

**DESIGN REVIEW BOARD
CITY OF WILLOUGHBY
REGULAR MEETING MINUTES
NOVEMBER 6, 2024 @7:00 p.m.**

PRESENT: Adam Brown; Paul Garcia; Bill Henrich; Nicole Parker; John Perkovich, Chairman
ABSENT: None
OTHERS: Vicki Grinstead, Secretary

Chairman Perkovich called the meeting to order at 6:59 p.m.

OLD BUSINESS

None

NEW BUSINESS

David Cendol
3937 Erie St.

**Renovation of existing bldg./restore
copper roof, new windows, new vinyl
siding**

Mr. Cendol is representing the application for the renovations of his father's property.

Mr. Cendol said his father is ill and could not be here. He said the city has sent letters stating the building is in disrepair so he started renovations not realizing he needed permits or board approvals. He stopped what he was doing until the board approved it. He said the new siding is close to the previous color of the building; currently the building has old asphalt shingles on it. He has also added new windows and is restoring the copper roof.

Chairman Perkovich said what he has done so far is a great improvement over what was there previously and has no other comments. The other board members agreed with Chairman Perkovich's comment.

Miss Parker asked if the garage door in the back is new and Mr. Cendol said yes because his father could not open the old one.

Mr. Henrich moved to approve the application for the property located at 3937 Erie St., Willoughby, OH 44094 as submitted for the restoration of the copper roof, new windows and new vinyl siding and Mr. Garcia seconded.

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

Motion Carried: APPROVED

Willoughby Police Station
37733 Euclid Ave.
(Rep.-Brian Hennies, Richard L. Bowen & Assoc.)

**Revision of plans approved by DRB 9-4-24
Moving impound lot (closer to Grove Ave.),
adding solid enclosure & landscaping.
Add accent lighting to front elevation**

**City of Willoughby
Design Review Board
Minutes
November 6, 2024**

Mr. Hennies of Richard L. Bowen & Associates is representing the application for the Willoughby Police Station.

Mr. Hennies said he wanted to introduce two new elements that are different from the last time he was before the board. He said the first is the impound parking lot. He said the board asked them to move it away from Grove Ave. and he had no objections, but after speaking with the police department they preferred it in its original location. He believes Planning Commission sent a letter to the Design Review Board in regard to this matter. They have agreed to not use the decorative fence that is around the perimeter, but add a solid black aluminum powder coated fence that would be around all four sides so no one can see in. This move back to the original location would be ideal for the police because of the maintenance and service for the firing range building. He said the firing range parking lot will be a more popular location for more vehicles, so they do not want to add to the congestion in that area. One of the other comments from the last meeting was to add vegetation and screening around the solid fencing so they still plan to do this. They also plan to do this around the entire site to hide it from view.

Mr. Hennies said the other item is adding decorative lighting on the front elevation of the building in the form of up/down sconce lighting. He said with the symmetrical layout of the building they felt this was the best option. The color or temperature of the lighting will be the same as around the city. It will have the capability RGB type coloring in it for the different holidays. There is existing lighting near the front entrance that will be replaced with globe fixtures that say police on them.

Chairman Perkovich said their packets did include photos and the memo from the Planning Commission. He wanted to reiterate to make sure landscaping is done around the impound lot fencing. He said the board would request they add a dimmer to the lighting in case there are any complaints and Mr. Hennies agreed. Mr. Brown and Miss Parker liked the new lighting presented.

Mr. Garcia moved to approve the application for the Willoughby Police Station, 37733 Euclid Ave., Willoughby, OH 44094 as submitted, moving the impound lot closer to Grove Ave., adding a solid enclosure with landscaping around the impound lot and adding accent lighting to front elevation but with the addition of a dimmer switch and Miss Parker seconded.

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

Motion Carried: APPROVED

MINUTES

October 2, 2024

Mr. Garcia moved to approve the Design Review Board minutes for October 2, 2024 as submitted and Mr. Henrich seconded.

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


**City of Willoughby
Design Review Board
Minutes
November 6, 2024**

Motion Carried: APPROVED

There being no further business the regular meeting closed at 7:33 p.m.



John Perkovich, Chairman



Vicki Grinstead, Secretary