

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

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

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

Vice Chairman Garcia said no representative was present for the application for E. Tasso Paris, Esq. so it was moved to the end of the meeting to allow time for the applicant to arrive.

NEW BUSINESS

City of Willoughby
(Rep.- Rich Palmisano, Service Director)

**Bollards for (3) downtown
restaurants for outdoor dining**

Mr. Palmisano, Service Director for the City of Willoughby is representing the application for the installation of bollards for the safety of patrons dining outdoors in the downtown area for (3) restaurants.

Mr. Palmisano said he is proposing the installation of decorative bollards on the eastern side of Erie St. where the bump outs are. Since Covid the city has allowed outdoor dining and they feel the patrons are dangerously close to the road. While these bollards may be decorative, the bollards he is looking at will be installed 3' deep to provide a protective barrier. He would also like to put two strips of reflective tape on the bollards for visibility. He is proposing five bollards per bump out and will install them approximately 18" behind the curb line. He said this area has not been Oopsed so he does not know where the electrical is yet so it may not be five units per bump out but will be placed accordingly. If you go on Google Earth they are using an image from 2022 and you can see all the diners quite clearly.

Vice Chairman Garcia said he feels these are a good idea because a lot of restaurants are allowing outdoor dining. He said this is definitely not something the city should ignore. He likes the bollards the city has picked out. Mr. Palmisano said these are black metal but he is looking at a product that is removable and can be capped for the winter months for the ease of snow removal. Vice Chairman Garcia said the three restaurants these will be installed in front of are Sage, Ballantine's and Chagrin River Diner and Mr. Palmisano said that is correct. He said he does not really care for the reflective tape and asked if it would be a thin silver color that would accentuate the black bollard. Mr. Palmisano said yes, in the print outs the board has it shows where they would go and there would be a thin strip at the top and bottom. Chairman Garcia said he does not really mind the reflective tape if it is silver.

Chairman Garcia asked when will the bollards be installed. Mr. Palmisano said since the weather is cooperating he has crews available and would like to get started as soon as possible before the dining season begins. It will take a bit of time because he has to have the area Oopsed to locate the underground utilities. He would like to install them at least 3' apart so that patrons and people with a disability can get through with a wheelchair. They will be evenly spaced, but there will be one blocker which will be installed in a parking space to provide added protection.

Mr. Henrich said he does not care for the reflective tape but thanked Mr. Palmisano for thinking of the safety of the patrons. He asked if Mr. Palmisano brought a sample of the post or does he still have to purchase these. He

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said the applicants that have come before them have not been providing good samples of materials etc. Mr. Palmisano said they wanted to obtain the board's approval before ordering these but does have an order on hold. Mr. Henrich said he would really like to see the post and the tape because he hates to approve something he has not seen. He said if this turns out to look ugly or tacky he would hope the city would look at other alternatives. He still has concern about the reflective tape. Mr. Palmisano said the tape is an extra cost and if the board does not want it he can have it removed, apply it later or look at another feature. He said if it is an issue he will not apply the reflective tape.

Mr. Brown asked if there is a reason these are being installed on only one side of the street. Mr. Palmisano said because of the uses; on the other side of the street the businesses don't have anyone dining outdoors or they already have protection such as street lights or planters but he is open to installing them if there is a need. Mr. Volpe does not have an issue with these bollards.

Vice Chairman Garcia said he likes the idea of trying them without the tape but then if there is a need they can add the reflective tape later on. His first preference would be no reflective tape. Mr. Henrich agreed but if this is an issue and it needs to be added he can come back before the board.

Mr. Henrich moved to approve the installation of bollards in the downtown area for (3) restaurants as submitted but without the reflective tape for The City of Willoughby, One Public Sq., Willoughby, OH 44094 and Mr. Volpe seconded.

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

Motion Carried: APPROVED

Geraci's Pizzeria
4127 Erie St.
(Rep.- Greg Spoth, Owner)

**(1) Non-illuminated window
sign**

Mr. Spoth, Owner, is representing the application for Geraci's Pizzeria, 4127 Erie St., Willoughby, OH 44094.

Mr. Spoth is asking to install white vinyl window signage for his business for visibility purposes. It will be the same decal as the previous hot dog shop he owned at the same location. The logo/sign will be 42"x26" per the rendering. Mr. Volpe noticed the two renderings submitted have different verbiage below the Geraci's name. Vice Chairman Garcia said one says pizzeria and one says restaurant etc. Mr. Spoth said the window graphic that shows Geraci's, Restaurant -EST 1956- (marked Exhibit "A") is the version he is asking to be approved.

Mr. Brown moved to approve (1) non-illuminated window sign for Geraci's Pizzeria, 4127 Erie St., Willoughby, OH 44094 with the submission marked Exhibit "A" with the Geraci's, Restaurant -EST 1956- and Mr. Henrich seconded.

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

Motion Carried: APPROVED

The Hair Lounge by Gabriella Guarino
38099 Euclid Ave.
(Rep.- Deborah Guarino, Representative)

**(1) Non-illuminated projecting
sign**

Mrs. Deborah Guarino, mother of the owner is representing the application for The Hair Lounge by Gabriella Guarino, 38099 Euclid Ave., Willoughby, OH 44094.

Mrs. Guarino said her daughter had to work and could not attend the meeting but her daughter, Gabriella Guarino, emailed a letter to Mrs. Grinstead authorizing her mother to speak on her behalf.

Mrs. Guarino said it is an oval sign that will be installed onto the existing wrought iron bracketry. Vice Chairman Garcia said it has a raised border and this is what the board looks for in a sign and has no issues. There were no other questions or comments from the board.

Mr. Brown moved to approve (1) non-illuminated projecting sign for The Hair Lounge by Gabriella Guarino, 38099 Euclid Ave., Willoughby, OH 44094 as submitted and Mr. Volpe seconded.

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

Motion Carried: APPROVED

Willoughby Bible Church
37927 Euclid Ave.
(Rep.- Gregory Sanders, Willoughby Bible Church)

**Replace existing roof w/metal
roof**

Mr. Sanders is representing the application for the Willoughby Bible Church, 37927 Euclid Ave., Willoughby, OH 44094.

Mr. Sanders submitted a packet with specifications from Premier Metals and pictures of the church and surrounding buildings with similar roof styles (in record, dated 3-6-24).

Mr. Sanders said they have samples of the colors for the metal roof they would like to use; they are burgundy or cocoa brown in a textured matte finish and showed the board. He then gave some background on the church's staffing and said he is a leader. He introduced Steve Forsythe who is also a leader. He apologized on behalf of their Pastor who could not be present this evening because he is out of the country. They are proposing a metal roof for

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the church because it has a twenty year warranty. It seems to be the trend as far as quality in the area. The church's roof is currently leaking and needs to be replaced. He said Hershberger Roofing & Siding in Middlefield is the company that will be installing the roof.

Vice Chairman Garcia said he prefers burgundy but he was fine with either color. Mr. Brown said either color works for him. Mr. Volpe does not like this style of the standing seam metal roof. Mr. Brown asked if the samples are the width of what will be installed on the church roof and Mr. Sanders said he believes they are a bit larger than the samples. He referred to the specification packet he provided and said it is the Premier Rib Profile. Chairman Garcia said he will give the applicant the option to choose either burgundy or cocoa brown for his roof color choice but he still prefers the burgundy.

Mr. Henrich moved to approve the replacement of the existing roof with a metal roof for Willoughby Bible Church, 37927 Euclid Ave., Willoughby, OH 44094 as submitted but the applicant will have his choice of either the burgundy or cocoa brown color and Mr. Brown seconded.

ROLL CALL: Yeas: Mr. Henrich; Mr. Brown; Mr. Garcia, Vice Chairman
 Nays: Mr. Volpe
 Absent: Chairman Perkovich

Motion Carried: APPROVED

Pulpo Beer Co.
3941 Erie St.
(Rep.- Juan Vergara, Owner)

Painting of bldg. (black)

Mr. Vergara, Owner, is representing the application for Pulpo Beer Co., 3941 Erie St., Willoughby, OH 44094.

Mr. Vergara said they are proposing to paint their building that is currently white brick to a color called Little Black Dress by Home Depot. They are painting the interior brick this same color which is a dark gray and is elegant and feels it will look nice on the exterior of the building. They are rebranding their business to highlight their brewery and will be adding new signage in the future as well. The new marquee sign will have a vintage look with light bulbs you can see. On the second floor they will be opening a speakeasy and craft cocktail bar within the next two months. He said the reason he chose this color is because they have done their other buildings in this color and it works really well. He said he wishes he would have come better prepared with color samples but showed the board some pictures, on his phone, of how the light reflects on this color and encouraged them to check out their social media.

Vice Chairman Garcia asked if they are using the same dark color that is already on the north side of the building and Mr. Vergara said no that is plain black and it will remain that color. The only thing they are painting will be all of the brick in the Little Black Dress color by Behr in either a satin or semi-gloss.

Vice Chairman Garcia said he is not against the dark color but feels there should be some sort of accent color. Mrs. Grinstead brought to Mr. Vergara's attention that the application states the color is to be black. He said when Jennifer put it in it was incorrect.

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Mr. Henrich said the rendering is different from what they wish to actually paint the building. Mr. Vergara said in the printout the colors blend in. Mr. Henrich asked how quickly they wish to get this painted because they have the application that says black and now he is saying the color gray and they have no samples of this color so he is leaning toward voting no. He said if Mr. Vergara has time he would like to table this and have him bring in samples at next months meeting. Mr. Vergara said it is not a problem and it was a miscommunication on their part.

Vice Chairman Garcia agrees with Mr. Henrich because of the application being incorrect and the rendering not matching, the board would like to see the actual color, but thinks they are going in a good direction. He stressed again that he would like to see some accent colors on the building. He said they need to see a better representation of what they are looking to do. Mr. Volpe thinks it will look better black then white. He invited the board to come into the building to see the color he is proposing.

Mr. Henrich moved to table the painting of the building for Pulpo Beer Co., 3941 Erie St., Willoughby, OH 44094 and Mr. Volpe seconded.

ROLL CALL: Yeas: Mr. Henrich; Mr. Volpe; Mr. Garcia, Vice Chairman
 Nays: Mr. Brown
 Absent: Chairman Perkovich

Motion Carried: TABLED

OLD BUSINESS

There was no one present to represent this application so it will remain tabled.

E. Tasso Paris, Esq.
4055 Erie St.
(Rep.- Edward Sajovic, EJS Designs)

(2) Non-illuminated window signs

MINUTES

February 7, 2024

Mr. Henrich wanted to change a word on the second page, fourth paragraph from his to their.

Mr. Henrich moved to approve the Design Review Board minutes for February 7, 2024 as amended and Mr. Brown seconded.

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

Motion Carried: APPROVED

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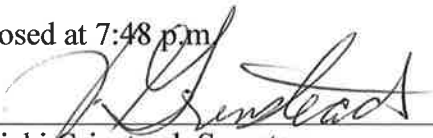
DISCUSSION

Mr. Henrich wanted to discuss the application process. He feels the board should not approve projects that come before them that do not provide sufficient color or material samples. Mr. Garcia agreed because then they have to be tabled and wait another month. He feels they should be able to reach out to the applicant and ask them to submit other items before the meeting. Mr. Henrich said the Building Dept. needs to make sure these samples are provided. Mrs. Grinstead said they try their best to make sure to tell the applicant's what is required and it is also stated on the application. They also discussed the fact that the board has the right to table any application they feel is not complete or lacks material samples. Mr. Henrich said in the past they have approved things without material or colors samples and cited an example. He feels they have approved things without these color samples and then see them come to fruition and they do not look aesthetically pleasing. Mrs. Grinstead stressed to the members that other boards table applications that are incomplete and this board has the same option. The board felt this was a good discussion.

There being no further business the regular meeting closed at 7:48 p.m.



Paul Garcia, Vice Chairman



Vicki Grinstead, Secretary