

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

**July 2, 2009**

**CALL TO ORDER:** 7:04 P.M.

**PRESENT:** Chairman Charlotte Schryer, Vice Chairman James Michalski, Mayor Robert Weger, Council Representative David Reichelt, John Lillich and John Davis

**ABSENT:** Madeleine Smith

**ALSO PRESENT:** BZA Representative Frank Cihula and Clerk Katherine Lloyd

**MOTION:** David Reichelt moved to excuse Madeleine Smith for tonight's meeting  
Seconded by James Michalski  
**Roll Call: Ayes Unanimous**  
**Motion Passes**

**Disposition of Minutes:** Meeting of June 18, 2009

**MOTION:** Mayor Weger moved to accept the Minutes of June 18, 2009 as submitted.  
Seconded by David Reichelt  
**Roll Call: 5 Ayes and 1 Abstention (John Lillich)**  
**Motion Passes**

**ARCHITECTURAL BOARD OF REVIEW**

No Pending Projects

**Public Portion:** None

**PLANNING COMMISSION**

No Pending Projects

**Public Portion:** None

**MASTER PLAN REVIEW**

**Board Review**

John Lillich did not get the email with draft of Master Plan. There were problems with file size and server limits. John Davis suggested that the draft be uploaded to Box.net from which the board could download the material. Access information would be sent to board members. David Reichelt suggested that the draft be segmented chapter by chapter. Consensus: Clerk will segment the draft, upload it and send access information to the board members.

**Public Portion for Master Plan Review**

Public Portion Opened 7:11 PM

None

Public Portion Closed at 7:11 PM

### **Unfinished Business**

#### Sign Code:

A copy of the new terminology for 'raised signs' was sent out and a copy was in the packet.

Discussion included:

- Criteria for 'raised signs' needs to specify their use in the B-2 and B-3 districts.
- Remove the term 'pole signs' and add the term 'raised signs' from 1103.02 Definitions of the Code. Change the term 'pole signs' to 'raise signs' in 1151.06 Prohibited Signs in the code. A copy of the change in terminology will accompany in Definitions and Prohibited Signs will accompany the proposed changes in Sign Code when it goes to Council.
- Existing Code covers requirements for ground signs.
- Raised signs cannot be closer that 300 feet
- The 'raised sign' category and criteria will be added to Current Code 1151.05(f) so that it applies to freestanding and/or raised signs
- Concerns about wattage on existing signs should be referred to Building Commissioner and PCABR
- The Mayor will get measurements on existing signs in city to and add the measurements to photos of signs.

#### Public Forum on the Drilling for Oil and Natural Gas sponsored by Lake County Planning Commission at Morley Library in Painesville on June 18, 2009

John Lillich reported on the forum. A copy of a memo sent by John Lillich to Chairman Schryer was included in board packets and is attached to these minutes. The memo lists the six goals of legislation proposed by Senator Grendell and the ODNR in order to return local control over permits and drilling. The proposed Grendell NEOGAP legislation is presented under the title of Northeast Ohio Gas Accountability Project (NEOGAP). It is more responsive to environmental and local control than the Niehaus reform of the Niehaus 2004 bill.

Discussion at the Forum clarified a number of questions:

- Minimum drilling unit: When the 1890 law was changed in 2004, it did not change the minimum unit. It has been and continues to be both 20 acres and 40 acres depending on how deep the well needs to be.
- Legislation wants to eliminate mandatory Pooling: If your property is needed to make a minimum acreage pool, they do not need to take it to a judge to mandate your involvement. A percentage of profit does go to all participants.
- Safeguards needed to prevent disasters: explosions, pollution of water wells and the water table and regulation on capping wells.
- Time Limits: Company can sign an open-ended lease unless lessor insists on time limits. Signed leases increases the value of the company or the amount a company can borrow.
- Space needed between homes and businesses and oil or gas wells.

Participation in planning and negotiations for permits to drill: The city would need to indicate their interest to participate by letter and be registered. Then the city can send a representative. Before they go, the city needs to develop and adopt city policies and guidelines. John Lillich is the designated representative. Council will write the letter.

A pamphlet from Lake County Soil and Water was brought back for board review.

**New Business**

None

**Mayor's Report**

Mr. Osborne has indicated interest in a subdivision on Maplegrove with one-acre lots. There is a meeting next week. Septic systems are okay on one-acre lots.

**Council Representative's Report**

None

**Chairman's Report**

None

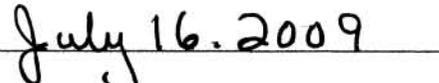
**Adjournment**

**MOTION:** James Michalski moved to adjourn.  
Seconded by Mayor Weger  
**Voice vote: Ayes unanimous**  
**Motion passes**

Adjourned at 8:05 P.M.

  
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Clerk

  
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Chairman

  
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