

**MINUTES**  
**Planning and Zoning Commission & Architectural Board of Review**  
**City of Willoughby Hills, Ohio**  
**February 3, 2011**

**CALL TO ORDER:** 7:03 P.M.

**PRESENT:** Chairman Charlotte Schryer, Vice Chairman James Michalski, Mayor Robert Weger, John Lillich, Madeleine Smith and John Davis

**ABSENT:** Council Representative David Fiebig

**ALSO PRESENT:** Building Commissioner Fred Wyss, BZA Representative Frank Cihula, Assistant City Engineer John Topolski and Clerk Katherine Lloyd

**MOTION:** John Lillich moved to excuse the absence of David Fiebig for this evening's meeting.  
Seconded by Madeleine Smith  
**Voice Vote: Ayes Unanimous**  
**Motion Passes**

**ORGANIZATIONAL SESSION**

Congratulations to John Lillich who was sworn in for another term.

Nominations for Chairman for the year 2011

John Lillich nominated Charlotte Schryer

Nomination was seconded by Madeleine Smith

The Chairman called 3 times for additional nominations. There were none.

Nominations were closed.

**Roll Call: Ayes Unanimous**

**Motion Passes**

Nominations for Vice Chairman for the year 2011

Madeleine Smith nominated James Michalski.

Nomination was seconded by John Lillich

The Chairman called 3 times for additional nominations. There were none.

Nominations were closed.

**Roll Call: Ayes Unanimous**

**Motion Passes**

Certification of Clerk for the year 2011

Motion: John Lillich moved to re-instate Katherine Lloyd as Clerk for 2011

Seconded by John Davis

**Roll Call: Ayes Unanimous**

**Motion Passes**

**Disposition of Minutes:** Minutes of December 16, 2010

**MOTION:** John Lillich moved to approve the Minutes of December 16, 2010 as presented.  
Seconded by Madeleine Smith  
**Voice Vote: 5 Ayes and 1 Abstention (John Davis)**  
**Motion Passes**

**ARCHITECTURAL BOARD OF REVIEW**

**Public Portion opened 7:07 P.M.**

None

**Public portion closed 7:07 P.M.**

No Pending Business

**PLANNING COMMISSION**

**Public Portion opened 7:08 P.M.**

None

**Public portion closed 7:08 P.M.**

1. Mike Faralli

Contractor: Anthony P. Capretta

**2804 S.O.M. Center Rd. – Internet Cafe – PPN: 31-A-006 –F-00-012-0**

Plans received by Building Department 1-20-11

Plans reviewed by Building Department 1-27-11

Present: Anthony P. Capretta (owner of cafe), Mike Faralli (property owner),  
Lou Rayhall (office coordinator)

**Owner/Representative Comments:**

- Applicant confirmed that the Board had all the drawings they compiled and that the project fulfilled City requirements.
- Applicant asked for any questions from the Board.  
(Lillich) Will there be any food service in the café? *No hot food. There will be soda, coffee and snacks. There will be no need to get a license from the Health Department.*
- I understand there are already 2-3 internet cafes in Willoughby Hills? (Schryer) *There are three open and operating. The Ordinance became effective December 9, 2010? (Weger) That was a revision that expanded the hours of operation from 12:00 midnight to 2:30 a.m. and changed the rates from \$40 to \$50. It is \$50.00 per machine per month? Yes, and the \$5000 application fee and the annual fee that has been in effect since the original Ordinance, June 2010.*
- We intend our hours to be 10:00 a.m. to 12:00 midnight.

**Board Comments:**

(Michalski) Do you plan to make any changes to the front of the building? *No*

(Schryer) The sign comes back for review by the ABR. *Correct.*

(Smith) How will this traffic impact the other stores? *Parking will be directed to the rear to prevent disruption of the other businesses. It is in my lease with Mr. Faralli.*

(Schryer) Doesn't the daycare center park in the rear? Parents will be picking up their children after 5:00 p.m. *After 5:00, we will have access to parking in front and back because the business will be leaving.*

(Michalski) Do you have a rear entrance? *Yes.*

(Wyss) Zoning require six dedicated parking spots for the daycare figured on the number of classrooms. They have those on the side of the day care building.

(Smith) Will you have security due to the exchange of funds? (Capretta) *We are looking into whether we need a security officer.* (Faralli) *We will have ADT and surveillance cameras inside and out, especially in the rear. Safety is a main priority.*

(Michalski) The café meets all city ordinances? (Wyss) *Yes. I studied the parking requirements in the existing building as well as what has been used in the past. Shared parking is configured. The heavy parking for this business will happen after the other businesses are closed.*

**MOTION:** James Michalski moved to approve the Internet Cafe at 2804 S.O.M. Center Rd. based on the review by the Building Commissioner that it has met all the requirements of the city's Ordinance for internet cafes.  
Seconded by John Lillich

**Discussion:**

(Weger) The city regulates internet cafés. We do not rule on their legality. There have been court cases around Ohio. If the Ohio attorney general makes a ruling, the city will relay that decision and the cafés will need to comply

(Capretta) Thank you for that. It has been a concern. We will abide by the law.

**Roll Call: Ayes Unanimous**

**Motion Passes**

**WORK SESSION**

1. O'Reilly Auto Parts

Contractor: Billy Moore, Project Designer

**27650 Chardon Rd. – Retail Store Development – PPN: 31-A-008 –C-00-060-0**

Plans received by Building Department 1-31-11

Presenter: Fred Wyss, Willoughby Hills Building Commissioner

**Owner/Representative Comments:**

- O'Reilly's sent a letter with this preliminary plan to get zoning feedback. The proposed plan is on the agenda to get feedback from the Board.
- This application is being run by corporate in Missouri. They will need to get a local representative and a local site plan sent for CT review and approval.
- Elevations of a typical store of the size that they are proposing have been presented.
- O'Reilly's sent a brochure from the Nichiha Company to show color examples of building designs that they have used. They have put green sustainable panels on their steel buildings in the past.
- Proposed parking is more than adequate. They are at 63.1% lot coverage. Zoning Code specifies 60%. But they do not need all the parking spots because they have both retail space and warehouse space in the building. It really is split use. Some of the rear parking spots could come out to create more green space.
- The plans note a 6-foot fence on the back property line.
- On this particular site, storm water management will be important because of the adjacent property and Stratford Place.
- This is an area that permits elevated signs. A sign plan was not presented. Therefore, it has not been reviewed.

**Board Comments:**

- Architecture should be compatible with the townhouses, the bank and other buildings in the area and the surroundings. Pictures of the surrounding buildings should be sent to the applicant.
- Architectural features could be added to the building to avoid the appearance of a ‘box’ or impression of large expanses of metal walls. Features similar to gables, brick and the colors shown in the CinderStone and CanyonBrick were discussed. 360 degree architecture is always recommended. Landscaping or trees could break up the impact of a long wall.
- Concerns about the flat roof and snow loads and a need to design for the climate were expressed.
- Buffering with landscape and green space between the condos and back parking lot is recommended. The front and side have substantial landscape areas and green space. There are two 13-story apartment buildings next to this proposed building.
- Most deliveries will most likely be in smaller trucks during regular business hours. Access for trucks would have to be taken into account.
- Recommendation was made that parking in the back be limited to what they need for delivery access. The Fire Department will need to assess clearances.
- Notes on the plans state that the dumpster and A/C pad are required to be re-screened with 6-foot wall. Additional landscape screening was suggested.
- The Board feels that a good parts store is needed and welcome. Having a representative of O’Reilly’s present in the future would facilitate questions and discussion.

**City Engineer’s Comments:**

- Storm water would be a concern. If the rear parking spaces were eliminated, some type of management practice for storm water could be put in. According to overhead photo’s, there already is somewhat of a buffer that could be expanded with a bio-basin and trees. On the property to the east, there is an existing vinyl fence.
- Richard Iafelice expressed a concern about left turns from the existing apron onto Chardon Road. No left turn should be a requirement. There is a traffic signal on the driveway out of Stratford Way. Traffic should be circulated back to Stratford Way. There is a reciprocal easement on the north parking lot. This plan calls for another easement on the south.

**Building Commissioner’s Comments:**

Pictures of the area and a copy of the draft minutes with Board Comments will be sent to O’Reilly’s.

**John Topolski left at 7:48 p.m.**

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

None

**MAYOR’S REPORT**

- A.J. Wright is in its final days.
- Manhattan Deli may be leaving. They may move to the Pine Ridge Plaza, next to Heinen’s.
- Huntington Bank will be coming into the Giant Eagle. National City had been in there but moved into an independent location.
- The Club House at Orchard and Chardon cannot be opened as a bar again because it has been empty over a year. It reverts back to a parcel not zoned for a bar. The Liquor Board has been in.
- We are working on anchor stores for the old Sam’s Club and old Vanity Fair locations.
- AT&T opened a store where the old Quizno’s was.
- Sun Plum is open and running with good customer traffic.

Mrs. Smith complimented the Road Department's efforts to keep the roads clear.  
Mr. Michalski commented that the new Recycling and Rubbish program was doing well. Others Board Members concurred.  
Mr. Michalski asked about possible cable television options.

**MEMBER'S REPORT**

None

**COUNCIL REPRESENTATIVE'S REPORT**

None

**BUILDING COMMISSIONER'S REPORT**

- The landscape plans for Maple Valley came in. The final site plans have gone to CT for final review. They hope to have everything reviewed and approved for the next meeting.
- The old Friendly's is being assessed as a potential internet café site.

**CHAIRMAN'S REPORT**

Council made three readings of the Master Plan. Then it was sent back to the Planning Committee of Council. David Fiebig will notify the Planning Commission and Architectural Board of Review when to attend the next Planning Committee of Council meeting to discuss any questions they have.

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

**Adjourned at 8:00 P.M.**

  
Clerk

  
Chairman

Date Approved 2-17-11