

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

**October 15, 2009**

**CALL TO ORDER:** 7:04 P.M.

**PRESENT:** Chairman Charlotte Schryer, Vice Chairman James Michalski,  
Mayor Robert Weger, Council Representative David Reichelt,  
John Davis, John Lillich

**ABSENT:** Madeleine Smith

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

**MOTION:** Jim Michalski moved to excuse Madeleine Smith.  
Seconded by John Lillich.  
Roll Call: Ayes Unanimous  
**Motion Passes 6/0.**

**Disposition of Minutes: Meeting of October 1, 2009**

**MOTION:** David Reichelt moved to accept the minutes of October 1, 2009 as submitted.  
Seconded by James Michalski  
Roll Call: Ayes Unanimous  
**Motion Passes 6/0.**

**CORRESPONDENCE:**

9/8/09 Memo from Building Commissioner – Modifications of entire Chapter 1169 –  
Flood Hazard Precautions.

**ARCHITECTURAL BOARD OF REVIEW**

**Public Portion**

No input

Public portion closed.

1. Margie and Ludwig Weber

Contractor: Barr Bros. Construction

**2769 Rockefeller – New Home - PPN: 31-A-006-R-00-001-0**

Plans stamped received in Building Department 9/29/09

Plans stamped approved by Building Department 10/1/09

Plans stamped received by CT Consultants 10/1/09

Plans stamped approved by CT Consultants 10/5/09

Present: Marjorie and Ludwig Weber; David Barr, Barr Bros. Construction

**final Owner/Representative Comments:**

Contractor Barr presented material samples. House siding will be sage green with sage wood stone accent, white trim, green Weatherwood shingles, Simington windows, with muntins, on all sides. Garage door – white.

**City Architect's Comments:**

Nice house. Contains details we like to see. Molding on overhead doors to match the house.

**MOTION:** David Reichelt moved to approve plans for a new home at 2769 Rockefeller Road as submitted. Seconded by John Lillich.  
Roll Call: Ayes Unanimous  
**Motion Passes 6/0.**

2. George Hasrouni

Contractor: P. Perrino Builders

**2386 Michelle Court – New Home - PPN: 31-A-017-D-00-011-0**

Plans stamped received in Building Department 9/25/09

Plans stamped reviewed by Building Department 10/8/09

Plans stamped received by CT Consultants 9/29/09

Plans approved by CT Consultants 9/30/09

Present: Donna Hawkins, Perrino Builders

**Owner/Representative Comments:**

Contractor presented material samples. Prestige Stone; Siding – Monterey Sand; Shingles - Burnt Sienna; trim – white; windows – white; garage door will match siding.

**City Architect's Comments:**

Good.

**MOTION:** James Michalski moved to approve the plans as submitted for a new home at 2386 Michelle Court. Seconded by David Reichelt.  
Roll Call: Ayes Unanimous  
**Motion Passes 6/0.**

3. Dan Georgia

Contractor: Signs PDQ

**28262 Chardon Road – New Electrical Sign - PPN: 31-A-008-C-00-003-0**

Plans stamped received in Building Department 10//09

Plans approved by Building Department 10/7/09

Present: Donald O'Toole (representing Donald Evans)

**Owner/Representative Comments:**

X-Press Pac will be located in the Emerald Lake Plaza in the unit vacated by Pak Mail and expects to open 11/1/09. The proposed sign will have the same footprint as the previous sign. The sign is designed to duplicate X-Press Pac Pack & Ship Centers' logo with the X to appear to be brushed silver and the remainder of the sign red LED lighting. The sign will be internally illuminated, except for the "X" which, at night, will be a reverse lit (white) channel letter. In response to questions, Mr. O'Toole

stated that there is no sign uniformity in the complex but that all signs are on the same horizontal line. The photo submitted is not accurate. The Board requested that an accurate photo be provided for file.

**MOTION:** David Reichelt moved to approve the requested X-Press Pac sign for the complex at 28262 Chardon Road with the stipulation that a new photo showing correct unit be provided. Seconded by John Lillich.  
Roll Call: Ayes Unanimous  
**Motion Passes 6/0.**

Mr. Gallagher left at 7:30 PM

### **PLANNING COMMISSION**

#### **Public Portion**

**No public input.**

**Public Portion closed.**

### **MASTER PLAN**

Marked maps and photos were not available regarding the proposed redevelopment, specifically paragraph #3 for this meeting. Chairman Schryer requested that BZA Chairman Cihula provide her with maps. She in turn will forward information to the Commission for discussion at the next meeting. Paragraph 3 states: "The B-2 Commercial Campus/Mixed Use District parcels on the south side of Chardon Road in the area of Bishop Road are too shallow to be redeveloped under the current B-2 zoning. It is proposed that additional land be rezoned to allow more desirable development, specifically the southwest quadrant from Emerald Lakes east to Bishop Road and the southeast quadrant from Bishop east."

#### **Public Portion**

Linda Fulton, 2990 Marcum - Asked about the specific change in zoning and was advised that R-1 zoning would be changed to B-2 zoning.

Public portion closed.

### **Unfinished Business**

#### **Sign Code:**

**MOTION:** Mayor Weger moved that the submitted draft revision of Title Nine Sign Regulations, Chapter 1151 be sent to City Council. Seconded by John Davis.  
Roll Call: Ayes Unanimous  
**Motion Passes 6/0.**

### **NEW BUSINESS**

#### **Flood Plain Changes**

FEMA has revised the Flood Insurance Rate Maps for Lake County and mandated that we adopt these studies by codified ordinance prior to the effective date of February 3, 2010. The ODNR is recommending that all jurisdictions take this opportunity to review their flood hazard ordinances and adopt a new model ordinance to have more consistency throughout Ohio. Fred Wyss, Floodplain Manager for the City of Willoughby Hills is recommending that the City adopt the new DFIRM Mapping of Lake County by ordinance prior to 2/3/10 in order to be in compliance with the National Flood Insurance Program, after which we can proceed with the adoption of higher standards in Section

1169 as recommended by ODNR. Mr. Wyss has submitted information and his recommendations to Council via his memo dated September 8, 2009.

**MAYOR'S REPORT**

Mayor Weger reported that he received a press release from Congressman Steve LaTourette's office advising that \$725,000 funding has been obtained for a retention basin in the Lamplight area. Funds will be available to the City of Willoughby Hills in January-February 2010. Lake County Storm Water Management is funding an additional \$250,000.

**COUNCIL REPRESENTATIVE'S REPORT**

None

**BUILDING COMMISSIONER'S REPORT**

None

**CHAIRMAN'S REPORT**

Please advise BZA Chairman Cihula if you are planning to attend the Zoning Conference 11/13/09.

**MOTION:** John Lillich moved to adjourn.  
Seconded by Mayor Weger  
Voice Vote: Ayes unanimous  
Motion Passes.

Adjourned at 7:44 P.M.

  
Clerk

  
Chairman

Date Approved Nov. 5, 2009