

MINUTES
Planning and Zoning Commission & Architectural Board of Review
City of Willoughby Hills, Ohio
September 16, 2010

CALL TO ORDER: 7:03 P.M.

PRESENT: Chairman Charlotte Schryer, Vice Chairman James Michalski, Mayor Robert Weger, Council Representative David Fiebig, John Lillich and John Davis.

ABSENT: Madeleine Smith

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

MOTION: James Michalski moved to excuse the absence of Madeleine Smith for tonight's meeting.
Seconded by John Davis
Voice Vote: Ayes Unanimous
Motion Passes

Disposition of Minutes: Minutes of September 2, 2010

MOTION: David Fiebig moved to approve the minutes of September 2, 2010 as presented.
Seconded by Mayor Weger
Roll Call: 6 Ayes and 1 Abstention (John Davis)
Motion Passes

ARCHITECTURAL BOARD OF REVIEW

Public Portion opened 7:04 P.M.

None

Public portion closed 7:04 P.M.

1. Gales Garden Center
Contractor: Global Signs & Graphics
2730 S.O.M. Center Rd –Signage for Sun Plum Market – PPN: 31-A-006-B-00-020-0
Plans stamped received by Building Department 9/8/10
Plans reviewed by Building Department 9/9/10
Present: Chuck Zingale (Global Signs & Graphics)

Owner/Representative Comments:

- A 'blow up' poster of the proposed plan on display board was passed around. Architectural renderings show different signs but all the signs will be the same.
- A color photo of east elevation was provided to complete the set of color photos already submitted.

- The individual letters for the identification signage for the building will be dark green to match the metal roof. The letter style is 18-incg Optima Semi Bold. They will go in the east, west and south gable elevations.
- Total square footage for identification will be 87.5 for all three sets. Square footage for the Vinyl window graphics is 12.75 square feet. The total signage will be 100.5 square feet which is under the code maximum of 140 square feet.
- Letters for the window vinyl are moderately sized. They are not as large as planned because of the number of words on one of the windows which dictated the size on the others.
- They put a backing behind the windows which changed the appearance of the windows. We will use darker green instead of the yellow to provide contrast against the light background. [Additional photos of the changed window signs were provided for the file.]

City Architect's Comments:

None

Board Comments:

(Weger) Do you know why the windows will be covered? *I think it was concern about the sun coming through on the coolers or that the back of the coolers showed*

(Lillich) I think it is tastefully done.

(Weger) Gale's painted most of the steel roof green to match the Farmer's Market, but the northern most 100 feet of the roof is still brown with the old sign showing. Will the rest of the roof be painted to match? *I will mention it to owners of Gale's.*

(Wyss) I will check on it.

(Schryer) It is also not painted at the corner as viewed from Chardon Road.

(Lillich) I wonder if the reason that they are not painting is because they have something else in mind. *I just have the information given to me by Sun Plum Market.*

(Schryer) There is a note on the Building Commissioner's worksheet that says "no temporary signs have been applied for or have been approved". We do not have an owner here to ask about temporary signs. We are concerned about future signs.

(Wyss) There have been complaints from residents regarding the temporary signs. Notices of new products are not part of the approval. *I will relay that to the owner. My understanding is that the Code allows four temporary signs per year at 30 day increments.*

(Wyss) Banner signs or any other signage must be approved by the Building Department. If necessary, the request will be taken to the Board.

(Cihula) A temporary sign is permitted for 14 days.

(Lillich) I do not see any direction signs for traffic flow. *They do have some signs now.*

(Schryer) They still have quite a bit of road work to be completed.

MOTION: John Lillich moved to approve the building and window signs for 2730 S.O.M. Center Rd as submitted
Seconded by Mayor Weger
Roll Call: Ayes Unanimous
Motion Passes

PLANNING COMMISSION

Public Portion opened 7:23 P.M.

None

Public portion closed 7:23 P.M.

No pending projects

UNFINISHED BUSINESS

None

NEW BUSINESS

Master Plan: Chairman Schryer has fulfilled several requests for copies of the Master Plan. It has been sent it out by email when possible. The Chairman requested that the Master Plan be posted on the city website so that people can access it there. It is a public document prepared and approved by the Planning Commission. As such, it was submitted to Council for their review and suggestions. It is a proposal, not a draft. Per discussion, both Master Plans (2003 and the proposed 2010) will be posted to the website to allow comparison and to avoid confusion. They both will be in a PDF format. The proposed 2010 will have a watermark with the word ‘proposed’. The 2010 title will be changed to include the word ‘proposed’. The website will say that it is proposed but has not yet been adopted by Council.

MAYOR'S REPORT

1.) **Mary Rose Estates:** People may be asking about the article in the Lake County Gazette discussing the Port Authority financing of Mary Rose Estates through HUD. Some nearby residents have expressed concern whether this is low income housing. It is not Section 8. This will be a beautiful building with low traffic near the freeway. The apartments are just 540 square feet with enough room for one or two persons. It does fit well there. The Lithuanian Center in Willoughby has worked out well in that community.

2.) **Issue 3:** The city has an Income Tax issue on the ballot. It raises the income tax to 2% and the credit to 1 1/2 %. It does not affect 81% of the residents. It will balance funds between cities where people work and live. Most of Lake County cities are at 2%. There will be public forums on Oct 4th and Oct 24th for public education. The city needs everyone’s support.

3. **Extreme Home Makeover** is coming to Cleveland on October 2nd. One of our local companies, the Marous Brothers is coordinating it. They grew up in Willoughby Hills. They are calling for 1500 volunteers. There will be a Rally at the Wolstein Center to start things off. They need to feed 500 people per day. Linda Capelli is coordinating the meals for one of the days.

MEMBER'S REPORT

None

COUNCIL REPRESENTATIVE'S REPORT

Master Plan: Now that Recess is over, the committee will be meeting to review it. We hope to pass it by the end of the year.

BUILDING COMMISSIONER'S REPORT

None

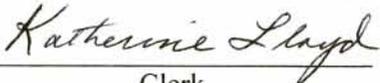
CHAIRMAN'S REPORT

The Chairman asked about the dirt and asphalt being piled up at the old Garfield School site. The Mayor explained that materials are being collected for two soccer fields and a parking lot that will be

constructed. The dirt is collected throughout the year by Willoughby Hills. Ground asphalt comes from the sewer project. It is free and this project provides a place to use that material. We are getting donations of equipment, including the 'Rock Hound' that will be used to prepare the soccer field.

MOTION: David Fiebig moved to adjourn.
Seconded by James Michalski
Voice Vote: Ayes Unanimous
Motion Passes

Adjourned at 7:40 P.M.



Clerk



Chairman

Date Approved 10-7-10