



Village of South Russell
5205 Chillicothe Road
South Russell, Ohio 44022
440-338-6700

**ARCHITECTURAL REVIEW BOARD
MINUTES
July 18, 2023, 5:30pm**

Members Present: Gary Neola, Chairman, Ryan Parsons, Denis Marino

Other Officials: Mayor William Koons; Ruth Griswold, Board Secretary

Visitors: Anne Wisniewski, 103 Spring Drive; George Clemens, 102 Spring Drive; Isabella Klug, 111 Champion Lane; Bill Oeflein, 28650 South Woodland

Gary Neola called the meeting to order at 5:34p.m.

Board Secretary Ruth Griswold conducted roll call.

Mr. Parsons motioned to approve the minutes of June 20, 2023. Mr. Marino seconded. Mr. Neola abstained. With unanimous vote, motion carried.

AGENDA ITEM 1: ARB CASE #23-11: 103 Spring Drive- Add a Decorative, Covered Front Entry Stoop for Both Aesthetic and Functional Purposes. Presented by George Clemens of Clemens Architecture.

Mr. Clemens referred to the large screen and said the covered entry has aesthetic value and it is so much better to have a cover over the front door entry. Ms. Wisniewski, the property owner, said she has been wanting this for a long time.

Mr. Neola said this would be a nice added feature to the house, and asked board members if they had any comments. Mr. Parsons said he thinks everything looks great.

Mr. Neola made a motion to approve the submittal as presented. Mr. Marino seconded. With unanimous vote, motion carried.

Agenda Item 2: Case # ARB 23-10: 1184 Sheerbrook Drive-Modest Garage Addition.

Presented by Paul J. Stark of Morland Partners, Applicant for Property Owners David and Cathy Helkey.

Bill Oeflein, the architect for the project, was present to discuss the submission. He said the owners need more storage, and they just want to bump out the garage by about 7.5'. The contractor, Paul Stark, felt the easiest way to accomplish that would be to step it in on the sides, without the need to mess with the quarter trim or the fascia board.

Mr. Neola asked if the only way to access the additional storage would be through the garage. Mr. Oeflein said yes, that is correct. The owner also wanted to add a window to match the existing windows. Mr. Neola said the shutters on the new window are too wide, as they should be half the width of the window. Mr. Oeflein said he can easily reduce the size of the shutters, and agreed to have 12" shutters installed.

Mr. Neola said the site plan that was submitted was not drawn to a 1" = 20' scale as required on the checklist, and the approval will be contingent upon providing that.

Mr. Neola made a motion to approve the submission as noted, conditional on having the Village receive the properly scaled site plan, and having the shutters be 12" wide. Mr. Parsons seconded. With unanimous vote, motion carried.


Old Business: None

New Business: Mr. Neola said the issue of having applicants provide HOA approval prior to appearing before the Architectural Review Board recently came up. The checklist given to applicants did not have that as a requirement but has since been corrected. Discussion followed. Mr. Neola said they will continue the practice of requiring proof of HOA approval prior to the board's review.

There being no further business, Mr. Neola adjourned the meeting at 5:53pm.




Gary Neola, Chairman



Date



Ruth Griswold, Board Secretary



Date