

**DESIGN REVIEW BOARD  
CITY OF WILLOUGHBY  
REGULAR MEETING MINUTES  
SEPTEMBER 7, 2022 7:00 p.m.**

**PRESENT:** Dan Volpe; Adam Brown; Bill Henrich; Paul Garcia; John Perkovich, Chairman  
**ABSENT:** None  
**OTHERS:** Vicki Grinstead, Secretary

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Chairman Perkovich called the meeting to order at 7:02 p.m.

**OLD BUSINESS**

*This item remains tabled per the applicant's request.*

**Family Dollar/Dollar Tree**

38000 Euclid Ave.

(Rep.- Mark Sims, Property Developer,  
Ryan Schmidt, Myers Architect & Steve McMann, Family Dollar

**Exterior renovations**

**NEW BUSINESS**

**Dogs on Erie**

4127 Erie St.

(Rep.- Gregory & Marti Geraci-Spoh)

**(1) Non-illuminated projecting sign, (1) Non-illuminated sign on awning, (1) Non-illuminated window sign, Painting exterior of bldg.**

Mr. Geraci is representing the application for signage and painting of the exterior of the building, which has already been completed, for Dogs on Erie.

Mr. Geraci said he and his wife are the new owners of the building and apologized to the board for repainting the building before getting approval. He said they were not aware they had to come before the board for this type of maintenance. He said they are doing a hot dog shop there and the white would be a more appropriate color with the red and white signage theme.

Mr. Geraci said he was told the old projecting sign was only 7' above grade and he will need to install it 8' above grade and can project only 25", which he will do when he installs the new sign. The projecting sign will be the same size as the previous sign. The window is 7'x7' and they are running a horizontal logo with the business name. Chairman Perkovich noted the rendering with the window sign is shown to scale as to where the signage will be located on the window.

Mr. Geraci said the awning signage will replace the previous sign valance, with the business name "Dogs on Erie", but no logo. The new valance will cover up the previous signage.

The board members all liked the white exterior color of the front façade.

Mr. Brown moved to approve the application for (1) non-illuminated projecting sign that must be installed 8' from grade, (1) non-illuminated sign on awning and (1) non-illuminated window sign and the painting of the

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exterior of the building white for Dogs on Erie, 4127 Erie St., Willoughby, OH 44094 as submitted and Mr. Henrich seconded.

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

**Motion Carried:     APPROVED**

**The Yard on Third**

38040 Third St.

(Rep.- Jason Beudert & Anna Dey, The Yard on Third,  
Scott Bixel, Contractor)

**Fencing for dumpster/coolers,  
Porta pottys**

Mr. Beudert, Ms. Dey, Owners and Mr. Bixel, Contractor are representing the application for fencing for dumpster/coolers and porta pottys for The Yard on Third.

Mr. Bixel said he met with the Building Department and was told to bring in a sample of what the enclosure for the dumpster/coolers would look like. He also showed the board a rendering of a previous enclosure he installed for another client that is similar to the one he will be constructing for The Yard. Mr. Bixel asked his client if they sent a drawing of where the enclosure will be installed, and Mr. Beudert did not. Mr. Bixel said he will be using commercial grade materials and would like to request an 8' fence to cover up the dumpster as well as the coolers. He said the fence will be approximately 35 linear feet with a 10' gate.

Ms. Dey said they had this project pending to enclose the dumpster, but then had a neighboring tenant issue that forced them to move the refrigeration equipment from the back of the building immediately and without first obtaining permits. She said they want to do this the right way and to the proper specifications.

Mr. Bixel asked if the board would consider an 8' high fencing enclosure. Chairman Perkovich said as long as Mrs. Brooks said this was okay the board would be fine with it. He said the screening should be 1' higher than the equipment.

Mr. Beudert said the porta pottys were never their intention or part of their design, but a product of demand and immediate success of their business. They do not want them to be there and are not a permanent solution. Ms. Dey said they are currently working with a construction company to install more restroom indoors for next years season. They will create two, two-stall restrooms. She said with the former sit-down restaurant the two indoor bathrooms worked, but with their concept being more fluid they needed more restrooms for their patrons.

Mr. Beudert said the porta pottys are significantly cheaper to keep all week then to have them redelivered every weekend. The company also could not guarantee they would have them readily available every weekend. He said the porta pottys are locked when not in use during their peak times. Ms. Dey said this was a decision made out of urgency as they learn the model of their business. There will be no screening around the porta pottys. Ms. Dey said they would like to retain them for two more months.

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Mr. Beudert said they would like to retain the porta pottys until Halloween and pick random days until the end of the year. They slow down in October and would be willing to remove two of the porta pottys. They will reopen during Browns games and random 60° days.

Chairman Perkovich said the board received a letter (dated 9/1/22) from Mr. Darryl Keller relating to the outdoor refrigeration and porta pottys. He said in part “Unless the applicant will agree on record to immediately remove these appliances and replace with suitable equipment, comply with the requirements of the Ohio Plumbing Code, and provide the accessible clearances for the service disconnects the Building Dept. would request that this portion of the screening be denied”. He also said the Fire Marshal also made a comment on required clearances.

Mr. Bixel said when he spoke with Mr. Keller three weeks ago and he had issues with the connects for the electrical and they are working with an electrician to fix this. Mr. Keller told him the refrigeration equipment did not look like it is suited for outdoor use and should be covered. Chairman Perkovich said Mr. Keller’s memo does not say anything about covering the refrigeration equipment.

Ms. Dey explained the equipment was there from the previous tenant and when they signed their lease, they thought this equipment was allowed. When they were served aggressive paperwork from the neighboring tenant behind them, they had to figure out another option and spoke with Deb Fuller to move this equipment to the side of the building and invested quite a bit of money in electrical work.

Chairman Perkovich said since they do not have a rendering with dimensions showing the height and where this fencing will go, and with Mr. Keller’s memo, he feels the best course of action will be to table this portion of the application to allow the applicant to obtain information and fix the issues brought forth by the Building Department. Ms. Dey said they will provide documentation as to the rating of the outdoor cooler equipment. Mr. Brown said the ice machine should be connected to the sanitary system draining to the building and make sure the service disconnects are accessible.

Mr. Henrich wanted the applicant to reiterate that the porta pottys will not be there next year. Ms. Dey and Mr. Beudert both agreed there will be no porta pottys on the premises in the future. They agreed to remove two of the porta pottys by October 31, 2022 and two or less to remain to the end of December, 2022. There is no other area to move these porta pottys on the premises or the neighboring property. Mr. Garcia asked if they considered any type of screening for the porta pottys. They said there is only some landscaping but there is no room to install screening plus it would be a hardship to have them emptied.

Mr. Garcia moved to table the application for fencing for the dumpster/coolers for The Yard on Third, 38040 Third St., Willoughby, OH 44094 to allow the applicant time to install the proper disconnects for outdoor equipment, obtain proper documentation showing the equipment is suitable for outdoor use and ice machine hooked up to sanitary sewer and Mr. Henrich seconded.

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

**Motion Carried:     TABLED**

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Mr. Henrich moved to approve the application for the porta pottys to remain until October 31, 2022 at which time they must remove two (2) and the other two (2) or less can stay for the remainder of the 2022 season at which time they must be removed and are not permitted in the future for The Yard on Third, 38040 Third St., Willoughby, OH 44094 and Mr. Garcia seconded.

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

**Motion Carried:     APPROVED**

**The Enclave at Literary Point & The Townhomes**  
**At Literary Point-** Center St. & River St.,  
PPN#27-A-026-D-00-061-0, 062-0, 063-0  
(Rep.- George Davis, Probuilt Homes)

**2-Duplex Units, 1-Triplex unit,  
3-Unit townhome & 4-Unit  
townhome**

Mr. Davis, President of Probuilt Homes is representing the application for a housing project on Center and River Streets.

Mr. Davis said there are two sections of this project; one is private drive with the ranch units. This was approved by this board for with a previous applicant and has since expired. These units are the same architectural style ranches. He said the previous applicant had issues with the vertical townhomes that are on each side of Then Design building. He reviewed what the previous applicant presented and noticed they were very modern and would not suit downtown Willoughby. Their renderings of the townhomes are mimicking the style of the old schoolhouse. They will use the same color brick, hip roof color and same treatment on the windows.

Chairman Perkovich said they will discuss the duplex units first. He said this parcel is hidden and from an architectural standpoint they are quaint and similar to what was previously presented. He had only a couple minor architectural comments; on units 1, 5 and 7, the side elevation, he would like see window trim to match what is on the front elevation. The freeze board, where currently shown on the side elevation, is not cohesive with the front elevation. He would like to see it in line with the front elevation for a clean look. He would like to see stone or brick wainscot added to the area where the shutters are located on the front facade. Mr. Garcia agreed with Chairman Perkovich's comments. Mr. Davis said they do have extensive landscaping along the sides of the buildings to try to soften it. Chairman Perkovich said he is noticing that the landscaping, provided this evening, in the front of the building, may be sufficient to soften the hard edge and will not need the suggested stone or wainscot previous mentioned.

Mr. Davis wanted to mention on record they intend to remove the old chain link fence and install a white vinyl perimeter fence. It is shown on the landscape and development plan but is small. Mrs. Grinstead advised Mr. Davis to check with Mrs. Brooks in the Building Department as to what style and size fence is permitted for this development. It will require a separate permit and inspections. She also advised his assistant Krystal to check on the placement of the signage for the development. This signage is not included on tonight's agenda.

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Chairman Perkovich said they will discuss the townhome units. He commended Mr. Davis on taking architectural cues from the surrounding buildings, however you will see most of the sides of the buildings which show a very light color vinyl siding with a small brick return and minimal windows. He said this is a stark contrast and would like to see something else done there, possibly another color selection.

Mr. Davis said the problem they ran into is that they did all the windows on the front, and no one wants a living room with no wall space. He said they struggled with homeowner privacy verses outside architectural elements. He brought a pallet of color siding and said they could do a red or brown siding to blend with the brick façade. He is flexible on the siding but is having some issues with construction costs and worries if they did all brick they may not sell, so he is hoping to find a balance. He could carry the dental block around or freeze board between the stories and do a red siding. Chairman Perkovich suggested creating an offset of 8" where the brick comes around and comes back halfway and dies into the building and then transitions to the red siding. Chairman Perkovich said the rear elevation is not an issue because they are really not seen from the street.

Mr. Brown agrees that something else needs to be added to break up the side elevations, possibly a different color siding, brown or red, or possibly spandrel glass windows. Mr. Davis said he would come back with a couple other options for the board to review.

Mr. Garcia said he saw a memo that they will require a variance for the height of the building. Mr. Davis said there is a 35' high maximum. He said if you do a 35' flat roof modern townhome you can do 35' but to do a 3-story townhome with a hip roof they are over a little over at 41'11". They will go before Planning Commission for this issue. Mr. Garcia asked if their building is higher than the TDA building. Mr. Davis was unsure. Mr. Garcia said that may be an issue for him. Mr. Davis said he will add the dimensions to the next rendering and measure TDA's building for the next meeting.

Mr. Volpe said adding the freeze board and spandrel glass to the side elevations may break it up enough. Chairman Perkovich said the side elevation is 16' and they may be able to install a window, even in the pantry area. Mr. Davis said the window color will match the schoolhouse which is white.

Mr. Garcia moved to approve the application for 2-duplex units and a 1-triplex unit, for The Enclave at Literary Point, Center St. & River St., PPN#27-A-026-D-00-061-0, 062-0, 063-0, Willoughby, OH 44094 as submitted but with the addition of the window trim on the side elevation on units 1, 5 and 7 and Mr. Brown seconded.

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

**Motion Carried:     APPROVED**

Mr. Garcia moved to table the application for the 3-unit townhome and 4-unit townhome for The Townhomes at Literary Point, Center St. & River St., PPN#27-A-026-D-00-061-0, 062-0, 063-0, Willoughby, OH 44094 to give the applicant more time to bring other options before the board for the side elevations and Mr. Henrich seconded.



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

**Motion Carried: TABLED**

**MINUTES**

**August 3, 2022**

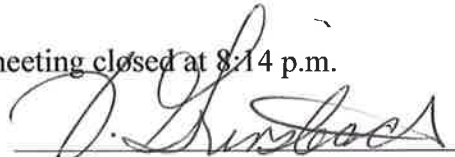
Mr. Henrich moved to approve the Design Review Board meeting minutes, as submitted for August 3, 2022 and Mr. Brown seconded.

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

**Motion Carried: Approved**

There being no further business the regular meeting closed at 8:14 p.m.

  
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John Perkovich, Chairman

  
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Vicki Grinstead, Secretary