

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

October 1, 2009

CALL TO ORDER: 7:05 P.M.

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

ABSENT: John Lillich

ALSO PRESENT: City Architect William Gallagher, City Engineer Richard Iafelice,
BZA Representative Frank Cihula and Clerk Katherine Lloyd

MOTION: Jim Michalski moved to excuse John Lillich
Seconded by Madeleine Smith
Roll Call: Ayes Unanimous
Motion Passes

Disposition of Minutes: Meeting of September 17, 2009

MOTION: David Reichelt moved to accept the minutes of September 17, 2009 as
written.
Seconded by James Michalski
Roll Call: Ayes Unanimous
Motion Passes

ARCHITECTURAL BOARD OF REVIEW

Public Portion opened at 7:08 P.M.

None

Public Portion closed at 7:08 P.M.

1. Gale's Garden Center

Contractor: N/A

2730 S.O.M. Center Road – Farmer's Market - PPN: 31-A-006-B-00-020-0

Plans received in Building Department 9/23/09

Plans reviewed by Building Department 9/23/09

Present: Joe Meyers, architect

Owner/Representative Comments

The drawing is the same as the last meeting. The Farmer's Market has a standing seam metal roof. Gale's will paint the roof of the Garden Center to match the Farmer's Market. There will be cedar siding. The columns around the railing and the face of the building stone will be shadow rock stone.

City Architect's Comments

- Do you know what they are planning for the signage? *I think it will be individual letters on a box raceway.* We would like the signage to be appropriate for the building.

- Is the cupola a manufactured unit and is it exact size and scale? *It is exact size and scale. The unit will be built offsite for this project.* Perspective on the elevation seems disproportionate. We would ask that you look at it from the ground perspective to make sure that it is proportionate to the building.
- We have had much discussion about this building and these plans. I have nothing further.

Board Comments:

(Davis) If they expand their service, will they be able to expand beyond the prep sink? *Yes*
(Reichelt) Are we approving the signage shown on the building? *(Schryer) They will probably need to bring in their signage plan because they may be adding some ground signs. So the sign shown on the building is conceptual? Yes, that is the location of the sign. The sign company will come back*

MOTION: David Reichelt moved to approve the plans for the Farmer’s Market at 2730 S.O.M. Center Road as submitted
Seconded by Jim Michalski

Discussion:

(Smith) I still do not like the location of the building or the configuration of the parking lot. It is not a reason to vote against it, but is not what I envisioned for that corner. The parking lot could still have been configured better for the traffic. I am concerned about someone getting hurt.

**Roll Call: Ayes Unanimous
Motion Passes**

2. James and Kali Javoris

Contractor: P. Perrino Builders

2382 Pine Valley Drive – New Home - PPN: 31-A-017-D-00-033-0

Plans received in Building Department 9/10/09

Plans reviewed by Building Department 9/25/09

Plans received by CT Consultants 9/11/09

Plans stamped approved by CT Consultants 9/13/09

Present: Pat Perrino of P. Perrino Builders

Owner/Representative Comments

The house has a first floor master bedroom. It will have Prestige stone with sand-colored siding and white trim. The roof will be black Landmark shingles. Sample of the stone showed the mortar.

• **City Architect’s Comments**

- The drawing shows most of the things we usually ask. It has muntins, same window styles and trim boards throughout. We like seeing it on all sides.
- You show the stone returns on the main entrance but not on the one garage side. *He missed it there.* So it is out of place but it is on the side elevation on page A5.
- It is a nice design with good colors.

Board Comments:

(Schryer) The Building Commissioner has comment that needs to be part of the motion.

(Wyss) If there are more than two steps, you need a landing 1 ½ inches below the sill at the entry way. Because the house does not have a porch, it needs a landing.

(Reichelt) Under the bay windows, it says there will be exterior grade plywood panels. *It is not plywood; it is painted MDF, a finished luan.* It is painted? *All of the trim of the bay will be painted.* I am surprised that you need to paint on an otherwise maintenance-free house. *It is difficult to box a bay in vinyl. It just doesn't look right.*

(Weger) We won't have any more 'open house' signs in the ROW or city property? *I apologize for that.*

MOTION: James Michalski moved to approve the house at 2381 Pine Valley with the comment that the builder will incorporate the landing being 1 ½ inches below the threshold.
Seconded by David Reichelt

Discussion:
(Perrino) Is there a certain size that it needs to be before it goes into the step? (Wyss) *There needs to be a landing outside any exterior with steps; it needs to be 3-feet.* I will pour a concrete landing leading up to the step.
(Smith) It is a very attractive plan.

Roll Call: Ayes Unanimous
Motion Passes

3. Daniel Philipp
Contractor: Owner
2423 Pine Valley Drive – Attached Out Building - PPN: 31-A-017-D-00-004-0
Plans received in Building Department 9/23/09
Plans stamped approved by Building Department 9/23/09

Present: Daniel Philipp

Owner/Representative Comments

The house is less than four years old. The siding and brick on the attached building will match the house. Pictures of the house were distributed.

City Architect's Comments

- It is a nice design that fits with the shapes. The photographs are helpful. We just ask that trim, the windows and colors match all the way through.
- The access is seems to be over the septic tanks. *The septic is at the end of the driveway. The line might run through there.* Don't drive anything heavy over it and be careful that you do not dig too deep.
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Board Comments:
None

MOTION: David Reichelt moved to approve the drawings for the attached outbuilding at 2423 Pine Valley as submitted
Seconded by Jim Michalski
Roll Call: Ayes Unanimous
Motion Passes

4. Gabe and Kelly Loiczly

Contractor: One Man and A Hammer, Inc.

2675 Deer Run – 2 Car Attached Garage Addition - PPN: 31-A-011-A-04-009-0

Plans received in Building Department 9/24/09

Plans stamped approved by Building Department 9/25/09

Present: Gabe and Kelly Loiczly and Bob Gallese (contractor)

Owner/Representative Comments

- We will ‘thin-brick’ the face of the new garage, the face of the existing garage, the side of the existing garage that faces the cul-de-sac and the return wall on the back of the existing garage. We will use Glen-Gery brick in the Bayhill color. Photographs with different views of the area were distributed.
- The gable peak on the front of the garage will have same vinyl shake siding to match (indicated on drawing)

City Architect’s Comments

- The photos are helpful. It is not shown on the drawing but you will need to have a 2-foot return on the new garage side.
- How are you terminating at the windows? *There will be brick mold at the windows.*
- Our concern about matching the materials will be resolved because you are re-doing the entire front.
- How will you match the shingles? *We will match what is on the house. They are still available. The color of shingle sample is almost an exact match. After a couple years of fading, it will match. How old is the roof? We bought the house in 2002. It was built in about the late 80’s. Is it a dimensional shingle? Yes. Then it probably has been replaced at least once.*
- They are doing a nice job of improving it and have nice color selection.

Board Comments:

(Reichelt) Will the sides be vinyl shake? *Yes, all the siding will be replaced with shake siding. Have you considered putting a single garage door in the back of the garage for access to the backyard? We did, but do not like the how it looked from the backyard. We do have a man-door.*

(Schryer) Is 15 feet from the corner of the garage to the property line measured from the building or the overhang? *It is to the building. There is supposed to be 15 feet from the overhang. I am not certain how accurate the site plan .It was difficult to get the drawing. It is a 1-foot overhang.*

(Reichelt) You could tighten it up a bit or go the BZA.

(Michalski) You could get an accurate field dimension. *Should we get the lot surveyed?*

(Smith) That would be the safest solution.

(Wyss) Would it affect the design of the garage to move it back? You can pick up some distance because the lot line is at an angle. We do need an accurate lot line. *I hate to shrink the garage. I will take a look at it again. I was told that it was to the building. We will have a surveyor ‘shoot the line’.*

(Wyss) We can approve it conditionally with the stipulation that there is a sideline marked so they can be verified.

(Schryer) If you change the dimensions of the garage, you would need to do the side and front elevations again. *It would not change the architectural aspects of the building.*

(Michalski) We could leave it to the Building Commissioner because they would not be changing the features

MOTION:

David Reichelt move to approve the plans for the two-car attached garage addition at 2675 Deer Run as submitted with the condition that the side line is

surveyed to get a point of reference for the Building Commissioner and if there are any major architectural changes, it will come back for further review. Otherwise, it would be addressed by the Building Department.

Seconded by Jim Michalski

Roll Call: Ayes Unanimous

Motion Passes

Mr. Gallagher left at 7:50 PM

PLANNING COMMISSION

Public Portion opened at 7:50 P.M.

None

Public Portion closed at 7:50 P.M.

Unfinished Business

Sign Code:

1) The definitions have been rewritten. Pole sign was struck out. Definitions for freestanding sign, Pylon sign and raised sign were added back in. Since the word 'permanent' is not in any other definition, it was taken out of the monument sign definition. Pylon sign will read 'enclosed by a cover. A definition for tenant sign will be added.

2) The maximum height and size areas in Schedule 1151.05(e) were reviewed. Concerns about proliferation of high raised signs, proportion of sign area to height, number of signs vs. the amount of frontage, and signs that would be made nonconforming were discussed. Consensus was that the following would be changed in Schedule 1151.05(e):

- B-3 District Tenant Signs will be a maximum area 200 sq. ft per face and 32 feet high.
- B-2 District Tenant Signs will remain a maximum area of 50 sq. ft. per face and 16 feet high.
- B-3 District Raised Signs will be a maximum area of 150 sq. ft. per face and 32 feet high.
- B-2 District Raised Signs will be a maximum area of 75 sq. ft. per face and 6 feet high.

The O'Brien sign is excluded by ordinance. The Sunset Provision in the Sign code application to Section (c) (4)D(f)(c) was discussed. At the end of seven years, legally nonconforming raised signs will need to come down. Change of ownership and face changes do not affect conforming status.

New Business

The Zoning Code Workshop will be November 13, 2009. Application is made on line, but a purchase order is necessary. The cost is \$85.00 each. The Mayor cautioned against unnecessary spending. The deadline is October 31st, but it fills up fast. This will be discussed further discussion at the next meeting

Mayor's Report

None

Council Representative's Report

None

Building Commissioner's Report

FEMA has approved the digital firm maps (DFRM) for the flood plains for Lake County. In the past, they were individual city maps. Now there is one digital map for the whole county. We have the disc but CT has the program that will print them off. CT will be printing individual maps.

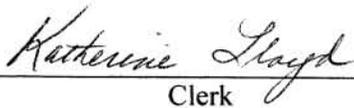
The maps will need to be approved by codified ordinance by Council by February 10, 2010. We need to include the map date as the effective date. I have been working with Chagrin River Watershed Partners, Inc. They did a nice job of comparing our present code with the Model Code that ODNR provided. Changes to the Model Code affirm what we have been doing anyway and are law. Having these in the Code strengthens the City in case anyone challenged having to conform. The Law Director and I are reviewing this in-house. The Board needs to review 1169. A copy of the Model Ordinance and the CRWP report will be provided for the Board.
(Schryer) It will go on the Agenda once the Law Director has finished his review.

Chairman's Report
None

Adjournment

MOTION: James Michalski moved to adjourn.
Seconded by David Reichelt
Voice Vote: Ayes Unanimous
Motion Passes

Adjourned at 8:23 P.M.


Clerk


Chairman

