

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

February 16, 2012

CALL TO ORDER: 7:03 pm

PRESENT: Chairman Charlotte Schryer, Vice Chairman John Lillich,
Council Representative Alternate Frank Germano, Mayor Robert Weger,
Madeleine Smith, John Davis

ABSENT: James Michalski

ALSO PRESENT: Building Commissioner Fred Wyss, City Architect William Gallagher,
BZA Representative Frank Cihula, Clerk Pro-tem Joan Motuza.

MOTION: John Lillich moved that the absence of James Michalski be excused through the
month of June 2012.
Seconded by John Davis
Roll call: Ayes Unanimous
Motion Passes 6/0

Prior to the meeting Charlotte Schryer was reappointed and sworn to a six-year term ending in 2017.

2012 ORGANIZATION

Nominations opened for Chairman.

John Lillich nominated Charlotte Schryer.
Chairman Schryer asked three times for additional nominations.
Nominations were closed.
Roll Call: Ayes Unanimous

2012 Chairman: Charlotte Schryer

Nominations opened for Vice Chairman
Mayor Weger nominated John Lillich for Vice Chairman.
Chairman Schryer asked three times for additional nominations.
Nominations were closed.
Roll call: Ayes Unanimous

2012 Vice Chairman: John Lillich

MOTION: John Lillich moved that the Mayor's appointment of Katherine Lloyd be certified for
the year 2012. Seconded by Mayor Weger.
Roll call: Ayes unanimous
Motion passes 6/0.

2012 Clerk: Katherine Lloyd

Disposition of Minutes Meeting of December 1, 2011

MOTION: Mayor Weger moved that the minutes of the December 1, 2011 meeting be approved
as submitted. Seconded by Frank Germano.
Roll call: Ayes Unanimous
Motion Passes 6/0

ARCHITECTURAL BOARD OF REVIEW

Public Portion

No public input.

Public portion closed

1. Huntington National Bank (tenant of Second Generation Investments)

Representative: Brian Matthews. ADA Architects

2765 S.O.M. Center Rd. – Extension to Existing Drive-Thru Canopy -

PPN: 31-A-004-0-00-017-0

Plans stamped received by Building Department 2-9-11

Plans reviewed by Building Department 2-10-11

Owner/Representative Comments:

Proposing an additional drive-through banking bay

- Materials used will match existing so that addition will look seamless
- Grading to remain as is
- Existing island will be shifted 10 feet – no parking will be lost

City Architect's Comments:

- He knows they intentionally matched existing. But in his opinion it is not a very nice look. He asked if they are in love with that look and really want it to match. Mr. Matthews responded that was his understanding. Architect Gallagher stated that buildings as you come into the City, have more detail - overhangs, projected rake boards, usually flush panels, horizontal frieze board. More of a traditional design. More detail. He would like to see more style and flare on the back of the building.
- No objection to original design but requests owner be asked to consider detail modifications.
- It's up to the owner's choice. No objection either way.

Board Comments:

John Lillich expressed concern with turning radius from auto teller into parking lanes. Building Commission Wyss advised that it would be out of the question to have another curb cut. It was suggested that the owner of Huntington obtain an easement to go to the back driveway on North Chagrin. Obviously, this was not pursued. Commissioner Wyss advised that the City can not dictate traffic patterns on private parcels.

MOTION: Mayor Weger moved to approve the plan with the comments of our architect be taken back to the decision makers. Seconded by John Lillich.

Roll call: Ayes unanimous

Motion passes 6/0.

PLANNING COMMISSION

Public Portion

No public input.

Public portion closed

Chairman Schryer read into the record receipt of a letter (ATTACHMENT A) from Building Commissioner Wyss, dated January 16, 2012, approving minor alterations for:

1. True North Energy

34750 S.O.M. Center Rd. – New Illuminated Sign - PPN: 31-A-006-F-00-001-0

Plans approved by Building Department 1-16-12

UNFINISHED BUSINESS

None

NEW BUSINESS

None

MAYOR'S REPORT

City Council created an Economic Development Task Force and they are in the process of choosing the members of that Task Force. Their primary focus is the entire City with regard to economic development. They need to be pro-active to create an atmosphere at the west end of the City to be conducive to whatever it is decided is going to happen down there. The City is currently advertising for a full time Economic Development Director. Manhattan Deli is moving in March to Willoughby.

COUNCIL REPRESENTATIVE'S REPORT

No report.

BUILDING COMMISSIONER'S REPORT

Sear's Hardware owners are working with the City to rescind the deed restrictions that say that the Sear's Hardware building can only be a hardware store. When rescinded the property will revert to the B-2 zoning which would possibly enable them to obtain a new tenant.

Mary Rose Estates. This has not yet been finalized. This is awaiting the City Engineer's review and approval. This has been approved by Lake County Building and Lake County Engineering.

John Calabrese is looking to sell 21 acres of land (2 of which are on the other side of the freeway) on SOM Center. Commission Wyss met with the engineering firm Polaris that has been engaged to put condos on that property. The City Engineer has suggested that he do more of a conservation district/development which would allow 16-18 detached cluster homes.

CHAIRMAN'S REPORT

Chairman Schryer will not be at the next meeting. A packet of information on the Mary Rose Estates will be prepared for review.

MOTION: John Lillich moved to adjourn.
Seconded by Mayor Weger
Voice Vote: Ayes Unanimous
Motion Passes

Adjourned at 7:30 pm.


Clerk
jdm/2/21/12


Chairman
March 15, 2012