

MINUTES
Planning and Zoning Commission & Architectural Board of Review
City of Willoughby Hills, Ohio
October 16, 2008

CALL TO ORDER: 7:03 P.M.

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

ABSENT: Mayor Robert Weger, Council Representative David Reichelt

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

MOTION: John Lillich moved to excuse the absence of Mayor Weger.
Seconded Madeleine Smith

Roll Call: Four Ayes and One Abstention
Motion Passes

Council Representative David Fiebig is here tonight in place of Council Representative David Reichelt

Disposition of Minutes: Minutes of October 2, 2008

MOTION: Madeleine Smith moved to approve the minutes of October 2, 2008 as submitted.
Seconded by John Lillich

Roll Call: Ayes Unanimous
Motion Passes

ARCHITECTURAL BOARD OF REVIEW

Public Portion

Public Portion opened at 7:05 P.M.

None

Public Portion closed at 7:05 P.M.

1. BP Products NA, Inc

Contractor: Paul Landa, State Permits

2865 Bishop Rd – New Signs – PPN: 31-A-008-D-00-034-0

Plans stamped received in Building Department 10/3/08

Plans stamped approved by Building Department 10/7/08

Present: Nita Carter for State Permits on behalf of BP

Owner/Representative Comments

- We are requesting a remodel and upgrade. The 'AM-PM' is being upgraded so BP customers know there are two services, fuel and quick food. We will be painting so the traditional logo stands out
- We will change the pylons out front by putting vinyls and 'AM-PM' on
- We will take out a few signs, including the halo. The building will be patched and repainted.

Architectural Comments

- They were before us for the other site on SOM Center, which turned out nice. The colors are nice. It has a fresh look.

- Were there other signs like ‘Pop’ on the other locations? *Those are thematic signs that are changed seasonally. It is a removable framed plastic sign with a little billboard inside. At the other location, they were installed on the right and left side. They are on both sides at this location also. So it is an applied element that sticks on the brick surface? Yes, it is not a vinyl.*
- My concern was that there was some backing that makes it look permanent. *It will have about a 1-inch plastic frame with a paper billboard on the inside.*
- It is a good improvement

Board Comments

(Smith) It is very appealing.

MOTION: John Lillich moved to approve the upgrade of the signs and building as submitted.

Seconded by Madeleine Smith

Roll Call: Ayes Unanimous

Motion Passes

2. Ivan Susic

Contractor: Ivan Susic

36165 Chardon Rd – Sun Room addition – PPN: 31-A-011-0-02-041-0

Plans stamped received in Building Department 10/10/08

Plans stamped approved by Building Department 10/10/08

Present: Ivan Susic

Owner/Representative Comments

We are proposing a three season sunroom.

Architectural Comments

- It is a nice design. It captures the essence of the house with the brick and muntins on all the windows. You will be matching the double hung styles. You have done a nice job matching the materials and the detail. It does not look like an addition.
- It is a flat roof but you are putting shingles on the roof. That gives it a nice quality finish.
- The sliding French door has a prairie style window but there are muntins on all the other windows. It might look better if the style of door was similar to the windows with all the muntins. *I could do that.*

Board Comments

(Smith) Will you put Ice Guard under the shingles on the flat roof? *Yes, it is on the plans.*

MOTION: James Michalski moved to approve the plans as submitted.

Seconded by Madeleine Smith

Roll Call: Unanimous

Motion Passes

3. Brian & Tracy Picard

Contractor: Home Owner

36711 Beech Hills Dr – Addition – PPN: 31-A-011-0-00-011-0

Plans stamped received in Building Department 10/10/08

Plans stamped approved by Building Department 10/10/08

Present: Brian & Tracy Picard

Owner/Representative Comments

- We moved in a little while ago. The house was small but had a good amount of property. We are now adding a bedroom, a bathroom and an office.
- The addition extends 30-feet directly off the side and is set back 17-feet. It matches the addition on the other side of the house in terms of looks from the outside. The set back matches.

Architectural Comments

- On the front, something is started but it is marked for the future? *We have considered a roof over the front entrance way. It is not part of this design? No.*
- Is that a deck in the back? *There is an existing deck. It shows in the photographs. There is a covered portion by the back sliding door and it extends across under the back door.*
- The elevations state existing aluminum siding and new vinyl? Will you be matching what is there? *The existing dark yellow vinyl siding is older. We don't like the color. We intend to put tan vinyl on the addition with a plan to replace siding on the house with matching vinyl in the near future. Will you paint the existing vinyl to make it look uniform? We will put vinyl on the whole house.*
- What is the material you are using to detail the windows and trim board? *Currently, the casing is aluminum siding backed 3 3/4-inch around each window. We will put plywood on the outside of the house and then put vinyl casing around it to match so that it is the same size as the rest of the windows. When we replace the rest of the vinyl, we will do the same thing.*
- How will you match the shingles? *We will put on exactly the same 3-tab single 25-year shingles as the existing roof which is about 5 years old. It will be the same reddish-brown.*
- I like all the windows in it and what you are doing on the sides. There are plenty of openings. You are catching the over hangs and trying to match it. You are doing a nice job.
- Will the foundation match? *They are both cinder block. The house foundation is painted. The addition will match. We will be exposing the same amount of block.*

Board Comments

(Smith) Would you considering painting the existing vinyl and aluminum to match until you replace it? *We want to get this project done and spend the time and money on the replacement. Even if we painted, the size of the siding would still be different. If it looks like replacement will take more than two years, we will paint. We want it to match.*

MOTION: James Michalski moved to approve the plans as submitted.
Seconded by Madeleine Smith
Roll Call: Unanimous
Motion Passes

Mr. Gallagher dismissed at 7:23 PM

PLANNING & ZONING COMMISSION

Public Portion Opened 7:23 PM

None

Public Portion Closed 7:23 PM

Unfinished Business

None

New Business

None

Mayor's Report

None

Council Representative's Report

1. Residential Exterior Maintenance Code

The Council Rules Committee has begun discussion on this. The next meeting is on Monday, October 20, 2008 at 7:00 PM in Council Chambers.

2. Priority Development Areas & Priority Conservation Areas for the Chagrin Valley Watershed

The overlay map shows where watershed areas are. Council may adopt it as the official watershed map. By being one of the participating cities, it would allow the Conservation District to apply for monies from federal or state agencies. There would be no change in our zoning.

Building Commissioner's Report

Mr. Grk presented a plan to split his 2+ acre lot. It is accessed off a CEI ingress/egress easement off Eddy Road. CT Consultant and the Law Director have determined that his 50-foot easement right on CEI land does not give him utility rights or anything else for access to the property. He has property on Eddy Road. He could write up utility easements from that property to get sewers to the 2+ acres. He needs to go to BZA first, rather than PC/ABR.

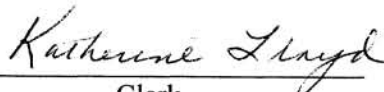
Chairman's Report

Master Plan: The meeting tonight was attended by most of the Board. Notices were on the TV and the Willoughby Hills website, but not the newspaper. We will make sure notice is sent to the newspaper.

Adjournment

MOTION: John Lillich moved to adjourn
Seconded by Madeleine Smith
Voice vote: Ayes unanimous
Motion passes

Meeting adjourned at 7:34 P.M.



Clerk



Chairman

