

MINUTES
Planning and Zoning Commission & Architectural Board of Review
City of Willoughby Hills, Ohio
August 5, 2010

CALL TO ORDER: 7:08 P.M.

PRESENT: Chairman Charlotte Schryer, Council Representative David Fiebig, Madeleine Smith and John Davis

ABSENT: Vice Chairman James Michalski, Mayor Robert Weger, John Lillich

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

MOTION: David Fiebig moved to excuse the absence of James Michalski, Mayor Weger and John Lillich for this evening's meeting.
Seconded by John Davis
Roll Call: Ayes Unanimous
Motion Passes

Disposition of Minutes: Minutes of July 15, 2010

MOTION: David Fiebig moved to approve the minutes of July 15, 2010 as presented.
Seconded by John Davis
Roll Call: Ayes Unanimous
Motion Passes

ARCHITECTURAL BOARD OF REVIEW

Public Portion opened 7:10 P.M.

David Reichelt,

As President of the Condominium Association for Pebblebrook Farm, I represent the Association in conveying support for Karen Steadman. She has met all the requirements of the Condominium Board and the Ohio Revised Code for her project. I will remain here in case there are any questions.

Public portion closed 7:11 P.M.

1. Karen Steadman

Contractor: Champion Windows

510 Pebblebrook Dr. – Three-Season Room– PPN: 31-A-006-P-00-012-0

Plans stamped received by Building Department 7/29/10

Plans reviewed by Building Department 7/29/10

Present: Karen Steadman (owner) and Carey Westcott (Champion Windows)

Owner/Representative Comments:

- A packet of information was distributed to the Board.
- The three-season room will be installed on a concrete slab. It will have 4-inch aluminum skin panel. The roof is 3-inch insulated with OSB on the top so the shingles can be applied.
- The doors are Comfort 365 insulated glass, 5/8-inch thick. There will be one operating door and five operating windows. Below the windows, there will be knee wall glass, which will also be insulated and low E.
- The wing walls (triangular pieces) will be sided to match the house
- Shingles on the roof will eventually match the house in three years; at which time, the Condominium Association plans to re-do the shingles on the house. The Association has approved installation of the transitional shingles on the porch.

City Architect's Comments:

- There will be aluminum skin siding and a glass knee wall? *The knee wall under the windows will be full glass from the ground up to the windows. [Demonstrated on plans and brochure]. Above windows is siding. The only siding is in the gabled end? Yes*
- How will it connect when it goes from a 6:12 pitch of the house to a 2 ½:12 slope? *The fascia of the gutter board will be pulled down and we will brace between the rafters and the trusses. Another 2x6 fascia board will be installed and the C channel of the roof will be mounted to it. Which is the correct connection location? The correct connection point is the roof connection; it should be highlighted on the plans.*
- Will you be ice guarding? *There will be ice guard over everything at the connection, 3-feet all around the perimeter of the roof and where it goes to the gutter board. There will be another layer of ice guard over the flashing with shingles over that.*
- The Association requires that you install gutters? *Yes, we will tie them into the existing drainage system*
- Everything will match. It will be a nice addition.

Board Comments:

(Smith) Glass all the way to the bottom often gets dirty. *I will plant shrubbery so the weed whacker doesn't 'spray' onto the windows. What will you use as a source of light? There will be plenty of outlets for a lamp, heater and fan. Two wall sconces will be on the inside wall.*

(Davis) Will this be on the existing slab? *No, the old slab will be torn out and a new concrete slab poured. It will be 32-inches down with 12x42 inch footers; 4 inches on compacted gravel over a visqueen vapor barrier.*

(Fiebig) How different will the color of the new porch roof be compared with the existing house roof? *The Board told me the color and type of shingles so I do not have to replace the porch roof in three years. (Reichelt) They are not very different and it is in the back so it will not be visible.*

MOTION: David Fiebig moved to approve the plans for the three-season room at 510 Pebblebrook Drive as submitted
Seconded by Madeleine Smith
Roll Call: Ayes Unanimous
Motion Passes

2. Aaron & Stephanie Perusek

Contractor: Loncar Quality Construction

2317 Rivers Edge Dr. – New Single Family Construction– PPN: 31-A-017-C-00-024-0

Plans stamped received by Building Department 7/27/10

Plans reviewed by Building Department 8/2/10

Plans stamped received by CT Consultants 7/30/10

Plans stamped approved by CT Consultants 7/30/10

Present: Aaron Perusek (owner) and John Stopp (architect)

(Schryer) The site plan has been approved but it is not right.

Building Commissioner's Comments:

- The house needs to be moved two feet to the left because of encroachment by the first floor fireplace into the side yard. Ordinance requires that encroachments be 15-feet from the side line. The encroachment includes the 1-foot cantilever fireplace. The fifteen feet shown is measured to the foundation wall.
- The site plan does not need to be redrawn; the change can be shown on the 'as-built'. Your engineer needs to stake it out.
- Moving the house changes the driveway turn-around from 7 feet to 5 feet from the side line. It ---- needs to stay at least 3 feet from the side line.

Owner/Representative Comments:

- It is a Craftsman style home with a natural color scheme. It will have Northwood sable brown colored 5 ¼ inch shake. The roof will be a Heather Blend Landmark shingle. Windows will be white vinyl.

(Gallagher) Will the shake be on the whole front? *It will be in the left and right reverse gable. Shake on the whole front has been considered depending on budget. But, that much shake might be too much*

(Schryer) If you change it, the plans need to be changed.

City Architect's Comments:

- What color is the stone to be used on the front? *French Country Villa Bordeaux*. What is the material for the sills and over the headers in the stonework and the arch over the entranceway? *Fyphon*. What color will it be? *White*.
- What color are the shutters – *Tan to pick up the color of the stone*.
- What is the field color of the horizontal 5 ½-inch? *Dark brown, the same color as the shake*. With the white windows, the tan shutters will add punch.
- This is a very nice design with great patterns, great detail and stonework. We like the 360 degree surround, the muntins, the trim work and the stopping of the brick work and stone work.
- What type of doors will you put on the garage? *At this time we are planning a standard insulated door. Depending on the budget, we are considering a designer door*. I would suggest a carriage style or designer door with arched windows; it is an opportunity to punch out that last side. I would not suggest a panel door. However, a good flush door would suit this universal design.

Board Comments:

(Schryer) What color will the garage doors be? *White*

(Davis) Have you considered a color besides white that would not be so strong? *Perhaps design doors for that 4-car garage in a tan would be good. Have there been any problems with the strength of the upper panel in the arched door?* (Gallagher) I have not heard anything.

(Wyss) We used a 16-foot steel carriage style door with regular square windows and the arch as an inset panel.

(Smith) Would you considered reversing the color scheme so that the dark colors would be the accent color, like in the gables? It would be brighter and you would have more choices for your front door

color. You could try painting the sample colors. *The sun would wear more on dark colors. We will check other homes that have the dark colors.*

MOTION: Madeleine Smith moved to accept the plans for the house at 2317 Rivers Edge Drive with the understanding that any appendages will be 15 feet from the property line and there will be shakes in the reverse gables on the front.
Seconded by John Davis
Roll Call: Ayes Unanimous
Motion Passes

Discussion:

(Schryer) If you do make the overhangs smaller or make any changes, you need to bring in a new revised set of plans.

3. Carl and Michele DeLembo

Contractor: Same

2573 Trailard Dr. –Re-Build Garage – PPN: 31-A-010-C-02-013-0

Plans stamped received by Building Department 7/26/10

Plans stamped approved by Building Department 8/2/10

Present: Carl and Michele DeLembo

(Schryer) We have a correction to the PPN number; it is 31-A-010-C-02-013-0.

Owner/Representative Comments:

We are trying to replace a garage on an existing foundation. Trees from the easement next to us have been falling on the 70 year garage for the last three years causing damage. Now that the trees are gone, we want a decent garage.

Building Commissioner's Comments:

- There was a misunderstanding about two years ago between Mr. DeLembo and myself about some advice that I gave him about building on the existing foundation of the garage. He understood that advice to mean that he could build without a permit. He is in the middle of construction. We want to get the project into compliance. A Building Permit is especially necessary in the floodplain. An accessory structure is not reviewed as stringently as a residential building.
- The drawings have been reviewed by the Building Department and by CT for Flood Plain compliance. The flood vents listed on his plans need to be split in two. The one should be on the river side; the other one on the place shown on the plans. The square footage of 32x16 will be split into two 16x16 vents which must be verified as engineered flood vents.
- Design of the trusses: One end of the trusses is unsupported. The truss design shows support on the extreme ends of the trusses. In one area, the support for the truss is in the middle of the bottom chord. The truss designer needs to be verify to the Building Department that the 2x10 chord on the bottom truss will support that change

Owner/Representative Comments, continued:

- The garage siding will be just about the same color as the house which is a Cape Cod Gray. The closest color we can get in a dutch lap for the garage is Life Style Collection Gray by Encore. When the house needs to be restained, we will put the same material on it. Then everything will be the same.
- The doors are being given to me; they are 10x7 feet.

- A friend is giving me a brand new Architect Pella series window. It is 38 x 67 inch white aluminum clad to match all the trim. [Intended location in the gable demonstrated on the plan] (Schryer) The drawings need to be updated. It looks like you have three different types of windows. *One window in the drawing is being removed.*

City Architect's Comments:

- It looks like part of the existing garage is remaining? *Yes.* That is the smaller one story section and you want to add a two-story section with a two car garage in the back? *Right.*
- Will the roof pitches match up? *No. As shown on the drawings, all the rafters on the south end of the garage facing Eagle Road will match all the way across the full length of the garage. On the back there is an 8'2" wall on the north side. We would like to put a knee wall there so the ridge will match and just have a shortened rafter with a 12-inch overhang on that. That will accommodate a set of interior stairs to the second floor.*
- You plan to overbuild the entire existing smaller roof to match the slope of the new roof? *Yes, this (demonstrated on plan) will come up to match this ridge and the last wall in the shop area will come up high enough so that the ridge matches and there will just be a short rafter coming down.*
- There will be a two story section of that building? *Just big enough to accommodate a set of stairs to the second floor and a table saw that I keep downstairs.*
- I need a better drawing so I can visualize how you will build it. Plan B is a simple gable system matching the other gable system; I know that will work. You will have horizontal siding. *Yes.*
- Are you going to maintain all the detail work and the trim work in the gable end? It is quaint and historic. I would like to see that type of detail, like the casing around the windows and the corner boards. *The house looks exactly the same. We want to keep style of house and style of garage. We want to keep the frieze boards. We will take out the half moon window and re-install it.*
- (Smith) Do you have any photographs of the house? *No*
- What is the existing foundation that you retained? *There are at least 3 courses of block. We dug into all the cells and put rebar in the cell up to the top and then put a curve on top of the block. We used special cement. The rebar runs every ten feet around the existing perimeter. We put good, straight, plumb walls up on that.*
- Does the existing house have a block foundation? *Yes.* We want everything to match.
- You will have all horizontal siding everywhere except on Elevation E which will have a large 4x6 window which will be trimmed out and cased out? *Yes*
- What is the measurement from the slab to bottom of floor joists? *106 inches.* (Wyss) Notations in red on the plans are the flood plain levels. He needs to keep all of his mechanicals above that level.
- I am still struggling with the plans but it [garage] will be vastly improved over what was there.

Board Comments:

(Schryer) There are three different kinds of windows: the 4 x 6 window, the double hung and the window in here. *We could put muntins on them. There are no windows on the entire back of the garage. The 4x6 window will not be seen by anyone. It is out the back.* The window in the front is seen as you drive in the driveway. What type of windows are on the house? *They are casements; the bay window has muntins.* They should look alike and be trimmed out alike. *When the vinyl siding is put up, it will have trim. Every thing will be matching.* We usually ask for a 4-inch trim.

(Smith) I am not sure what I am looking at on the plans. *The color, trim and everything will match. The pitch is close to the house, so it will look like the house.* We need a picture of the house.

(Schryer) Is this on the property line, according to the aerial view?

(Wyss) The GIS property lines for Traillard Drive are off. Depending on where you are in the county, GIS property lines are sometimes off. We are going with the original site plan done by Shade which shows the accessory structure clearly in the middle of the parcel.

(Fiebig) The Board has two choices. We could ask for new elevations that have all the details discussed so that everyone can see and agree with what is to be reviewed. Perhaps Mr. Gallagher and Mr. Wyss could help with new plans. The other alternative is that the Board could approve it with all the comments that were made specifically stated. *The way the foundation cuts in created a problem with the little room and affects plans for the shop. We can't extend it to match completely.*

(Gallagher) You want more room but you need to stay on the existing foundation so you want to build up. I would like you to draw that up so we can look at it architecturally and for design.

(Wyss) It is your intention to have either a salt box detail or a straight gable. It would be difficult to incorporate the half moon window in the salt box. In either plan, you would need to re-frame the gable end. The two plans are extremely different in how they would look from the street. [Plan A and Plan B discussed.]

(Wyss) What is the width of the stairs you want to accommodate? *36 or 42 inches.*

(Wyss) The Board could allow him to finish the back which is already framed up and come back for review of the rebuilding of the front part which is not yet started. We do not want to risk a storm damaging the work that is already started. *I am on a fixed income and architects are expensive. These drawing I did myself.*

(Schryer) He will match the roof, house and all the detail and that the windows will match up and are trimmed up. The roof line going all the way across is not my preference. The front part on the drawings seems to match up but there is a problem with the drawings for the back half of the building. It looks like there would be a half roof on the back. *The rafter on the back side would only be about an arm span.* That is the area where it is unclear what will happen.

(Wyss) That is the area underneath where you expanded the second floor and I am concerned about the truss strength? *Yes.* Will you have a post in the corner? *According to Start Truss, those are structurally engineered to handle that as long as it is not used for storage. I do not use it for storage.* For the building permit, they [Stark] need to write off for the usage. However, that creates a design detail: the salt box that is different from the gable creates a design detail. This is the section that is not yet started and is still open for review.

(Fiebig) Is it possible for you to redraw the plans after this meeting with the Board? *I do stick drawings.*

(Gallagher) The drawings are not to scale. I can meet with them and help them identify the detail that is necessary. I am concerned about all sides. We need four elevations.

(Schryer) All the details would be incorporated. The roofline goes all the way across. It's just short on one part and then on the back side it cuts in. *You can't see any of the roofs from the street.*

(Davis) We could approve the garage being finished now and have him come back in two weeks to review the rest. You would be able to bring it to a stopping point? *Yes*

(Wyss) Are you stick-building it? *We will use trusses.* The stair area needs to be stick built? *Correct.* Shingles could be put on the section already framed up. He could work on the gable end toward the river and on the garage doors. I can help him with the elevations, especially on the rear side.

(Smith) We need a picture of the house. What type of shingles are you using? *Black onyx 30-year dimensional which is the same as the house.*

(Gallagher) The drawings need to be to scale. Now the floor to floor measurements look like different heights. *I can assure you that the upper plates in the entire perimeter of the old existing building are all the same height.*

(Schryer) By Code, the drawings need to show how it will be built with the details and colors included. They become part of the record of your house.

MOTION: David Fiebig moved to give a conditional approval for the garage at 2573 Trailard Drive so that the homeowner can continue work on the existing structure to secure it and that he will return for Board review in two weeks with four elevations that show details and are to scale.
Seconded by Madeleine Smith
Roll Call: Ayes Unanimous
Motion Passes

Mr. Gallagher was excused at 8:33 P.M.

PLANNING COMMISSION

Public Portion opened 8:34 P.M.

None

Public portion closed 8:34 P.M.

No pending projects

UNFINISHED BUSINESS

None

NEW BUSINESS

None

MAYOR'S REPORT

None

MEMBER'S REPORT

None

COUNCIL REPRESENTATIVE'S REPORT

None

BUILDING COMMISSIONER'S REPORT

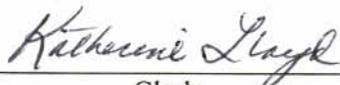
I contacted the home owners about the bus shelter on River Road. It was finished but kept blowing over. They made some changes and put posts in the front. I reminded the family that everything needs to be finished.

CHAIRMAN'S REPORT

None

MOTION: Madeleine Smith moved to adjourn.
Seconded by David Fiebig
Voice Vote: Ayes unanimous
Motion Passes

Adjourned at 8:35 P.M.



Clerk



Chairman

Date Approved Sept 2, 2010