

**MINUTES**  
**Planning and Zoning Commission & Architectural Board of Review**  
**City of Willoughby Hills, Ohio**  
**September 2, 2010**

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

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

**ABSENT:** Madeleine Smith and John Davis

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

**MOTION:** John Lillich moved to excuse the absence of Madeleine Smith and John Davis for this evening's meeting.  
Seconded by James Michalski  
**Roll Call: Ayes Unanimous**  
**Motion Passes**

**Correspondence:**

Letter received via email from John Topolski at CT Consultants RE: 2897 Rockefeller. Plan for project was attached to the email.

**Disposition of Minutes:** Minutes of August 5, 2010

**MOTION:** David Fiebig moved to approve the minutes of August 5, 2010 as presented.  
Seconded by Mayor Weger  
**Roll Call: Ayes Unanimous**  
**Motion Passes**

**ARCHITECTURAL BOARD OF REVIEW**

**Public Portion opened 7:05 P.M.**

None

**Public portion closed 7:05 P.M.**

1. Chris Smith

Contractor: Perrino Builders

**2316 River's Edge Dr. –New Residence – PPN: 31-A-017-C-00-016-0**

Plans stamped received by Building Department 8/18/10

Plans stamped approved by Building Department 8/25/10

Plans stamped received by CT Consultants 8/18/10

Plans stamped approved by CT Consultants 8/19/10

Present: Chris Smith (owner) and Pat Perrino (Perrino Builders)

**Owner/Representative Comments:**

- Pictures of the intended house were distributed.
- It will be about a 3000 square foot home with a full basement. There will be two guest bedrooms and a full bathroom upstairs. About 1000 square feet of the basement will be finished.
- The house will comply with requirements of the housing development and the City. It will need no variances.
- The siding on the upper section is a darker shake (Tuscan Clay color). The lower section will have a lighter double-4 lap horizontal siding (Monterey Sand color).
- It will have LedgeStone in a Sante Fe style and a water table all the way around the house.
- There will be 78 Pella windows. Framing will be brown rather than the green originally planned. It will have light trim.
- The roof will have weathered wood colored Landmark shingles

**City Architect's Comments:**

- It is an elegant design with a combination of traditional and modern.
- Are you planning a dentil system for the overhang? *We changed it to a vinyl vented soffit system.*
- What is the termination of stone? It looks like there is a piece of synthetic board that sits on top of it and a water sill stone coming across the top. *There will be a limestone cap with a wood trim on top of the limestone. One color? Yes.*
- The termination at grade looks like the stone is up a little bit. *The grade will fall; it is pretty much flat all the way around.*
- Does the garage door have a muntin and a half muntin? *No.*

**Board Comments:**

(Michalski) It is a great looking house.

**MOTION:** James Michalski moved to approve the drawings for 2316 River's Edge Dr as submitted

Seconded by Mayor Weger

**Roll Call: Ayes Unanimous**

**Motion Passes**

2. Robert and Marsha Raddell

Contractor: Peter Bloch/Phalcon Properties, Inc

**2897 Rockefeller Road –New Single Family Residence – PPN: 31-A-006-0-00-061-0**

Plans stamped received by Building Department 8/18/10

Plans stamped approved by Building Department 8/25/10

Plans stamped received by CT Consultants 8/27/10

Plans stamped approved by CT Consultants 8/27/10

Present: Peter Bloch with Phalcon Properties, Inc.

(Schryer) Correspondence was received from John Topolski in CT Consultants [distributed to Board] which should be included in any motion. He is requesting more detailed information on one section of the site plan. The site plan was approved. Another letter received from John Topolski was included the packet. Everything in the letter may have been satisfied, but needs to be included in the motion.

(Wyss) That original letter referred to notes for the excavator regarding boring under the street for sewers. It originally asks for specific connections and fittings. We are looking for the contractor to supply the specific fittings.

**Owner/Representative Comments:**

- We are building a 2,370 square foot home with four bedrooms. It will fit in with the surrounding homes taking into consideration the placement of the home
- Siding will be Mirandex vinyl in tumbleweed color. On the front elevation there will be the same color shake siding.
- On four sides, there will be gray brick called New Generation.
- On the front, will be Owens Corning cultured limestone. Color is Buck's County. The front door is dark brown.
- Shingles on the roof will be weathered wood by Landmark
- Trim around the windows will be white.

**City Architect's Comments:**

- We would like to see 360 degree architecture. Side and back should balance detail in front.
- There are no windows on either side elevation. Serious consideration should be given to putting two upper windows symmetrically located on the right side plus some gable end features. Addition of two equally spaced windows on the lower part or centered on the left elevation.
- Trim around all the windows is one of our standards. It should be like the 4-inch trim in the front. What is the color of the windows? *White*. What is the color of the corner boards? *White*. The white color trim will really add detail.
- On the rear elevation, there is a 9-foot ceiling and taller windows, but for the projected bay you used a standard 7 foot 4 inch window. I suggest that you match the height of the windows by putting a transom over the door.
- A transom on the front entrance would make things the same height.
- Extend the ridge vent all the way to the ends of the roof.
- You could use the marked up drawings when presenting these suggestions to the homeowner. *I will go over this with the owner but it is important to keep economy in mind. I can appreciate the aesthetic but this home is similar to the homes on either side of it.*

**Board Comments:**

(Lillich) We would need to see the final plans before approving the project architecturally. Rather than hold things up, we could approve the start of excavation and then review the revised plans.

(Michalski) I concur with the architect's comments, especially the left elevation. Most of that wall is a garage. A window could be put in there. We could consider an excavation permit to keep the project moving, but we need to hear the final disposition of the architect's comments before approval. *The homeowner does not want windows in the garage for energy, safety and security reasons. The house next door directly south (picture shown) is aesthetically pleasing without 360 architecture.*

(Schryer) We try very hard to do 360 degree architecture. It helps maintain property values and enhance neighborhoods. There are architectural alternatives if the owner does not want windows. Trimming out the windows is not that expensive. *I will trim the windows to get approval tonight.*

(Lillich) It is a great little house in front.

(Fiebig) The garage does not need a functioning window. Perhaps the wall could be dressed up somehow, perhaps with shake siding on half of it or the upper part.

(Gallagher) A piece of millwork would be a good option. The cultured stone termination should wrap around the corner two feet. Then it would not need a corner board. It should terminate vertically. For the foundation, the wall section shows concrete block. The elevations show grade brick on the front and a little on the side, but not the left side or the rear. *It will be grade brick throughout.*

(Wyss) This presents a problem with enforcement. If the excavation gets started and they decide not to make recommended changes, there would be a delay and perhaps additional problems. There is no separate foundation permit or fee structure.

(Lillich) Taking the Building commissioner's comments, we would have to postpone decision until he has spoken with the owners.

(Fiebig) Can we have a review of what the hold ups are?

(Schryer) It does not seem feasible to add windows to the rooms because of the interior function. Trimming out all of the windows all the way around is a reasonable request. *I agreed to trimming.* Architectural features can be put on the ends of the house.

(Lillich) Transoms above the doors were suggested.

(Fiebig) We could give conditional approval.

(Weger) The right elevation can be softened with landscaping. The neighbor on the right side has a pool and hot tub. The left elevation faces a neighbor's house that has only one window. Additional windows could limit flexibility in the interior rooms.

(Fiebig) Will there be a porch or deck on the back where the bay is? *In about a year.* (Schryer) They have to have steps out there.

(Bloch) I can trim around the windows, do the two foot return on the stone.

(Schryer) There are the ridge vents, transom and we need to include compliance with the two letters from CT.

(Lillich) Is it an illusion that the rear door and the windows are different heights? (Gallagher) There is about a foot difference between the door and the window height.

(Gallagher) Raising the windows would be better than the transom.

(Weger) That would affect the interior. It could be the owner's choice whether they raise the height of windows to the height of the door in the rear together or put a heavier trim around the door.

**MOTION:** Mayor Weger moved to accept the plans for the house at 2897 Rockefeller Road as submitted with the following recommendations: trim out all the windows in white, two foot return on the stone going around the side, ridge vents extended to the ends of the roof, brick up to grade on all four elevations, trim around the rear door to balance the height of windows and comply with the two letters from CT Consultants  
Seconded by David Fiebig  
**Roll Call: Ayes Unanimous**  
**Motion Passes**

3. Mark Slavick

Contractor: Heartland Roofers

**35955 Chardon Road – Roof over Deck – PPN: 31-A-011-A-02-032-0**

Plans stamped received by Building Department 8/27/10

Plans stamped approved by Building Department 8/30/10

Present: Mark Slavick

**Owner/Representative Comments:**

- Pictures of house were distributed.
- This project is to take advantage of the rear view of a one acre lake. Currently, the window in the master bedroom is the only view of the lake. There is a three tier deck on the back; the top tier had

a metal awning that had to be taken down every winter. I lost two awnings due to weather and other circumstances.

- I plan to raise the pitch slightly and place a porch roof over the top tier of the deck. The will be metal that looks like weathered copper. Underneath I will keep a back porch look with open rafters and lath siding. I may do a light brown stain or paint it the same color as the house.
- The knee wall closet in the master bedroom on the second floor will become a small flat balcony with glass to view the lake. It will be big enough for a small table and a couple chairs. In the future, I may put a small Sundowner awning over that.

**City Architect's Comments:**

The picture helps a lot. It is a fabulous design. Usually we want matching, but if you don't match to the simple center hall colonial, then you should do what you are doing. The detail and character of the additions make it work.

**Board Comments:**

(Michalski) What is the contractor doing to prevent water leaks from ice dams on the flat roof back into your house? *He will run a membrane up the 1 3/4-inch slope to avoid ice dams* Will it go under the sidewalls? *He said he has done many of these.*

(Gallagher) The ice guard needs to go up 4-5 feet. It has to be one piece and it needs to run horizontal with some overlap to get drainage away from it. The details are important. (Michalski) Plus a cant at the bottom.

**MOTION:** James Michalski moved approve the plans for 35955 Chardon Road as submitted.

Seconded by David Fiebig

**Roll Call: Ayes Unanimous**

**Motion Passes**

4. Carl & Michele DeLembo

Contractor: Same

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

Plans stamped received by Building Department 8/30/10

Present: Carl & Michele DeLembo

Chairman Schryer distributed color pictures of the house to supplement the black and white pictures.

**Owner/Representative Comments:**

We did what we were allowed to do. We closed up the new half of garage. We are here for approval to finish the rest of the project

**City Architect's Comments:**

- The updated drawing helps us understand what is going on. Have you made changes in the design? *Originally there was no overhang at the back of the house. It was a straight saltbox that went up with a very short rafter at the top. So it was always a stepped back process.*
- My perception from the original drawing was that the whole front end was going the full height over the existing area. *The little shop area is only 16 feet wide. We are going with what we had rather than digging footers or get a variance.*
- It is a reasonable design. It softens that upper two-story section but leaves the character of the existing house. It matches some of the detail and carries through the design.

- Is the overhang on the back of the house a cantilevered overhang? *Yes, it was structurally engineered. Is it a two story section? The knee wall starts very close to the existing wall. There is nothing there. Stark Truss assured me that they are structurally engineered but they want \$250.00 for a letter stating that. They suggested that I could put plywood webbing between the knee wall, the rafter and the floor joists to give it extra strength. It has been designed and sealed by Stark. I was just checking on the design or whether a column had been inadvertently missed. I am glad you checked to be certain that it was properly engineered.*
- I understand the design now. It will detail out just fine. I do like the design.

**Board Comments:**

(Wyss) The window obtained for the river side has muntin bars.

(Lillich) It is a unique rebuild that will fit nicely.

**MOTION:** John Lillich moved to approve the plan for the garage at 2573 Trailard as submitted.  
Seconded by Mayor Weger  
**Roll Call: Ayes Unanimous**  
**Motion Passes**

**Mr. Gallagher was excused at 8:14 P.M.**

**PLANNING COMMISSION**

**Public Portion opened 8:14 P.M.**

None

**Public portion closed 8:14 P.M.**

No pending projects

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

None

**MAYOR'S REPORT**

- Wright Place will open on Tuesday at 4:00.
- The Market House had stone put on today. Drywall is going up inside. They have to move a fuel tank at the corner of Chardon Road and Route 91. EPA is involved.

**MEMBER'S REPORT**

None

**COUNCIL REPRESENTATIVE'S REPORT**

None

**BUILDING COMMISSIONER'S REPORT**

- Mary Rose Estates is progressing according to the schedule that was presented to the Building Department in June. HUD will not issue final approval until the end of September. The final landscape plans were received by email. The final site plans will be presented to CT. Once those

are done and the Maintenance Agreement documented, Mary Rose Estates will come back to Planning Commission to present the final product.

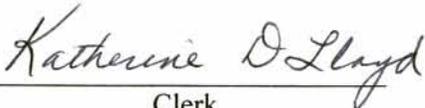
- Maple Valley final plans will come in tomorrow for final approval from CT. They plan to start construction in the winter.

**CHAIRMAN'S REPORT**

None

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

**Adjourned at 8:18 P.M.**

  
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Clerk

  
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Chairman

Date Approved 9-16-10