

**DESIGN REVIEW BOARD
CITY OF WILLOUGHBY
REGULAR MEETING MINUTES
NOVEMBER 1, 2023 @7:00 p.m.**

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

ABSENT: None

OTHERS: Vicki Grinstead, Secretary

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

OLD BUSINESS

None

NEW BUSINESS

Courthouse Square Apartments

38123 Vine St.

(Rep.- Josh Williams, Kenco Electric, Inc.)

Parking lot lighting

Mr. Williams of Kenco Electric, Inc. is representing the application for the Courthouse Square Apartments, 38123 Vine St., Willoughby, OH 44094.

Mr. Williams said they are installing two security poles on the back edge of the property to light up the parking lot. Chairman Perkovich said there are two of these and they are just square tubes with very small lights at the top. Mr. Williams said yes, they are 4" square steel bronze heads and are 150 watts. Chairman Perkovich said it is a low key solution and had no questions. There were no other questions or comments from the board members.

Mr. Brown moved to approve the parking lot lighting for the Courthouse Square Apartments, 38123 Vine St., Willoughby, OH 44094 and Mr. Henrich seconded.

ROLL CALL: Yeas: Mr. Henrich; Mr. Brown; Mr. Volpe; Chairman Perkovich

Nays: None

Absent: Mr. Garcia

Motion Carried: APPROVED

Mike Goryance

4317 Center St.

(Rep.- Mike Goryance, Goryance LLC)

Demo home

Mr. Mike Goryance, Owner is representing the application for the demolition of the home located at 4317 Center St., Willoughby, OH 44094.

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Mr. Goryance said he purchased the property in May of 2023 and it was in major disrepair. He had two people look at it and he would rather it be demolished then try to rehab it. He will reconstruct a new building, possibly a duplex, next summer.

Chairman Perkovich said from the pictures presented to the board and the home inspection report, it does look pretty bad. He said there was not a lot of structural issues but once you start something then you do not know what else you may find. Mr. Goryance said the smell is horrendous. Chairman Perkovich said he has no objections to this demolition. They looked into the historical significance and it has been modified many times, so it is not a big issue for the board. There were no other questions or comments from the board members.

Mr. Henrich moved to approve the demolition of the home located at 4317 Center St., Willoughby, OH 44094 as submitted and Mr. Volpe seconded.

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

Motion Carried: APPROVED

Former Bed and Breakfast
38111 West Spaulding
(Rep.- Chris Riley, Owner, Michael Christoff &
Nicholas Faehnle of Vocon)

**Five apartments- parking lot
striping and trash enclosure**

Mr. Faehnle is representing the application for the property located at 38111 West Spaulding, Willoughby, OH 44094 for the five apartment complex for parking lot striping and a trash enclosure.

Mr. Faehnle said this is a conversion from an old bed and breakfast into five market rate apartment units. They are not making many changes to the exterior but they need to restripe the parking lot to achieve the five spaces needed. They are also providing a wooden trash enclosure to house the trash bins. The wooden enclosure will match the existing fence on the property. There will be a slight change to the configuration of the condensing units out back but they will remain in the same location.

Chairman Perkovich said he does not have any issues with the striping or the trash enclosure proposed. He did like the packet they presented and said it was an exciting project. There were no other questions or comments from the board members.

Mr. Volpe moved to approve the parking lot striping and a trash enclosure for the property located at 38111 West Spaulding, Willoughby, OH 44094 as submitted and Mr. Brown seconded.

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

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Motion Carried: APPROVED

Barktown
4070 Erie St.
(Rep.- Gladys & Mike Reilly, Owners)

**(1) Non-illuminated wall sign
on side of bldg.**

Mrs. Reilly, Owner is representing the sign application for Barktown, 4070 Erie St., Willoughby, OH 44094.

Mrs. Reilly said they had this sign up as a temporary sign originally and it seemed to help considerably to bring in clients for their grooming business but once the sign was removed, they noticed a significant loss in revenue. They would like to put in back up on the side of the building. She showed the board the sign itself and what it looked like and what it was made of. She said it will be mounted over a wooden frame and will be secured to the building.

Chairman Perkovich asked if they have any design or thoughts about framing the sign itself. He would like to see an actual frame around the sign itself so it looks more like a permanent fixture but he is ok with it as submitted. Mrs. Reilly said no. Mr. Henrich asked if this would set a precedent on the side of the building and worried someone may want to go all the way down the alley in the future. Chairman Perkovich said this was reviewed by zoning and is included in the allowable signage. Mr. Henrich asked Mrs. Reilly is she is aware this is included in her original sign package for square footage and she said yes. Mr. Volpe said he is fine with it as long as it is not mounted on the pilaster. Chairman Perkovich said that will be added to the motion and it should follow the photo submitted with the blue area shown on the brick near the corner of the pilaster.

Mr. Brown moved to approve (1) non-illuminated wall sign on the side corner of the building as submitted but with the stipulation the sign is installed on the brick and not the pilaster for Barktown, 4070 Erie St., Willoughby, OH 44094 and Mr. Volpe seconded.

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

Motion Carried: APPROVED

MINUTES

October 4, 2023

Mr. Henrich moved to approve the Design Review Board minutes of October 4, 2023 as submitted and Mr. Volpe seconded.

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


Motion Carried: APPROVED

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There being no further business the regular meeting closed at 7:15 p.m.



John Perkovich, Chairman



Vicki Grinstead, Secretary