

**DESIGN REVIEW BOARD
CITY OF WILLOUGHBY
REGULAR MEETING MINUTES
JANUARY 2, 2020**

PRESENT: Bill Henrich; Adam Brown; Dan Volpe; John Perkovich; Chairman
ABSENT: Paul Garcia
OTHERS: Vicki Grinstead, Secretary

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

OLD BUSINESS

There was no one present to represent this application, so it remains tabled.

Spirits in Willoughby

3872 Erie St.

(Rep.- Jessica Ruff, Ruff Neon Signs)

**(1) Illuminated freestanding
ground sign**

NEW BUSINESS

Chagrin River Diner

4099 Erie St.

(Rep. Steve Lewis, Bruce's Custom Awnings)

**Temporary canvas curtain
in front of building**

Mr. Lewis of Bruce's Custom Awnings, is representing the application for the Chagrin River Diner, 4099 Erie St., Willoughby, OH 44094.

Mr. Lewis is proposing a temporary curtain with signage on the Erie Street side to keep the wind and snow from entering the building during the winter months. There will be two vertical poles that will be fastened to the concrete and to the top; the sockets are removable.

Mr. Henrich asked if there was already a curtain installed on the Glenn Ave. side and Mr. Lewis said yes. The front curtain is 130" wide by 10'1" high. The Glenn Ave. side is 80" wide. He would like approval for both curtains.

Mr. Lewis said the curtain will cover his client's logo above their door and this is why they would like the signage on the front curtain.

Mr. Henrich asked if the application he submitted is for total area for both curtains or just the front curtain. Mr. Lewis said it is just for the front curtain for the Erie Street side.

Mr. Lewis said the canvas curtain will be black to match the existing curtain. He explained that the curtain will be pulled very taut so it will not flap in the wind.

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Mr. Henrich asked Mr. Lewis if he knew when his client would like this curtain installed and when it would be removed. Mr. Lewis said he would like to install it in November and remove it by the end of April each year.

Mr. Henrich moved to approve the application, for Chagrin River Diner, 4099 Erie St., Willoughby, OH 44094 as submitted but will include the existing side canvas curtain; both curtains will be installed no earlier than November 1st and removed no later than April 30th each year and this includes the poles and Mr. Brown seconded.

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

Motion Carried: Approved

Dennis Korpi
3846 Erie St.

Demolition of house

Mr. Korpi, 3852 Erie St., Willoughby, OH 44094, executor for his parents' home, located at 4099 Erie St., Willoughby, OH 44094 is representing this application.

Mr. Korpi said his parents' home is in disrepair and cannot be salvaged. He submitted (Exhibit "A") with his "talking points" to the Board. He said there will be some construction on Erie Street and he would like to make parking where the home currently stands.

Mr. Korpi said Mr. Henrich from DRB and Mrs. Lewis from the Historical Society came by to view the home. He said there are holes in the roof and it is structurally unsound and should be condemned. He said it would be cost prohibitive to restore. The home has no historical or architectural value.

Mrs. Grinstead explained to Mr. Korpi that he did not submit the letter of appointment that he is the executor of the estate for this home that she previously called and discussed with him. Mr. Korpi apologized that he forgot and said he would send it before the end of next week.

Mr. Henrich said he and Mrs. Lewis did tour the home, and it may have at some point, had some historical significance, but is now in extreme disrepair. He said the home is dangerous to be in and there are large holes in the ceilings and floors. He said Mrs. Lewis also agreed the home was unable to be salvaged.

Chairman Perkovich said the motion will be contingent upon the proper documents being submitted to the city administration before anything can proceed.

Mr. Brown moved to approve the application for demolition as submitted, for the Korpi residence, 3846 Erie St., Willoughby, OH 44094 contingent upon proof submitted that Dennis Korpi is the executor of the estate or trustee of the trust, which is to be provided no later than Friday, January 10, 2020 and Mr. Volpe seconded.

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

Motion Carried: Approved

Design Review Board

**Election – 2020
Chairman
Vice Chairman**

Mr. Volpe moved to nominate Mr. Perkovich as Chairman of the Design Review Board for year 2020 and Mr. Henrich seconded.

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

Motion Carried: Approved

Mr. Volpe moved to elect Mr. Perkovich for Chairman of the Design Review Board for year 2020 and Mr. Henrich seconded.

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

Motion Carried: APPROVED

Mr. Henrich moved to nominate Mr. Garcia as Vice Chairman of the Design Review Board for year 2020 and Mr. Brown seconded.

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

Motion Carried: Approved

Mr. Henrich moved to elect Mr. Garcia for Vice Chairman of the Design Review Board for year 2020 and Mr. Brown seconded.

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

Motion Carried: APPROVED

Mr. Henrich moved to nominate Mrs. Grinstead as Secretary of the Design Review Board for year 2020 and Mr. Volpe seconded.

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

Motion Carried: Approved

Mr. Henrich moved to elect Mrs. Grinstead for Secretary of the Design Review Board for year 2020 and Mr. Volpe seconded.

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

Motion Carried: APPROVED

MINUTES

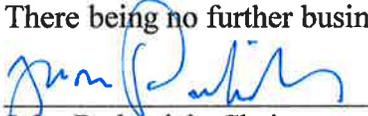
December 4, 2019

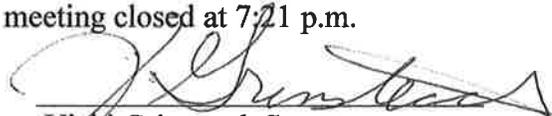
Mr. Henrich moved to approve the regular meeting minutes as submitted for December 4, 2019 and Mr. Volpe seconded.

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

Motion Carried: Approved

There being no further business the regular meeting closed at 7:21 p.m.


John Perkovich, Chairman


Vicki Grinstead, Secretary