

MINUTES
Planning and Zoning Commission & Architectural Board of Review
City of Willoughby Hills, Ohio
December 1, 2011

CALL TO ORDER: 7:03 P.M.

PRESENT: Chairman Charlotte Schryer, Vice Chairman James Michalski, Mayor Robert Weger, Council Representative, David Fiebig, and Madeleine Smith

ABSENT: John Lillich and John Davis

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

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

Disposition of Minutes Meeting of November 3, 2011

MOTION: James Michalski moved to approve the Minutes of November 3, 2011 as presented
Seconded by Mayor Weger
Voice Vote: Ayes Unanimous
Motion Passes

ARCHITECTURAL BOARD OF REVIEW

Public Portion opened at 7:05 P.M.

None

Public portion closed at 7:05 P.M.

1. Jeff and Stephanie Stenger

Contractor: ProBuilt Homes, Inc

2312 Rivers Edge Drive – New Home - PPN: 31-A-017-C-00-017-0

Plans stamped received by Building Department 11-18-11

Plans reviewed by Building Department 11-22-11

Plans stamped received by CT Consultants 11-21-11

Plans reviewed by CT Consultants 11-22-11

Present: George Davis (ProBuilt contractor) and Jeff Stenger (owner)

Owner/Representative Comments:

- The color scheme is earth tones. Stonework palette is Sienna Weather Ledge. The siding is Vintage Wicker by Alside and the shingles are Weather Wood by IFO.
- It was approved by the River's Edge Home Owners Association

City Architect's Comments:

- What are the window colors? *Windows and the trim are white.* What about the columns, front wraps, frieze board and fascia. *They are all white.*
 - What color are the shutters? *They are a very dark brown, musket brown.* What style are the shutters? *Raised panel.* That will be a nice contrast from the shingle.
 - There are a number of styles of windows across the front. Are they picture or bay windows? *The window in the center of the bay and the two on the garage are picture windows. They are from same manufacturer but not operable. The garage windows are for security.*
 - We like the cast-in-place concrete to look like brick or be more decorative. *We plan to use the brick embossed concrete for the look of brick.* Do you plan to stain it? *Yes, we would make it an earth tone color.*
 - We would like to see the applied stone wrapped about one foot around the corners in addition to the corner board on both sides and on top with the reverse gables also. *I can do that.*
 - You have the detail we want, wraps on the back and plenty of windows on the back and on the side.
 - (Davis, ProBuilt) We have a request for no grills on the back and front. They want a clear view. (Gallagher) I understand the request.
 - The right elevation is massive and lacks character. Perhaps you could add some detail on the upper level and still preserve the interior wall space. Some ventilation for the front bedroom would be good. The windows should be similar to the other windows. *(Stenger) Cost is an issue. (George Davis,) It will not be a problem.* You should go back to the designer to plan the changes.
- (Schryer) Give a copy of the updated elevations with the changes on the right as well as the stone returns to the Building Department. *Okay.*

Board Comments"

- (Fiebig) You carry the frieze board all the way around to break up the expansive. *Yes, we could put in a band board at the floor box.* If any one can see that side, some additional detail would be good.
- (Gallagher) More detail would be better. *(George Davis) We will add the two windows in the bedroom and a white band board between the upper and lower level on the right elevation.*

MOTION: James Michalski moved to approve the new home at 2132 Rivers Edge Drive as submitted with the exception that the applicant will stain the exposed concrete foundation in earth tone; the applicant will include stone returns at all corners; and the applicant will improve the right elevation by adding frieze board / band board or additional windows and will submit them to the Building Department.

Seconded by Madeleine Smith

Voice Vote: Ayes Unanimous

Motion Passes

Minor Alterations Approved by the Zoning Administrator

1. Gales Garden Center

Contractor: TBA

2730 SOM Center Rd. – Outdoor Sales Area Trellis - PPN: 31-A-006-B-00-020-0

Plans approved by Building Department 10-19-11

The Chairman read the approved minor alteration into the record. Plans of the improvement were viewed and discussed.

PLANNING COMMISSION

Public Portion opened at 7:28 P.M.

None

Public portion closed at 7:28 P.M.

No Pending Business

Mr. Gallagher left at 7:28 P.M.

MASTER PLAN

Mr. Fiebig reported on the results of the Planning and Zoning Committee of Council which was held Monday, November 28th. Master Plan will remain on third reading. The Committee wants the Law Director to review the changes highlighted in the minutes to determine whether they are substantial or minor changes. If the changes are deemed substantial, the Ordinance would need to be re-written and the Committee would start again with the three readings.

Mr. Michalski observed that some Committee members wanted additional time to review the document. The Mayor reminded everyone that this was a special meeting.

Master Plan Public Portion opened at 7:32 P.M.

Frank Cihula, 35060 Dixon Road

The changes were in a previous motion. Therefore, they have already been recognized and are not significant changes. The Committee members just got the document back on Friday and the meeting was on Monday.

Master Plan Public portion closed at 7:33 P.M.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

MAYOR'S REPORT

- Rogers Road is closed due to a ravine slide on the downhill side. During repairs it will be a one-way street.
- Christmas Card Lane opened tonight at 6:00 P.M.

Mrs. Smith complimented the Mayor on the walkway in back and the decorations.

MEMBER'S REPORT

Mr. Michalski thanked the Mayor for allowing several members of the Planning Commission to attend the Ohio Planning Commission Zoning Workshop. It was very illuminating.

The Board discussed several items from the Workshop, including sign ordinances, Northeast Ohio Planning and internet cafes.

COUNCIL REPRESENTATIVE'S REPORT

Santa Claus will be here from 9:00 A.M. to 1:00 P.M. on this coming Saturday.

BUILDING COMMISSIONER'S REPORT

- Mary Rose Estates: HUD has approved the grant. Closing is anticipated by end of the month.
- Willoughby Hills Friends Church: The digital sign was seen to be 'scrolling'. Their clerk did not know that that is against the sign ordinance. Mr. Fiebig reported on the fence and entrance on Stark Drive which was to be 'improved'. An order has been made to replace it with the same metal fence.

CHAIRMAN'S REPORT

Planning Commission Christmas Party will be December 15th. We will participate in the City Food Drive.

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

Adjourned at 7:50 P.M.

Katherine Lloyd
Clerk

Charlotte Schuyler
Chairman

Date Approved 2-16-12