

MINUTES
Planning and Zoning Commission & Architectural Board of Review
City of Willoughby Hills, Ohio
July 15, 2010

CALL TO ORDER: 7:03 P.M.

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

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

Correspondence

- Letter dated July 6, 2010 from Frederic D. Wyss, Willoughby Hills Building Commissioner to Steve DiVincenzo RE: 2938 SOM Center Road
- Email dated July 7, 2010 from Willoughby Hills Law Director Thomas Lobe to Charlotte Schryer, Mayor Weger and Fred Wyss RE: DiVincenzo, 2938 SOM Center Road

Disposition of Minutes: Minutes of July 1, 2010

MOTION: John Lillich moved to approve the minutes of July 1, 2010 as presented.
Seconded by Mayor Weger
Roll Call: 6 Ayes and 1 Abstention (Fiebig)
Motion Passes

ARCHITECTURAL BOARD OF REVIEW

Public Portion opened 7:05 P.M.

None

Public portion closed 7:05 P.M.

1. Henry Hoge

Contractor:

2742 Rockefeller –New Elevations for New Home – PPN: 31-A-013-A-00-016-0

Plans stamped received by Building Department 7/12/10

Plans reviewed by Building Department 7/12/10

Present: Henry Hoge

Owner/Representative Comments:

- As suggested by this Board, the window was removed and replaced with a sidelight; detail on the garage door was changed and put on the plans; the windows in the back were made uniform; and, because 360 degree is necessary, muntins for all the windows are shown on the plans.

- Samples were shown of the beige double-five siding, the pewter gray 30-year dimensional Timberline shingles and the Polaris windows.
- They plan to check with a designer to coordinate the colors on the outside and inside of the house.
- The front storm door is by Larson. The main door will be a fiberglass door by Polaris.

City Architect's Comments:

- The house is a traditional Western Reserve style. A more traditional style of front door would look better.
- The muntins will help unify the design. Shutters on the front and side would help unify it even more.
- A circular, elliptical or semi-circular typhon in the gable ends will add more detail, especially in the front.
- You have the corner boards, the brick and siding all the way to grade in the back which gives style and the muntins in the windows. If you focus on the door, this would be an excellent design.

Board Comments:

(Schryer) The porch in back has two steps down. Is a handrail necessary?

(Wyss) It is not necessary but, upon inspection, it may be, depending upon the grade.

(Smith) Removal of the picture window and all the detail adds personality. Everything you have done is a plus. I would like to see a sidelight on either side of the door if there is enough room. It would add a symmetrical, traditional look, if you could do it.

(Hoge) The window treatment around the windows will be four inches. If it looks good without the shutters, do we have to put the shutters on? *(Smith) That's the finishing touch.* Regarding the sidelights, the door does seem to need something. *They dress it up.*

(Davis) All the detail ties everything together and makes the house much more inviting. The uniform presentation will help with eventual resale.

(Smith) Did you decide on the double garage door? *Yes*

MOTION: John Lillich moved to approve the plans for the home at 2742 Rockefeller as submitted with the owner having the option to install shutters or not, but the shutters are strongly recommended.

Seconded by John Davis

Roll Call: Ayes Unanimous

Motion Passes

Discussion:

(Hoge) The brick to grade in the back will look good. May I get a copy of the minutes? *Yes.*

Mr. Gallagher was excused at 7:21 P.M.

PLANNING COMMISSION

Public Portion opened 8:06 P.M.

None

Public portion closed 8:07 P.M.

1. Steve DiVincenzo

Contractor:

2938 S.O.M. Center Rd. – Telemarketing with 8 Employees – PPN: 31-A-005-G-00-029-0

Present: no one

(Schryer) We need to finish discussion on this application. Everyone received the letter from the Building Commissioner and the email from the Law Director regarding 2938 SOM Center Road. The Planning Commission needs to make a ruling.

Owner/Representative Comments:

None

MOTION: Mayor Weger moved to approve the telemarketing business with eight employees at 2938 S.O.M. Center Rd.
Seconded by John Lillich

Discussion:

(Michalski) I was away. Where is this property?

(Weger) It is located at the old Trail of Pines. The motion was made in the affirmative but the business does not meet code requirements.

(Lillich) Nothing about this meets code.

(Schryer) Mr. Lobe was very clear.

**Roll Call: 6 Nays and 1 Abstention (Fiebig)
Motion Fails**

UNFINISHED BUSINESS

None

NEW BUSINESS

None

MAYOR'S REPORT

- Gale's Farmer's Market is coming along. The glass doors and glass are in. The roof is done.
- Mario Fazio's did their paving today and they are doing the striping right now.
- The city project near Mario Fazio's has involved putting in controls for the pump station, generator in the back and curbing work for the easements. Wiring is now all underground. The pump station should be online in about two weeks.
- Controls are up on the Rt. 91 pump station.
- Wright Place has their exterior work almost complete. The inside work was just started due to a delay because the application was not submitted to Lake County right away.

MEMBER'S REPORT

None

COUNCIL REPRESENTATIVE'S REPORT

None

BUILDING COMMISSIONER'S REPORT

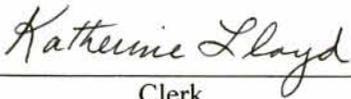
- An inspection of a ditch on Willow Lane was done today in response to a resident's concern. The contractor is doing a good job with restoration. Hydro-seeding and mulch is being put down.
- Madeleine Smith asked about the child's bus shelter on River Rd. that has been unfinished for years. Directions were given to the Building Commissioner.
- Charlotte Schryer asked when Gale's Farm Market would bring their signage plan and whether the fence was fixed. There was additional discussion about the location, possible visual distraction of the new building, the parking lot being lowered, the landscape plan and the importance of maintaining the landscaping.

CHAIRMAN'S REPORT

None

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

Adjourned at 7:33 P.M.



Clerk



Chairman

Date Approved Aug 5, 10