

MINUTES
Board of Building & Zoning Appeals
City of Willoughby Hills, OH

January 11, 2011

CALL TO ORDER: 8:00 pm
PRESENT: Chairman, Frank Cihula; Vice Chairman, John Klements
Robert Bartolotta, Ron Caporossi, Mark Kotoch
Clerk, Joan Motuza

Mark Kotoch accepted reappointment and was sworn prior to the meeting to a five-year term ending in 2015.

2011 ORGANIZATION

Nominations opened for Chairman of the Board

Mark Kotoch nominated Frank Cihula for Chairman of the Board of Building and Zoning Appeals for the year 2011. Frank Cihula accepted.

Chairman Cihula asked three times for additional nominations.

Nominations were closed.

Roll call: Bartolotta, Caporossi, Klements, Kotoch – Aye
Cihula – Abstain

2011 Chairman: Frank Cihula

Nominations opened for Vice-Chairman of the Board

Mark Kotoch nominated John Klements for Vice-Chairman of the Board of Building and Zoning Appeals for the year 2011. John Klements accepted.

Chairman Cihula asked three times for additional nominations.

Nominations were closed.

Roll call: Bartolotta, Caporossi, Kotoch, Cihula – Aye
Klements – Abstain

2011 Vice-Chairman: John Klements

MOTION: Mark Kotoch moved to affirm appointment of Joan Motuza as BZA Clerk.
Seconded by John Klements.
Roll call: Ayes unanimous.
Motion passes 5/0.

Appointment of BZA Representative to Planning Commission and Architectural Board of Review

MOTION: Mark Kotoch moved to reappoint Frank Cihula as the BZA representative to the Planning Commission and Architectural Board of Review.
Seconded by Bob Bartolotta.
Roll call: Bartolotta, Caporossi, Klements, Kotoch – Aye
Cihula – Abstain

DISPOSITION OF MINUTES OF SEPTEMBER 14, 2010

MOTION: Mark Kotoch moved that the Board approve the minutes as submitted.
Seconded by John Klements.
Roll call: Ayes unanimous.
Motion passes 5/0

CORRESPONDENCE

10/5/10, 11/05/10 & 11/29/10 To John Bertosa, City Editor, The News-Herald – advising that the BZA would not meet in October, November and December 2010.
12/10 2009 & 2010 Index of Appeals appended to Master Index
12/26/10 2011 BZA Schedule Distributed
12/26/10 e-mail to News Herald – notification of January 11, 2011 meeting.

No appeals were received to be heard at this meeting. The purpose of this meeting was 2011 Organization.

Public Portion

No public was present.

UNFINISHED BUSINESS

Publication of BZA minutes on City website.

Discussion ensued. Comments included the fact that records are easily available to anyone interested; that the BZA is a quasi-judicial Board making legal decisions; and that the Board would like the appellant to feel comfortable in sharing information. Concern was expressed regarding appellant's security if there would be internet posting of information.

MOTION: Mark Kotoch moved that the BZA publish their meeting minutes on the City Website.
Motion died for lack of second.

NEW BUSINESS

None

CHAIRMAN'S COMMENTS

Chairman Cihula reported that he along with Charlotte Schryer (Chairman, Planning Commission & Architectural Board of Review) and Kathryn Lloyd (Clerk of PCARB) attending the Zoning Workshop held on October 29, 2010.

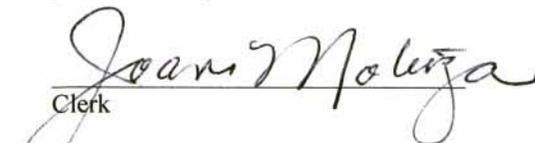
MOTION: Mark Kotoch moved to adjourn; seconded by Ron Caporossi.
Voice vote: Ayes unanimous.
Motion passes

Meeting adjourned at 8:58 pm.

Note that it is the policy of the Board to make site visits to guide them in making their decisions.

Note that BZA meetings are recorded and recordings are considered a public record.

All decisions of the Board of Building and zoning Appeals are final within the City of Willoughby Hills. Any interested party may appeal the Board's decision to the Court of Common Pleas of Lake County, as provided for by Ohio Law.


Clerk


Chairman

Date Approved: April 12, 2011