

MINUTES
Planning and Zoning Commission & Architectural Board of Review
City of Willoughby Hills, Ohio
June 3, 2010

CALL TO ORDER: 7:03 P.M.

PRESENT: Chairman Charlotte Schryer, Vice Chairman James Michalski, Council Representative David Reichelt, John Lillich, Madeleine Smith and John Davis

ABSENT: Mayor Robert Weger

ALSO PRESENT: BZA Representative Frank Cihula, City Architect William Gallagher and Clerk Katherine Lloyd

David Reichelt is here tonight in place of David Fiebig. Welcome back, Dave!

MOTION: David Reichelt moved to excuse Mayor Weger for this evening's meeting.
Seconded by John Lillich
Roll Call: 5 Ayes and 1 Abstention (Michalski)
Motion Passes

Disposition of Minutes: Minutes of May 20, 2010

MOTION: John Lillich moved to approve the minutes of May 20, 2010 as presented.
Seconded by John Davis
Roll Call: 4 Ayes and 1 Abstention (Michalski and Reichelt)
Motion Passes

ARCHITECTURAL BOARD OF REVIEW

Public Portion opened 7:03 P.M

None

Public portion closed 7:03 P.M.

1. David C. Thoreson
Contractor: Home Owner
3026 Worrell Rd – Home Addition (In-Law Suite) – PPN: 31-A-001-A-00-005-0
Plans stamped received by Building Department 5/17/10
Plans stamped approved by Building Department 5/28/10

Present: David Thoreson

Owner/Representative Comments:

Pictures were circulated with the Board.

I am building an In-Law suite because my in-laws are moving in.

City Architect's Comments:

- The design is complementary and unique. It gives a lot of character.
- How are you changing the original garage design and reusing materials? *We are ripping off the old garage roof. The trusses will extend from the addition to the original garage. The entire garage section will be re-roofed? Yes, the only thing that stays are the ceiling joists in the old garage.*
- How will you match the existing wood siding on the gable end of the garage? *It will stay the same. There is a breakpoint on the side of the back of the garage where vinyl siding will pick up. How will you match the siding on the gable end? I will get wood siding to match and then have the vinyl pick up at the breakpoint.*
- How will you match the double-4 siding with the 8-inch wood siding? *It will break at the garage. I hope to re-side the whole house next spring.*
- Will you consider siding the south elevation complete with a corner board? It would simplify any matching. *We could match but will re-side it.*
- We would like to see the same detailing with trim boards around the window, muntins on the south elevation that there is on the north and west elevations. *We can do that.*
- What type of foundation is on the existing house? *It is block with some river stone treatment by the porch in the front. The addition is concrete with no treatment? Correct.*
- On the outbuilding, you are matching the shingles, siding, window detail and trim boards? *Correct.*

Board Comments:

(Smith) How old is the existing roof and will the new roof match? *The existing roof is 7 years old. It is a 25-year black shingle. The backside may not look matched. The front side will be new but is cut off from the existing house. The roof line will come through from the back of the house. We will be using the black shingles.*

MOTION: David Reichelt moved to approve the home addition at 3026 Worrell Rd as submitted.
Seconded by Madeleine Smith

Discussion:

(Lillich) We should add into the motion that the south elevation should be sided and should be trimmed out like the rest of the house.

Amended MOTION: David Reichelt moved to approve the home addition at 3026 Worrell Rd as submitted with the requirement that the south elevation should be sided and should be trimmed out like the rest of the house.
Seconded by Madeleine Smith

**Roll Call: Ayes Unanimous
Motion Passes**

Minor Addition Approved by the Zoning Administrator

1. Sprint

Contractor: Olympus Communications

27700 Bishop Park Drive – Tower Removal & Temporary Antenna Installation

– PPN: 31-A-008-0-00-007-0

Plans stamped received by Building Department 5/28/10

Plans reviewed by Building Department 5/28/10

Present: Clayton Michael Pitchure, structural engineer representing Sprint

Owner/Representative Comments:

(Wyss) This was a necessary quick alteration that required immediate attention because of the condition of the cell tower structure on top of the Bishop Park apartments. We worked with Lake County Building Department to expedite the plans and permits for temporary antennas to continue service. Plans for the permanent solutions will be determined.

(Pitchure) The problem was reported by a technician and everyone responded immediately with a temporary solution to avert a bigger problem. Phase II will be Sprint determining final placement of the permanent antenna and submitting plans to the Building Department.

Board Comments:

(Lillich) It looks like you covered it well. Your technician should be commended. It raises questions about the regular inspections.

(Michalski) Will the brick need to be repaired from the bolts pulling out? *The silicone seal in the holes would need repair but, depending on the permanent placement of the permanent antennas, the bolt holes may need mortar to fill quarter size holes.*

(Reichelt) Are the MP signs installed? *Yes*

(Davis) You really kept after this project to get in done.

(Schryer) It will be up to the Building Department and the Zoning Code whether the project comes back to the Board.

(Wyss) With the history of this antenna, we suggest inspections on any other Sprint roof top antennas. *Sometimes roof top antennas are not included in tower inspections because they do not have a tower.*

Mr. Gallagher was excused at 7:28 P.M.

PLANNING COMMISSION

Public Portion opened 7:28 P.M.

None

Public portion closed 7:28 P.M.

No project scheduled

UNFINISHED BUSINESS

None

NEW BUSINESS

Mr. Davis reported that there will be a Gallery opening at the Community Center on Friday with 17 artists from Euclid exhibiting. Refreshments will be served

MAYOR'S REPORT

None

COUNCIL REPRESENTATIVE'S REPORT

1.) Council passed the Exterior Maintenance Code last Thursday. The three-reading rule was waived. It goes into effect in 30 days. It is needed because of numerous complaints about exterior maintenance.

2.) Sale of Vehicles Ordinance: Notice has been given to one of the frequent violators. Mr. Reichelt expressed appreciation for the efforts of the PCABR in getting the ordinance passed.

BUILDING COMMISSIONER'S REPORT

We have been working with Jerry Flanek, Lake County Building Department on the structural deficiencies on the south garage at Willoughby Hills Towers. Notice has been served by the Building Department. Jerry Flanek sent a letter to them requesting a structural analysis by a structural engineer and a repair plan. If there is no response after 10 days, final notice will be served.

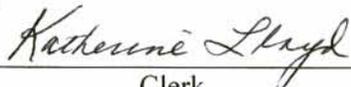
Madeleine Smith expressed appreciation for the Building Commissioner who works with the citizens to get things done.

CHAIRMAN'S REPORT

I forwarded Exterior Maintenance Code. Did everyone get it? If not, let me know and we will make a copy for you.

MOTION: John Lillich moved to adjourn.
Seconded by David Reichelt
Voice Vote: Ayes unanimous
Motion Passes

Adjourned at 7:34 P.M



Clerk



Chairman

Date Approved June 17, 2010