

**DESIGN REVIEW BOARD
CITY OF WILLOUGHBY
REGULAR MEETING MINUTES
MAY 1, 2019**

PRESENT: Dan Volpe; Paul Garcia; Adam Brown; John Perkovich, Chairman

ABSENT: Bill Henrich

OTHERS: Vicki Grinstead, Secretary

Chairman Perkovich called the meeting to order at 7:00 p.m.

OLD BUSINESS

The Bar Fitness

38016 Euclid Ave.

(Heath Wenzel, Owner)

(2) Non-illuminated wall signs

Mr. Brown moved to permanently table the application for The Bar Fitness, 38016 Euclid Ave., Willoughby, OH per the applicants request and Mr. Garcia seconded.

ROLL CALL: Yeas: Mr. Brown; Mr. Garcia; Mr. Volpe; Chairman Perkovich
 Nays: None
 Absent: Mr. Henrich

Motion Carried: Permanently tabled

Chairman Perkovich said there was no one present to represent Yogi's Closet and the Board will move on to New Business.

NEW BUSINESS

Rebecca McFarland

37604 Euclid Ave.

Paint exterior of home/shutters

Ms. McFarland, 37604 Euclid Ave., Willoughby, OH is representing her application.

Ms. McFarland said the house is in need of painting and she picked a shade of gray that she thought would look period correct. She presented a picture of the home showing the new paint color to the Board (in record, 5/1/19). The shutters will be a very dark gray and the trim will be white.

Mr. Garcia moved to approve the application for the McFarland residence, 37604 Euclid Ave., Willoughby, OH 44094 as submitted and Mr. Brown seconded.

ROLL CALL: Yeas: Mr. Garcia; Mr. Volpe; Mr. Brown; Chairman Perkovich
 Nays: None
 Absent: Mr. Henrich

Motion Carried: Approved

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Jeffrey Allen
38110 Wilson Ave.

New metal roof

Mr. Jeffrey Allen, 38110 Wilson Ave., Willoughby, OH is representing his application.

Mr. Allen said he would like to replace the existing roof with a black metal roof. The existing roof has a couple of layers of shingles and some of the underlayment is exposed. He presented the board with a picture of the home and roof colors. (in record 5/1/19). He will tear off the existing roof and replace it with the black metal roof (showed sample to Board). All of the materials are all recyclable. The roof is period correct. Mr. Allen said he owns rental properties and he will be installing the roof himself. The porch and main roof will be replaced. The canopy will not be replaced at this time.

Mr. Volpe moved to approve the application for the metal roof for the Allen residence, 38110 Wilson Ave, Willoughby, OH 44094 as submitted and Mr. Garcia seconded.

ROLL CALL: Yeas: Mr. Volpe; Mr. Brown; Mr. Garcia; Chairman Perkovich
 Nays: None
 Absent: Mr. Henrich

Motion Carried: Approved

Mr. Garcia moved to untable Old Business for Yogi's Closet, 4050 Erie St., Willoughby, OH and Mr. Volpe seconded. (*Ms. Vodopivec arrived late to the meeting*)

ROLL CALL: Yeas: Mr. Brown; Mr. Garcia; Mr. Volpe; Chairman Perkovich
 Nays: None
 Absent: Mr. Henrich

Motion Carried: Untabled

Yogi's Closet
4050 Erie St.
(Angela Vodopivec, Owner)

**(1) Non-illuminated canopy sign
w/text & logo**

Ms. Vodopivec, Owner of Yogi's Closet, 4050 Erie St., Willoughby, OH is representing her application.

Ms. Vodopivec is replacing the existing maroon canopy with a new gray tweed canopy with white lettering. The logo will be on the slant portion and the name of the business on the valance. They will be utilizing the existing frame and just changing out the fabric.

Mr. Garcia moved to approve the application for Yogi's Closet, 4050 Erie St., Willoughby, OH 44094 and Mr. Brown seconded

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ROLL CALL: Yeas: Mr. Garcia; Mr. Volpe; Mr. Brown; Chairman Perkovich
Nays: None
Absent: Mr. Henrich

Motion Carried: Approved

The Morehouse

4054 Erie St.

(Rep.- Seamus Coyne, Owner)

New horizontal fence

Mr. Coyne, Owner of The Morehouse, 5159 Karen Isle, Willoughby, OH is representing his application.

Mr. Coyne said they are in the process of expanding The Morehouse's outdoor patio and had to remove the existing fence. Their original plan was to use the same style fencing but decided to install a horizontal style 5 ft. high privacy fence. It will be treated 1 x 6 wood, and will be stained a clear finish this fall once it has weathered. It will be installed around the entire perimeter of the patio. There will be two openings on the patio; one will be a double door and the other would be a single door to access the dumpster.

Mr. Brown moved to approve the application for The Morehouse, 4054 Erie St., Willoughby, OH 44094 as submitted and Mr. Garcia seconded.

ROLL CALL: Yeas: Mr. Brown; Mr. Garcia; Mr. Volpe; Chairman Perkovich
Nays: None
Absent: Mr. Henrich

Motion Carried: Approved

Rebecca Gibson

4396 River St.

Front porch addition/vinyl siding

Ms. Gibson and her fiancée Drew Puckrin, 4396 River St., Willoughby, OH are representing this application.

Ms. Gibson is here to replace her front porch and vinyl side the home. Ms. Gibson said they will be before the Board of Zoning Appeals for the front setback issue, because with the porch addition they will only be 14' from the sidewalk. The porch addition will allow them to have more of an exterior living space because their garage is right outside the back door and they do not have a back patio. There are homes in the Historical District that have similar porches.

Chairman Perkovich said the porch will be deep on the right side of the house, 18 feet, and Ms. Gibson said that was correct.

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Mr. Brown asked if they will be expanding off the existing roofline. Mr. Puckrin said there is a gabled roof over one bedroom. They will have to butt up to that gabled roof because they have to meet a 3/12 pitch to handle the snow load for a roof that large.

Ms. Gibson said the railing will be a simple square wood spindle railing. They will also be replacing the existing concrete porch with wood. The existing concrete is cracked and one of the posts is not supporting the structure and is a safety hazard. The vinyl siding will be tan with all white trim. Mr. Puckrin said the porch will be stained with a clear finish in approximately one year after it has weathered.

Chairman Perkovich said his only concern, from a design standpoint, and without a scale drawing, is that it is difficult to tell what it will look like with the 3/12 pitch. He is not seeing where the header comes in relation to the windows etc. He would like Ms. Gibson to present a scale drawing prior to obtaining the building permit. He would like to see the details for the porch and the actual types of spindles etc. Mr. Puckrin said he has an architect in office and will have that drawn up.

Chairman Perkovich said their approval will also be contingent upon the approval of the setback issue with the Board of Zoning Appeals on May 22, 2019.

Mr. Garcia moved to approve the application for the Gibson residence, 4396 River St., Willoughby, OH 44094 with the stipulations that a scaled architectural drawing be submitted to the Board prior to picking up the building permit and contingent upon the Board of Zoning Appeals approval at the May 22, 2019 meeting for the new wood porch and tan vinyl siding and Mr. Volpe seconded.

ROLL CALL: Yeas: Mr. Garcia; Mr. Volpe; Mr. Brown; Chairman Perkovich
 Nays: None
 Absent: Mr. Henrich

Motion Carried: Approved

Vitalone's Towing

4041 Erie Street

(Rep.- Nick Vitalone, Owner)

Fence for impound lot

Mr. Nick Vitalone, Owner of Vitalone's Towing, 5468 Nan Linn Dr., Willoughby, OH is representing his application.

Mr. Vitalone said when he was in front of the Board last fall and discussed a stop gap measure to essentially screen the existing fence until they decided if they were going to move their business. They ordered slats for the existing chain link fence and were unable to install them because the fence was in such disrepair. They would like to replace the fence from the gate on Elm St., around the corner for the full length of Erie St. They did not consider a horizontal fence because of the security risk that someone could climb up and over that style fencing.

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He submitted three options to the Board for fencing and will be 6 feet in height. Option #1 is board-on-board, Option #2 is a wood vertical privacy fence and Option #3 is chain link with slats.

Chairman Perkovich said his opinion is Option #2 is more in keeping with what the Board is looking for and understands the security risks with a horizontal fence. Also at the previous meeting Mr. Vitalone said they had issues with clearing poisonous brush and this style fence will be the least problematic when it comes to the brush growing back and coming through the fence.

Mr. Vitalone said they are siding with the chain link style fencing because this fence has more give if a car happens to be pushed up against it and would be easier to repair.

Chairman Perkovich said he prefers the two-tone effect for the wood color of the fence provided in the rendering and Mr. Vitalone agreed.

Mr. Vitalone said they will keep the brush trimmed back in the other parts of the fence, but will not trim it down too far so it hides some of the items in the impound lot. Mr. Vitalone asked if the Board if they were ok with the rest of the fence. Chairman Perkovich stated they would like a timeframe as to when they would replace the rest of the fencing if moving their business is off the table. Mr. Vitalone said they would not be in a position by the end of this year to move. Chairman Perkovich said they would consider this Phase I and they can do Phase II one year from today.

Mr. Vitalone said his contractor is 4-6 weeks out and asked what a reasonable time would be to have the fencing installed. He asked for 60 days and Chairman Perkovich agreed that is a reasonable time period.

Mr. Brown asked if the gate would remain chain link. Mr. Vitalone said yes and they would add the black slats on the chain link fence for screening purposes. Mr. Garcia and Mr. Volpe also like Option #2 with the two-tone stain. The fence will be stained after it has time to weather. Mr. Vitalone said he would like the spacing to be 10' instead of what is presented in the picture which looks like a 6' solid fence. Chairman Perkovich said a solid fence is preferable in this case.

Mr. Brown moved to approve the application for Vitalone's Towing, 4041 Erie Street, Willoughby, OH 44094 and allow Option #2 as presented with vertical wood slats with the spacing being 10' instead of 6' and a two-tone stain color, but will allow 6 months from today for the wood to weather before staining. Also the Board will require Vitalone's Towing to return one year from today to revisit the rest of the fencing, including the gate and Mr. Garcia seconded.

ROLL CALL: Yeas: Mr. Volpe; Mr. Brown; Mr. Garcia; Chairman Perkovich
 Nays: None
 Absent: Mr. Henrich

Motion Carried: Approved

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Citizens Bank

4015 Erie St.

(Rep.- Jeff Deeds, Visconsi Companies)

Signage

Mr. Deeds of Visconsi Companies, 30050 Chagrin Blvd., Pepper Pike, OH agent for Citizens Bank, 4015 Erie Street, Willoughby, OH is representing this application.

Mr. Deeds said there are 3 types of signs, building signs, monument signs and the ATM signage. He explained to the Board where the wall signs were on the building and will internally lit. They are under what is allowable for wall signage for the building. He showed the Board a sample of the Citizens Bank green for the sign color. Citizens Bank gave an easement to the City on the corner of Erie St. and Mentor Ave. so they could install some type of landscaping/art, where they were originally going to put their monument sign. The city, in turn, allowed the bank to install two smaller monument signs, one on Mentor Ave. and one on Erie St. These monument signs will be internally lit. These two signs along with the ATM are over their allotted area, and will require a variance from the Board of Zoning Appeals. He understands this Board's approval will be contingent upon the Board of Zonings approval.

Originally the first submittal they asked for two ATM machines under a canopy attached to the building, but felt it would cause a safety conflict. They decided to construct a standalone ATM at the east end of the parking lot.

Chairman Perkovich asked if the transoms above the windows will be green or is that branding as well and Mr. Deeds said just green. Chairman Perkovich also stated they typically prefer halo back lit or gooseneck lit signs and cited an example. Mr. Garcia agreed with Chairman Perkovich in regard to the softer lighting. The individual letters and logo are mounted directly to the wall. There was some discussion in regard to how Fifth Third's signage is being illuminated. Chairman Perkovich does not have an issue with the two monument signs being internally lit since they are on the smaller side. Mr. Garcia said he does not want the monument or wall signs internally illuminated. Chairman Perkovich told Mr. Deeds that the monument signs do need to be landscaped at the base of the signs. He also did not have an issue with the area coverage of the signs because they have the two monument signs because of the city's request to utilize their corner.

Mr. Garcia moved to table the application for Citizens Bank, 4015 Erie Street, Willoughby, OH 44094 to allow Mr. Deeds to speak with his client in regard to lighting options and Mr. Volpe seconded.

ROLL CALL: Yeas: Mr. Brown; Mr. Garcia; Mr. Volpe; Chairman Perkovich
 Nays: None
 Absent: Mr. Henrich

Motion Carried: Tabled

DISCUSSION

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DISCUSSION

Willoughby Arts Collaborative
(Rep- Judean Banker)

Repainting Crosswalk/Sewer Art

Ms. Banker, Willoughby Parks and Rec. director is representing, but not a member of, the Willoughby Arts Collaborative. She said the city received a call from the Lake County Storm Water Management Dept. and forwarded the information to the Willoughby Arts Collaborative. They are trying to promote, with the sewers, that "Lake Erie starts here" painted near sewer grates. This is so people do not pollute the sewers with trash. This will be done in downtown Willoughby. There will be approximately eleven sewer grates that will have these stencils. They may add waves, fish or a sailboat to the saying, but will be very small.

Mr. Brown suggested omitting the arrow. Chairman Perkovich suggested adding a tag line "be responsible". The Board liked the idea of the stencil being painted near the grates.

The crosswalks will be repainted due to the winter months.

MINUTES

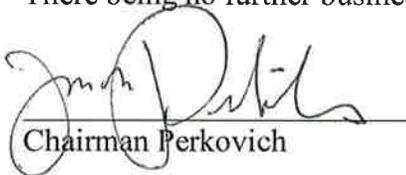
April 3, 2019

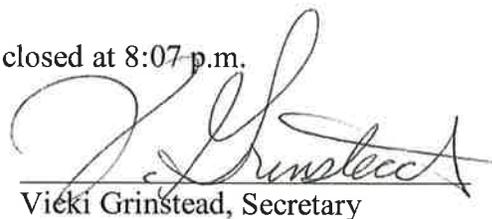
Mr. Brown moved to approve the regular meeting minutes as submitted for April 3, 2019 and Mr. Garcia seconded.

ROLL CALL: Yeas: Mr. Garcia; Mr. Volpe; Mr. Brown; Chairman Perkovich
 Nays: None
 Absent: Mr. Henrich

Motion Carried: Approved

There being no further business the regular meeting closed at 8:07 p.m.


Chairman Perkovich


Vicki Grinstead, Secretary