 5-6-13

Plans Reviewed by Building Department 6-3-13

Plans stamped reviewed by City Engineer 5-31-13

(Schryer) Presentation of the Project was postponed. No future date has been scheduled.

### Work Sessions

1. Royce Properties (previous owner)  
Maple Valley Estates, L.L.C. (new owner)  
Contractor: n/a

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

Plans stamped received by Building Department 5-23-13

Plans reviewed by Building Department 6-3-13

Present: Brian Osborne representing Maple Valley Estates, LLC (property owner & developer)

### Owner/Representative Comments:

- Royce Properties is no longer the owner. The new entity is Maple Valley Estates, LLC.
- We are seeking approval of the project. It has 19 one-acre lots. There will be about 1800 linear feet of new curb and gutter road installed off Maple Grove Road. The front will be landscaped. Covenant and restrictions are very similar to Pine Valley across the street. The lot size, size of homes, pricing, city water and septic will also be similar.
- Plans as submitted this evening:
  - One change to the Plat: the strip of land that ran along the church property has been removed.
  - Lot configurations are the same.
- The stormwater management plan has been updated with the new City Engineer.
  - The front pond will be a wet pond. The shape, size and hydraulics are identical to the plan previously submitted.
  - Infiltration pond has been added along Lots 2, 3 and 4. There is an issue with water coming off our site and flowing to the west. To alleviate the problem, we are installing swales along the west property line and re-directing that water to the front of our property.

(Schryer) For the Board's information, we are not approving anything tonight. This work session tonight is to discuss the location where the applicant wants to put trees and raise the beds.

- Mounding is critical to our plan. It is a landscape feature to buffer the church and church parking lot. It separates the two properties as you pull in.

(Schryer) The issue is that they want to put the mounds in the easement

- No utilities run through it or on that side of the street. If it is ever a problem, the trees could be cut down and the dirt removed.

(Lillich) What is the width and height of these mounds?

- We anticipate a 3-4 foot mound with evergreens on top of the mound.

(Wyss) An easement was mentioned. At the request of the City Attorney, I have been looking for any mention of any easements. I have not found any. If the City Engineer finds anything in the construction documents that represents anything like an easement, we need to identify it. There should not be any easements. It is important to clarify that this is in the Right of Way, not in an easement.

- Not seeking any type of easement in the ROW

(Schryer) The trees would be in the ROW. They would be the City's problem

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

I have a couple concerns with the mounding and intent to provide screening.

- Is it possible to move it onto the church property outside of the ROW? *We prefer to keep it on our property.*
- Evergreens are not traditional street trees. Code requires long living shade tree. It could become a maintenance issue.

- Mounds are sloped at 2:1 which is difficult to maintain. Code recommends a maximum 4:1 slope. It is difficult to mow grass.
- Visibility will be hindered for people coming out of the church drive. The evergreens in the mounds would be very close.
- Utilities should not be located under the mounds. That would avoid future issues.

I think it would be best to remove the mounds or re-locate them to the church or put them in the residential properties. *Most of the utilities and stormwater are on the other side of the street*

**Board Comments:**

(Schryer) Locating airy trees and shrubs with no mounds on the church property makes sense. But then they would have the maintenance. *Mowing the strip could be the responsibility of the Home Owners Association (HOA) as well as the two ponds and the landscaping up front.*

(Smith) If it were put on the church property, there could be a liability problem. Would maintenance present a liability problem?

(Davis) It also would be a matter of control. Church could cut the trees down.

(Osborne) We could be open to removing the mound, if that is what the Commission wants.

(Fiebig) You want to buffer or screen that parking lot. *Yes.* We need to determine the best way to do that. But it is in the ROW. What is the strip of land that is gone? *It was a platted strip. There was no easement.* (Lillich) It was called a Devil's Strip. *There is no strip of land along the west side.*

*There is a ROW but we don't own it. The City owns it. We don't want evergreens at two entry points or bushes within 6 feet of where cars pull out.*

(Lillich) You could just landscape and forget the mounds.

(Osborne) We would like to move forward. There is a pent up housing market.

(Fiebig) What is the price range of the houses? In the past you said it was less than Pine Valley. Tonight you said it was similar. *I think most of these houses will trade in the 4's.*

(DiFranco) Will you be adding street trees on the rest of street? *No, we only planned on the landscaping up front.* Homeowners are to plant their own trees? *It is up to them to plant on their own lot.* It is a Code requirement for Development.

(Wyss) There is code for landscaping of residential lots. If there one for subdivisions, that needs to be addressed.

(Lillich) Have the By-Laws and Covenant for Maple Valley been reviewed by the Law Director? *Yes.*

(Schryer) Their Section 11 lists the rights of Willoughby Hills. On page 11, there is a section about trees.

(DiFranco) Section 1155.04 of the Code says that in all zoning districts developers shall plant and maintain shade trees along public streets in compliance with the following .. one tree every 30 feet of frontage.

(Schryer) I think you should speak with the church about locating trees and low shrubs with no mounds on their property. Put in the same places as your three ovals.

(Lillich) We would like to see screening there. Just keep the trees far enough back from the exit for clear view.

(Smith) You could locate evergreens that remain low for less maintenance and beauty all year. *This plan was done by Kors who is a very reputable landscape architect.*

(Schryer) Mr. DiFranco gave many good reasons for why it should be moved back.

(Lillich) It is too narrow an area for a mound that high. Soil on the mound probably will not remain stable with that angle on the mound.

(Wyss) This [plan] was done before Brian decided to put a brand new house on the front lot instead of the old house. Many of the trees and shrubs that would have screened the old house can be distributed across the front on the street to accommodate the Code. That front house will landscaped appropriately

because it will probably be a model home done by the builder. The trees can be distributed for the church parking lot and what is required for the street.

(Osborne) I do not think the church will agree to plantings on church property. There could be concerns about maintenance and whether an easement would be necessary. We will re-design this feature to allow for sight line and other types of trees.

(DiFranco) The mounding was the primary issue. You could mix deciduous with evergreen trees and move them closer to the property line.

(Osborne) We will remove the mounding and change the configuration and types.

(Schryer) In the meantime, before they come back, the Board can review the By-Laws and Covenant. See if anything needs to be added or taken out.

(Lillich) The Law Director will also review it.

2. Patrick J. Mangan (Owner)

R.R. Bhavani, Inc (Applicant)

Contractor: PSA, Inc.

**2801 Bishop Road – Dunkin Donuts new development - 31-A-008-D-00-026-0**

Plans stamped received by Building Department 5-29-13

Present: Heidi DeMark (Phillips, Architects)

David Novak (Barrington Consulting Group Civil Engineers and Construction)

(Schryer) This work session is where we exchange ideas.

**Owner/Representative Comments:**

- Slightly different plans and exterior elevations were distributed.
- Aerial photos distributed. They show the lot location on Bishop Road relative to Eddy Road.
- It would be new construction on the site. The site is quite narrow.
- There are things that we need to discuss and work out regarding variances and things of that nature as we move forward with the design and layout.

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

- Traffic is our biggest concern. Bishop Road is very busy, especially during morning and evening rush hour
- Dunkin Donuts generates huge amount of traffic.
- Applicant wants a full access apron on Bishop Road with exiting left and right. Initial response to the plan indicates that a Right turn in and Right turn out makes sense.
- Traffic Study is needed.
  - Aligning the Dunkin Donuts drive with Bishop Park apartments drive has been suggested by Building Commissioner because there is an existing traffic signal. Because they do not match, it would add an additional cycle to signal
  - Applicant hires a pre-approved consultant for the study and brings the study back. City approves consultant who works directly for the applicant. Applicant pays the consultant. Report is brought back for the Preliminary Review.

(Novak) There is no 'bar' for Bishop Park on the Westside. It is only for East side. The traffic light is on the eastside of Bishop Road. People coming out of Dunkin Donuts would not see the signal.

- A new pole and light would be needed. The developer would be responsible for the offsite costs. The cycle would alternate between Bishop Park and Dunkin Donuts

(Novak) Bishop Road was re-done recently. Were traffic studies done at that time? Who did older studies? Did the State do any studies?

(Wyss) I will need to research the files for the traffic studies. Access to Bishop Road would be limited. Another option is possible. The applicant could go back to the seller of the corner lot at Bishop and Eddy for possible sale of a portion of the small lot directly across from the Bishop Park Apartments drive. That would allow placement of the access drive and the drive-thru. They are all still single lots. Future development of the lots would benefit. This would be new development with a lot split as part of the approval. There would be only one traffic signal and the access drive would be built.

(Novak) Instead of purchasing the property, would an easement for the driveway be sufficient? It may be more cost effective. It would benefit the other property owner.

(DiFranco) That would work.

(Novak) There is no storm sewer on the east side of Bishop. We propose to bore under the street to tie in to the sewer on the other side. The owner of the other lot may need access to the sewer also. He may want to work with us on that.

#### Architectural

(Lillich) This is a stand-alone store. Is this a corporate design?

(DeMark) It is a brand new corporate design as February. We will bring a color rendering for the Preliminary Review. Majority of the building is tan. The horizontal-vertical element by the eyebrow is orange. The main towers will be have color graded from the bottom up: dark taupe brown to tan on top. It will be the first in the area. The closest that I am aware of is in Boston.

(Wyss) How different is the design from the stand-alone store on 117<sup>th</sup>? *This one is post modern, more boxy and same colors*

(Fiebig) Is there anything about this store that is different or unique? *It is a full service Dunkin Donuts. We are still working on internal layout. It will serve coffee, sandwiches and donuts with drive-thru and 16 seats inside. The owner would have three choices of the interior which will be competitive with high-end coffee shops.*

#### Site Plan:

(Schryer) There is not much space on these lots along Bishop Road. We would need Section 1115 consideration because there is not as much green space as the Code needs. The plan shows all of the drive-thrus. When other businesses join into this, there will be a drive that goes all the way across the back. We knew when we put the Code together that this area does not fit the Code. Section 1115 is needed to design it for the landscaping, parking and ingress/egress. They have also done the same thing in the front, driving from one business to the other. (Novak) *Are we looking at access along the front and the back?* The City Engineer and Building Commissioner can address that. It would be desirable.

(Wyss) When Eddy Road was widened, curb cuts were put at the edge of commercial property in the corner [with Bishop]. They are shown on the GIS photo. It keeps the access to the commercial lot away from the light on Eddy. It would be nice to move the driveway accessing the north side of the Sears development to opposite O'Brien Chevrolet. The one used for 'Left In' to Sears is already across from the entrance to the Shops of Willoughby Hills. The Dunkin Donuts entrance would be the last ingress/egress on Bishop Road for the development on the north end. If this was ever fully developed, access drives might be needed on the far eastside. Code provides for access drives as buffer. Landscaping would be foregone with the necessity for an access drive. It is conceivable that the area along Bishop Road in front of the Dunkin Donut's lot could become 'green space' with the access drive moved over into the other lot.

(Novak) Has the City discussed this with the owner to the north re: driveways? It helps the discussion if we are able to say that this is what the City wants.

(Schryer) You can invite the other owners to get together.

(Wyss) We have not discussed it with him. We could express how this would be helpful to him. The dotted lines on the plans would be easements and access to the other commercial lots.

We can explain the opportunity

(Davis) Will the other properties have the same stormwater concerns? *(Novak) To the south of our property some drains have been installed on the eastside of the road. They are not deep enough for our needs.* Perhaps all could be done at same time. That could save money for everyone.

(Wyss) There are five lots: the large grass area north of Sears, the existing house next to that, the vacant lot next to that, Mangan and the corner square lot which is the only B-1 zoned property.

The two strips and L-shaped property is one owner as well.

(Schryer) It would be easier for the customer to exit onto Eddy than to get back out across Bishop.

(Novak) It is difficult to be the first.

(Davis) The driveway with the traffic light could be in front of you.

(Schryer) That could also bring in new businesses.

(DeMark) There were a couple of other items when we were doing our variance?

(Schryer) You would not need to do the variance. Section 1115 allows us to position things on the lot and driveways and flow out the back. Keep working with the Building Commissioner and the City Engineer on the drainage and curb lines. Review Section 1115 and Commercial Development Section 1155 in the Code. *This is the Code that is online?* Yes.

(Wyss) A drive thru in the Conditional Use Code requires one acre lots. Dave [Novak] will get the actual acreage on the lot. Since this is a brand new development, the Planning Commission can grant the same concessions as that BZA.

(Schryer) Has anyone talked to the Fire Department about getting a truck around here? *(DeMark) Our study shows that a semi-truck is able to make deliveries. A fire truck should have no problem. We did not put any parking islands in to allow for deliveries, fire truck or any large vehicle that needed to access the property.*

(Novak) Were there any questions about the style of the building?

(Lillich) A color rendition would help.

(Schryer) It is a small building. Sometimes when they are long, unique dimensions help break up the length.

(Wyss) Is there more news about whether the owner would keep his office in the building? *(DeMark) Will check*

(Davis) I like the concept. I like the fact that you are going for a broader market.

(Schryer) The City Engineer and Building Commissioner will help you with everything.

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

None

### **MAYOR'S REPORT**

**O'Reilly Auto Parts:** Construction is progressing. Some steel is now up. We look forward to seeing bricks shortly.

### **COUNCIL REPRESENTATIVE'S REPORT**

- Council approved funds for the street repair of Maple Grove Road and Dodd's Landing.

- The Color Run will be Saturday morning, June 8<sup>th</sup>. About 8000 registrants have been picking up their packets at O'Brien Chevrolet. There will be an After Party at Mr. Zawatski's house.

**BUILDING COMMISSIONER'S REPORT**

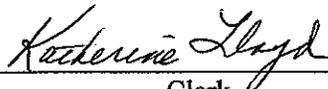
McDonald's: Plans for the double drive thru were reviewed and approved by the Building Department and City Engineer. They were supposed to be on the agenda for this evening. However, McDonald's has withdrawn their application. We do not know what their plans are for the future.

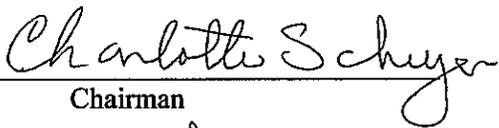
**CHAIRMAN'S REPORT**

There is no scheduled meeting on Thursday, July 4<sup>th</sup>. If a meeting is needed, it will be scheduled on a different day.

**MOTION:** Mayor Weger moved to adjourn.  
Seconded by John Lillich  
Voice Vote: Ayes Unanimous  
**Motion Passes 7/0**

**Adjourned at 8:45 pm.**

  
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Clerk

  
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Chairman  
Date Approved June 20, 2013