

**BOARD OF ZONING APPEALS  
CITY OF WILLOUGHBY  
JANUARY 22, 2025  
PUBLIC HEARING MEETING  
MINUTES**

**PRESENT:** Mike Yutzy; Phil Davis; Mike Maniche; Mike Ross, Vice Chairman

**ABSENT:** Joe Palmer, Chairman

**OTHERS:** Mike Lucas, Law Director; Vicki Grinstead, Secretary

**Vice Chairman Ross called the regular meeting to order at 7:05 p.m.**

The board waited for Chairman Palmer who was absent due to unforeseen circumstances.

Vice Chairman Ross advised the participants of their right to be heard in person or by attorney present and/or proffer evidence present and examine witnesses and the subpoena of evidence and/or witnesses. Vice Chairman Ross advised the participants that the board has five members of which a majority of the board is needed to grant an appeal. Vice Chairman Ross stated all five members of the board are not present this evening and the applicant needs a majority or three votes to pass their appeals. If an appeal is denied the applicant(s) has thirty days to file an appeal with the Lake County Court of Common Pleas. The appeal application, the letter of the meeting notification, the letter of non-compliance and the list of names and addresses of adjoining property owners within the required distant of the appellant were noted into the record.

**MINUTES**

**December 11, 2024**

Mr. Davis moved to approve the Board of Zoning Appeals public hearing meeting minutes for December 11, 2024 as amended and Mr. Maniche seconded.

**ROLL CALL:** Yeas: Mr. Maniche; Mr. Davis; Mr. Yutzy; Mike Ross, Vice Chairman  
Nays: None  
Absent: J. Palmer, Chairman

**Motion Carried: Approved**

**OLD BUSINESS**

**None**

**NEW BUSINESS**

**David L. Kenny**  
1062 Mohegan Trail

**Accessory parking/driveway**

Vice Chairman Ross read the Notice of Violation for the Kenny residence, 1062 Mohegan Trail, Willoughby, OH 44094.

**City of Willoughby  
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Vice Chairman Ross stated the applicant cited practical difficulty numbers 1 & 3 on the application for appeal and noted all items that were in the packet.

Vice Chairman Ross asked if there was anyone who wished to speak for this appeal. Mr. Kenny, 1062 Mohegan Trail, Willoughby, OH 44094 was sworn in to speak for this appeal.

Mr. Kenny said since there was not a full board present he wished to table his appeal request.

Mr. Maniche moved to table the appeal request for the Kenny residence, 1062 Mohegan Trail, Willoughby, OH 44094 per the applicant's request to wait for a full board and Mr. Davis seconded.

The board agreed to table this request since there are not five members present this evening.

ROLL CALL:        Yeas:     Mr. Davis; Mr. Yutzy; Mike Ross, Vice Chairman  
                      Nays:     Mr. Maniche  
                      Absent: J. Palmer, Chairman

**Motion Carried:     TABLED**

**Board of Zoning Appeals**

**Election – 2025  
Chairman  
Vice Chairman  
Secretary**

Mr. Davis moved to table the election of officers for 2025 to wait for a full board and Mr. Yutzy seconded.

ROLL CALL:        Yeas:     Mr. Yutzy; Mr. Maniche; Mr. Davis; Mike Ross, Vice Chairman  
                      Nays:     None  
                      Absent: J. Palmer, Chairman

**Motion Carried:     TABLED**

**Board of Zoning Appeals**

**Cancel meeting of  
November 26, 2025**

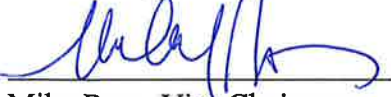
Mr. Davis moved to approve the cancellation of the Board of Zoning Appeals public hearing meeting for November 26, 2025 and Mr. Yutzy seconded.

ROLL CALL:        Yeas:     Mr. Maniche; Mr. Davis; Mr. Yutzy; Mike Ross, Vice Chairman  
                      Nays:     None  
                      Absent: J. Palmer, Chairman

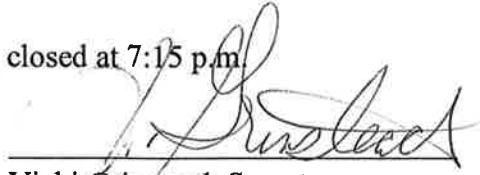
**Motion Carried:     Approved**

**City of Willoughby**  
**Board of Zoning Appeals**  
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There being no further business the regular meeting closed at 7:15 p.m.



Mike Ross, Vice Chairman



Vicki Grinstead, Secretary