

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

March 15, 2012

CALL TO ORDER: 7:01 pm

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

ABSENT: Madeleine Smith
James Michalski (excused until June, 2012)

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

MOTION: John Lillich moved to excuse Madeleine Smith for this evening's meeting.
Seconded by John Davis
Roll call: Ayes Unanimous
Motion Passes 5/0

Disposition of Minutes Meeting of February 16, 2012

MOTION: John Lillich moved that the minutes of the February 16, 2012 be approved as submitted.
Seconded by John Davis.
Roll call: 4 Ayes and 1 Abstention (Fiebig)
Motion Passes

ARCHITECTURAL BOARD OF REVIEW

Public Portion opened 7:04 P.M.

No public input.

Public portion closed 7:04 P.M.

1. Dale and Christine Kaprosy
Contractor: Kern Building, Inc.
2406 Michelle Court – New Home – PPN: 31-A-017-F-00-001-0
Plans stamped received by Building Department 3-6-12
Present: Craig Kern, Kern Building, Inc.

(Schryer) Applicant has approval for the site plan, soil and water and septic.

Owner/Representative Comments:

- The house plans are self explanatory.
- Samples for the exterior were presented. The house will be a mix of stone, brick and vinyl shake siding. A good portion of the front will be light colored stone. Color is Country Rubble in Antique Cream. The brick work is a darker color blend for contrast.
- Shingles on the roof are Timberline Dimensional in a gray blend to go with house color blend.
- In the back and around and on some sections of the front, there is vinyl shake siding in Cedar Impressions color for balance.
- The Pella windows, soffits, fascia board, gutters are all white

City Architect's Comments:

- It is a great design. There is detail all around; muntins are carried to the perimeters and brick all around. It uses high quality materials through out.
- What is the material in the arches? *It is a two-foot wide arch. The bottom will be brick used as soldiering. A real limestone will be used on the brick so it stands out. There are also two smaller arches.*
- The detail and materials are incredible. Who is your designer? *I am.*

Board Comments:

(Lillich) It is very impressive.

(Davis) The garage doors seem a bit plain. *They are raised panel steel embossed.*

MOTION: John Lillich moved to accept the plans as submitted.
Seconded by Mayor Weger
Roll call: Ayes unanimous
Motion passes 5/0.

2. Joseph Mance, Jr.

Contractor: Self

2837 Orchard Dr. – Addition – PPN: 31-A-008-B-00-034-0

Plans stamped received by Building Department 10-20-11

Present: Joseph Mance

Owner/Representative Comments:

- Pictures of the proposed project were circulated by the Chairman.
- It is my parents' old house last remodeled in about 1945. The center is original. The front and side were additions.
- The underlying roof structures were left inside the house. We need a lot of the weight off the house because of that roof structure.
- An 8-foot addition out the back as far as the existing wall in the back is planned.
- We plan to bring the house more up to code.
- It does not show on the drawings but the siding will be removed and completely resided.
- I will use Anderson Low-E windows.
- Ducting for forced air heating will remain but the stacks will be removed in favor of a more efficient furnace. Upstairs, I will use the Mitsubishi through-the-wall heater/air conditioning units.
- Siding will be about the same type in a taupe color on the sides but will use cedar plank siding across the front.
- The whole roof will be replaced.

City Architect's Comments:

- This is quite an undertaking.
- Do you plan to remove the entire roof from the top of the second floor on down and build a brand new roof from front to back? *Yes.*
- Are you in love with the gable in the back versus going with the more conventional hip roof on all side? *I did not think it would make a difference. I am using vaulted ceilings in the master bedroom (south side). Is it a scissors truss? No, a vault truss for the vaulted ceiling in the master bedroom. The north room will be standard. Inside it will be very dramatic but the architect has not shown how it will be constructed on the drawings.*

- I am concerned because if you vault it, you will be clear-spanning it about 32-feet, across the width of the house. You will need a structural beam down the center of the house. It would start on the outside bearing wall. There is no bearing wall in the center to frame up from. It could be trussed. A scissors truss would be half the height of the ridge line. You need to discuss this with the architect.
- We would like the addition to look like it was original on all sides. If you are residing the whole house, consider putting some detail in this saltbox style house. We always ask for trim around the windows. It could be a 4-inch trim in contrasting color, like white. Corner boards on the siding would add some detail.
- If you do stay with the gable end, we suggest some type of architectural feature in the peak.
- You have muntins on front; it is your discretion whether you have them all the way around.
- You have good detail and character in the rear. I would like to see more in on the front. *That's the reason I am putting the cedar siding across the front. The architect did not put it on the plans. I will go back to him. I am an electrical foreman used to working with blueprints. I was not comfortable with his. The architect assured me his plans would be okay.*
- The architect needs to draw what he has described instead of just telling you.

Board Comments:

(Lillich) What you are describing is not on the plans. The loft/gable needs to be drawn out in detail with how it will be done.

(Davis) We would like you to bring samples of the materials and colors.

(Schryer) The Board votes on what is on paper. That becomes permanent record for the City and the applicant.

(Wyss) On the plans, the architect shows the whole roof will be pre-engineered trusses. He conveyed stick framing but noted trusses. Before issuing a building permit, I need a truss plan. As Mr. Gallagher stated, the cathedral portion in the back can be scissor trusses in that portion which are pre-engineered. The plans need to convey exactly how you will build it.

MOTION: John Lillich moved to postpone decision on the project until the applicant meets with his architect.
Seconded by John Davis
Roll call: Ayes unanimous
Motion passes: 5/0.

3. Mary Rose Estates

Contractor: The Douglas Company

**35253 Maple Grove – Senior Congregate Care Facility (40 units) – PPN: 31-A-017-A-00-004-0 & -029-0
Final Approval – Landscaping and Sign, Building Review**

Plans stamped received by Building Department 3-09-12

Present: Eileen Nacht and Mike Wildermuth with C.C. Hodson Architectural Group,
Stan Loch (civil engineer with Aztec Engineering & Surveyors),
Bob Allison and Marianna Stanchnick with Mary Rose Estates.

(Schryer) Mary Rose Estates has not been here for awhile. They will review the building plans and the board will review and sign plans in Architectural Board of Review. The landscape design will be reviewed in Planning Commission. The Agenda needs to be changed. Tom Ackerman is not the Contractor; the new contractor is The Douglas Company.

Owner/Representative Comments (Eileen Nacht and Mike Wildermuth, architects):

- It is a three-story congregate living apartment building with 10 units on the first floor, common spaces and a community room. The outside will be a combination of vinyl siding and simulated stone using two colors of siding to break down the scale and add interest. Siding will be a wicker color with white contrasting siding and trim.
- Rendering of the view from Maple Grove shown. Windows were added and stone concentrated to the front in order to blend with the nearby structures of the hotel & Gullybrook condominiums
- Plans for the retaining wall and slope stability were developed with CT Consultants, the geotechnical Engineer and the civil engineer working with the slopes to resolve slope stability issues. The latest site plans show staying out of the ‘disturbance zone’. The underground utilities and some of the geo-thermal well fields were re-located to assure staying out of the ‘disturbance zone’ now and in the future to preserve the structural integrity of the wall. A fence was added to the top of wall in response to safety concerns.
- Rendering of the updated landscape plan shown. This latest drawing reflects the footprint and design. Hardy shade trees will be planted along Maple Grove side. There will be maples in area they cannot plant. There will be foundation plantings along the sidewalk. Existing pines that buffer the two adjacent properties will be maintained. No-mow fescue is being considered for the hillside. to help with erosion control. A patio comes off the community space. However, the raised bed garden will be postponed for now. That area will be grass until funds are available.
- A low simple ground sign (4’6”x5’6”) with two-sided internal illumination and plantings is planned at the entrance off Maple Grove.

(Lillich) What type of illumination is planned? *Probably LED. It is not on the plans.* LED light can be dimmed if needed.

(Fiebig) Where is the sign? *At the entrance visible from both directions on Maple Grove.* Does it block vision of traffic? *It is only 4-feet tall.* How far is it back from the curb? *It is about 15 feet back.*

(Schryer) The rendering shows the sign with a white top. The plans show a beige stone and a gray top. *The intent is that the stone base will be a warmer beige to go with the stone on the building.* What are the actual colors of the sign itself? *It should be white with black letters.* They have not decided what will be on the top of that sign? *We have not picked the actual colors.*

(Schryer) Will a sign company be engaged? *Yes.* The sign company should bring the sign back for review when plans are set.

City Architect's Comments:

- We are not voting on the landscape plan in ABR.
- The building was approved at the last meeting. The original motion would stand.

Board Comments:

(Fiebig) Are there light fixtures on the side of the building? *Just egress lighting. The parking lot has cut off fixtures which shed their light downward to keep light on the property and avoid glare off the road and driveway.* Is there a lighting design? *There is a site electrical plan in the package.*

(Schryer) Lighting will be reviewed in Planning Commission. Signage will have to come back for review and vote.

PLANNING COMMISSION

Public Portion opened at 7:39 P.M.

No public input.

Public portion closed at 7:39 P.M.

(Schryer) We will review the changes in the site plan. The biggest change is the wall. We will vote on the landscaping and site plan in Planning Commission. The address of Mary Rose Estates should be changed to read “35253 Maple Grove”. A new application will be completed to reflect these changes.

1. Mary Rose Estates

Contractor: The Douglas Company

**35253 Maple Grove – Senior Congregate Care Facility (40 units) – PPN: 31-A-017-A-00-004-0 & -029-0
Site Review, Plan Review**

Plans stamped received by Building Department 3-09-12

Present: Eileen Nacht and Mike Wildermuth with C.C. Hodson Architectural Group,
Stan Loch (Aztec Engineering & Surveyors),
Bob Allison and Marianna Stanchnick with Mary Rose Estates.

Owner/Representative Comments (Stan Loch, Aztec Engineering)

These are some of the concerns expressed last meeting.

- Slope Stability: Because of the concern about slope stability, a retaining wall that extends across the front was designed by Keystone. Some fill will be taken off the hill to relieve pressure on the wall. No work on the hillside itself is planned.
- Geo-Grid on the side of the slope is planned to maintain the slope on that side.
- Stormwater and drainage: Stormwater and water quality basin has been approved by CT consultants to meet SWITP requirements. There is also a water quality basin in the front.; Drainage has been split up but eventually discharges into the basin.

City Architect's Comments:

(Gallagher) What is the material of the wall? *It's a keystone gravity block that looks like a concrete block with a rough finish. Each block has an 18-inch exposed face. They have a 3-sided face that interlocks over each other. Each is set back from each other so you have a sloped wall. It is very stable.*

Board Comments:

(Lillich) How tall is the wall? *At the tallest area it is between 7-8-feet exposed and then tapers down*
(Weger) Who will be constructing the wall? *GCI is the geotechnical engineer and Keystone is their subcontractor. They both work for Douglas Company. GCI will be doing the soils testing as well as installation of the wall. There is 1.0 responsibility for this.*

(Weger) There is the same type of retaining wall in the condos behind them that is already leaning after about 6 years. After awhile the stones lean. *The geo-grid is supposed to be installed with every layer of stone. It is an earth anchor system that goes back into the hill. If it starts to lean, the problem could be with the installer or poor soil prep during construction. They will be testing the soil at each step. Keystone will be using their own registered people.*

(Wyss) The last change to the site plan required by Lake County Engineering was that they move the utility line out of the geo-grid area just in case digging would be necessary for maintenance to the water line. Digging could harm the integrity of the tie-backs. *The scale of block to slope and wall is appropriate.*

(Schryer) There was a question about lighting. *The lighting plan is included in packet on page E001. It was drawn by Thorson Baker, electrical engineer. [Plan was reviewed and discussed individually.]*

(Schryer) There are a couple outstanding items of paperwork which Building Department will sign off on as they are completed.

MOTION: Mayor Weger moved to approve the plan as presented including the landscape plan and changes in the wall and drainage. Approval will be conditional on all outstanding paperwork being completed and approved. The Sign plan will come back for review.
Seconded by John Lillich.
Roll call: Ayes unanimous
Motion passes 5/0.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

MAYOR'S REPORT

City Council and the Administration approved a job description for a Full Time Economic Development Director of the Task Force. We will be advertising in the newspaper. The initial focus of the new Director will be the West End of the City.

COUNCIL REPRESENTATIVE'S REPORT

- Council had a special brainstorming meeting on a Saturday.
- The Budget is under review for the City.
- The Economic Director job description came out of the meeting.
- Discussion about the Master Plan included dividing it into specific emphasis areas. At this time the Master Plan is being reviewed by Council President Reichelt. It will need a new Ordinance and will require three more readings.
- Council passed new legislation regarding legislation still pending at the end of a calendar year. They can be ended or extended into the new year.

BUILDING COMMISSIONER'S REPORT

Mr. Wyss distributed information about Pending projects or discussions.

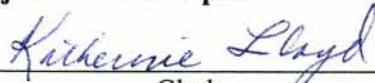
- Email from Attorney for O'Reilly Auto Parts: There are discussions about zoning, the E.I.F.S. panel sample, colors and plans, fencing, delivery schedules, traffic needs. Mr. Wyss included a GIS printout was included for the Board.
- Site Plan for Huntington Bank for a canopy addition as alternate to existing. This would be a green space and zoning or site development discussion.
- Re-plotting Pine Valley: Entire property that was split was re-platting of Block B. They may all be under the Deed restrictions.

CHAIRMAN'S REPORT

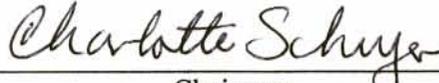
Chairman Schryer reminded Board Members to notify her about any Attendance problems. With Mr. Michalski on excused absence, we need to make sure there is quorum for each meeting.
Mr. Lillich announced that he will be away 4/23 to 5/19.

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

Adjourned at 8:20 pm.



Clerk



Chairman
April 5, 2012

Date