



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

**ARCHITECTURAL REVIEW BOARD
MINUTES
January 2, 2024 5:30pm**

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

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

Visitors: Rebecca Fertel, R.A., and Levi Fertel, 3429 Blanche Ave, Cleveland Hts 44118

Gary Neola called the meeting to order at 5:32p.m.

Board Secretary Ruth Griswold conducted roll call.

Mr. Neola motioned to approve the minutes of December 5, 2023. Mr. Marino seconded. With unanimous vote, the motion carried.

Agenda Item 1: Case # ARB 24-01: 28 Woodside Road-Mudroom Addition to Existing Residence. Presented by Rebecca Fertel, RA, on Behalf of Property Owners Nicholas Diodore and Cara Tweed.

Mr. Neola asked the applicant to begin her presentation. Ms. Fertel began by saying that the house is an existing ranch, and the proposed mudroom addition will replace an existing deck and be situated right off the kitchen. She explained the thought process that led to the design.

Mr. Neola referred to the elevations displayed on the media screen and asked if there was rake board on the existing house. Ms. Fertel said there is a small piece of crown molding. Mr. Neola asked why the proposed addition shows vertical siding when the house has horizontal lap siding. Ms. Fertel said the homeowners wanted to do something a little different, and they preferred the vertical siding look for the mudroom addition. Mr. Neola said to him it just seems a little foreign. Ms. Fertel said her clients are non-traditional.

Mr. Parsons asked if the color of the addition would match the house. Ms. Fertel said yes.

Mr. Neola pointed to the rake of the shed roof, and said there should be a small piece of trim to give the siding something to butt into. Mr. Marino said a batten strip would work well. Ms. Fertel agreed.

Mr. Neola asked board members for further questions or comments. There were none.

Mr. Neola made a motion to approve the submission. Mr. Parsons seconded. With unanimous vote, the motion carried.

Mr. Neola complimented the applicant on the nice presentation, and Ms. Fertel thanked everyone for their help.

Old Business: None

New Business: None

There being no further business, Mr. Neola adjourned the meeting at 5:40pm.



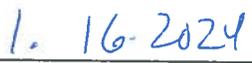
Gary Neola, Chairman



Date



Ruth Griswold, Board Secretary



Date



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

**ARCHITECTURAL REVIEW BOARD
MINUTES
January 16, 2024 5:30pm**

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

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

Visitors: Erik Kaminski, 118 May Ct, Chagrin Falls; Meghan & Michael Fisher, 38 Daisy Lane

Gary Neola called the meeting to order at 5:33p.m.

Board Secretary Ruth Griswold conducted roll call.

Mr. Parsons motioned to approve the minutes of January 2, 2024. Mr. Marino seconded. With unanimous vote, the motion carried.

Agenda Item 1: Case # ARB 24-02: 38 Daisy Lane-Addition on Rear of Home to Include Primary Bedroom, Courtyard and Kitchen. Presented by Property Owners Meghan and Michael Fisher.

Erik Kaminski of Kaminski Construction Management was also in attendance to speak about the proposal.

Mr. Neola said after reviewing the submission, he understands the scope of the project and it seems fairly straightforward. He noted that the existing house has siding, and the drawings indicate the primary bedroom addition will butt right up to it. Mr. Kaminski said the house has aluminum siding and he plans to go with a white Hardy to match; the only difference will be to the touch. It would look like clapboard from the road.

Mr. Neola asked if they had given any consideration to offsetting the bedroom area with an inset. Mr. Kaminski said they could probably do that on the one side, but he had wanted to maximize the space of the walk-in closet and hallway. He thought since it's the back area off the driveway with a nearby fence, it wouldn't be a problem to have the addition be flush with existing.

Discussion followed regarding the impact to the interior space if there were to be an inset. Mr. Kaminski said if the approval of the board is conditional on that change, he would certainly make that adjustment. Mr. Neola said the closet would provide the same function if it was reduced by 8"- 12". Mr. Kaminski said that would be fine.

Mr. Neola asked board members for further comments. Mr. Marino referred to the rear elevation which shows one addition with a gable roof and the other one with a hip roof. He said with the new gable on the front, he feels gables all around would be consistent and work well. Board members agreed. Mr. Kaminski said he would change the hip roof on the primary bedroom to a gable instead.

Mr. Neola made a motion to approve the submission with the conditions of providing an offset of 8-12" so the primary bedroom addition does not align with the existing house, and to provide a gable roof, with details to match the other two, instead of a hip roof. Mr. Parsons seconded. With unanimous vote, the motion carried.

Old Business: None

New Business: None

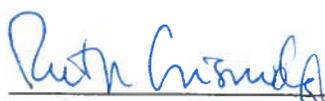
There being no further business, Mr. Neola adjourned the meeting at 5:45pm.



Gary Neola, Chairman



Date



Ruth Griswold, Board Secretary



Date



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

**ARCHITECTURAL REVIEW BOARD
MINUTES
February 6, 2024 5:30pm**

- Members Present:** Gary Neola, Chairman, Denis Marino
- Member Absent:** Ryan Parsons
- Other Officials:** Ruth Griswold, Board Secretary
- Visitors:** Jeff Clark, Easy Sign, 9478 Ravenna Rd, Twinsburg 44087; Chris Smith, 200 Fox Lane; Frank Spoto, 99 Leaview Lane

Gary Neola called the meeting to order at 5:31p.m.

Board Secretary Ruth Griswold conducted roll call.

Mr. Neola motioned to approve the minutes of January 16, 2024. Mr. Marino seconded. With unanimous vote, the motion carried.

Agenda Item 1: Case # ARB 24-03: Fox Run Development-Replace Existing Monument Sign.
Presented by Applicant Jeff Clark of Easy Sign Holdings LLC.

Mr. Neola asked the applicant to begin his presentation. Mr. Clark introduced Chris Smith of the HOA and said he would be happy to answer any questions from the board.

Mr. Neola said he is not opposed to the proposed sign, but he is somewhat surprised that it has been simplified as much as it has. Mr. Clark asked if the change to a non-oval sign was an issue. Mr. Neola said that didn't matter, and asked if it would just be a white sign with black letters. Mr. Clark said yes, the letters would be engraved into the surface of the sign and painted black. The gray border is also engraved. He said the sign has been through the approval process with the HOA.

Mr. Smith said this proposed sign is similar to the one recently replaced for Kensington, which is where they got the idea.

Mr. Neola asked Mr. Marino if he had any comments. Mr. Marino said the gray border provides a little bit of contrast, and picks up the sandstone caps a bit. Mr. Clark said they wanted a nice, clean look. Discussion followed regarding the top and bottom trim being gray. Mr. Clark said it would make it look less traditional Western Reserve if the caps were different colors. Mr. Neola said the stone does not give it a Western Reserve look either. Mr. Clark said the rendering is pure white, but once it is installed it will be less glaring and will blend in more. He said shadow lines off of the molding will add dimension as well.

Discussion followed regarding different shades of white paint available. Mr. Neola said using a warm white would be a good idea, and actual color samples for the board to view would have been beneficial. Mr. Clark said the white paint will eventually age and fade as well. Mr. Smith said if the color will be changed, he will have to run it past the HOA again.

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

Mr. Smith said he would mention the color issue to the board anyway.

Agenda Item 1: Case # ARB 24-04: 99 Leaview Lane-30 x 16 Detached Garage. Approved at Board of Zoning Appeals on November 15, 2023, Allowing an Accessory Structure to Project into a Front Yard. Presented by Applicant and Property Owner Frank Spoto.

Mr. Neola noted that the proposed structure will be located in the front yard. Mr. Spoto said yes, but no. It will actually be in his backyard, but because he is on a corner lot, his driveway is on Leaview Lane, but his front door faces Bell Road. Mr. Marino said it is one of those quirks. Mr. Neola said he understands now, and that it depends on how zoning looks at what is his front, side, and rear yard.

Mr. Neola said his biggest concern with the submission is that the proposed accessory structure doesn't relate at all to the house in terms of the siding and roof. He asked Mr. Spoto if he had given any consideration to matching these elements to the house. Mr. Spoto said it would be possible, he would have to go with vinyl siding instead of metal. Mr. Neola said the structure would be in fairly close proximity to the street, giving it a significant presence, and be very visible to people driving down the street.

Mr. Neola asked about HOA approval. Mr. Spoto said he is not part of an HOA.

Mr. Neola said he would like to see the plans revised to show the structure with lap siding and some trim around the windows and the door. He said for the standing seam roof, he would like to see it changed to a 16" spacing. Mr. Marino said matching the siding to the house would go a long way.

Mr. Spoto said that would not be a problem, and understands that the more it matches the house the better.

Mr. Neola asked what type of light fixtures would be installed on the exterior. Mr. Spoto said he would install coach lights. Mr. Neola said with vinyl siding and coach lights the structure will look very nice. He does not want to hold Mr. Spoto's project up, and hopefully the changes can be made in time for the next meeting.

Mr. Neola made a motion to resubmit with the plans revised to change the siding to lap siding, along with trim around the windows and the doors, and to change the standing seam spacing on the roof to 16" on center. Mr. Marino seconded. With unanimous vote, the motion carried.

Mr. Spoto thanked the board.

Old Business: None

New Business: None

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


Gary Neola, Chairman

2-20-2024
Date


Ruth Griswold, Board Secretary

2-22-2024
Date



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

**ARCHITECTURAL REVIEW BOARD
MINUTES
February 20, 2024 5:30pm**

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

Other Officials: Ruth Griswold, Board Secretary

Visitors: Frank Spoto, 99 Leaview Lane; Rebecca Pantuso for 4 Deerfield Drive

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

Board Secretary Ruth Griswold conducted roll call.

Mr. Marino motioned to approve the minutes of February 6, 2024. Mr. Neola seconded. With unanimous vote, the motion carried.

Agenda Item 1: Case # ARB 24-04-A: 99 Leaview Lane-Resubmission from ARB Meeting held on February 6, 2024. 30 x 16 Detached Garage. Approved at Board of Zoning Appeals on November 15, 2023, Allowing an Accessory Structure to Project into a Front Yard. Presented by Applicant and Property Owner Frank Spoto.

Mr. Neola said at the last meeting the board requested revisions to the structure, in order to better integrate it with the house and its corner location. The requirements were adding trim to the windows and doors, having lap siding instead of vertical, and having the roof changed from a standing seam. He said the current plans reflect those revisions.

Mr. Neola made a motion to approve the plans as submitted. Mr. Parsons seconded. With unanimous vote, the motion carried.

Agenda Item 1: Case # ARB 24-05: 4 Deerfield Drive-Front Façade Renovation. New Front Porch and Attached Garage Addition. Presented by Rebecca Pantuso, AIA, of Pantuso Architecture, Applicant for the Property Owned by Dennis and Suzy Deuberry.

Ms. Pantuso said her proposal includes adding a front facing gable to the garage to give it more height, and they will also be adding coverage over the front door of the house. She said the basement steps are right as you enter the front door, and by adding a little addition, it will allow more room upon entry, while also adding presence to the front entry. She presented the board with samples of the intended color palette.

Mr. Neola asked about the light in the cupola. Ms. Pantuso said one of the windows would be operable in order to change the light when necessary.

Mr. Neola asked board members for any comments or concerns. There were none.

Mr. Neola said the clay pot on the chimney is a nice add, and all these improvements will do a lot to make the house look much classier.

Mr. Neola made a motion to approve as submitted. Mr. Parsons seconded. With unanimous vote, the motion carried.

Old Business: None

New Business: None

There being no further business, Mr. Neola adjourned the meeting at 5:44pm.



Gary Neola, Chairman



Date



Ruth Griswold, Board Secretary



Date



Village of South Russell
5205 Chillicothe Road
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**ARCHITECTURAL REVIEW BOARD
MINUTES
March 5, 2024 5:30pm**

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

Other Officials: Ruth Griswold, Board Secretary

Visitors: Leigh A. Digel, 136 Southwyck Drive; Dawn Marie Pahoresky, 5210 Chillicothe Road, Unit D

Gary Neola called the meeting to order at 5:31p.m.

Board Secretary Ruth Griswold conducted roll call.

Mr. Parsons motioned to approve the minutes of February 20, 2024. Mr. Marino seconded. With unanimous vote, the motion carried.

Agenda Item 1: Case # ARB 24-06: 136 Southwyck Drive-Proposed Covered Rear Deck.

Presented by Applicant and Property Owner Leigh A. Digel.

Mr. Neola asked the applicant to begin his presentation. Mr. Digel began by referring to the photo of the site plan on the media screen. He said they will be removing the deck and replacing it with a new covered deck that will be about 4' larger than the existing.

He then referred to the drawings of the proposed deck, pointing out certain new features such as a gas fireplace with a small chimney, and a skylight. There will be new stone at the foundation as well as a storage area.

Mr. Digel then referred to the proposed materials and said the structure would be stick-built, and indicated the large support beams, which will be painted Douglas fir.

Mr. Marino said he may want to look into using LVL wrapped in Azek, since the beams will be painted anyway. Mr. Neola said that is definitely a possibility, and visually, either way would work.

Mr. Digel said they want to keep everything white to match their existing house, with the exception being the railing, which will be satin black. Mr. Neola asked if the beams would be painted white. Mr. Digel said yes, and the ceiling will also be white. He said they want to keep everything white because their concern is how dark it could be otherwise.

Discussion followed regarding the proposed installation of vertical board and batten siding to distinguish the deck from the rest of the house.

Mr. Neola asked for confirmation that the project has received HOA approval. Mr. Digel said yes, it has.

Mr. Neola asked the board members if they had any questions or concerns. Mr. Parsons said he agrees with everything that has been said, and the project looks good.

Mr. Neola made a motion to approve as submitted. Mr. Parsons seconded. With unanimous vote, the motion carried.

Agenda Item 2: Case # ARB 24-07: 5210 Chillicothe Road-Unit D-Proposed changes to Signage for Previously Adorned. Presented by Business Owner and Applicant Dawn Marie Pahoresky. Property Owned by Michael Cipriani of Cipriani Investments.

Mr. Neola said he looked at the proposal, and he does not see any issues. He asked the applicant if she was changing her business model to include events. Ms. Pahoresky said she has always had events, but wanted to advertise that information better externally to the public. She said it is the same sign as before, with the exception of the word "Previously" being removed. The word "Adorned" was then centered. The proposal is to then add "Adorned Events" underneath it all. She is also hoping to add an ampersand in front of "Adorned Events", but has not been able to find a suitable one yet.

Ms. Pahoresky said Connected Electrical will perform the electrical work and Middlefield will do the work on the sign.

Mr. Neola asked if the three dots before "Adorned" are being added. Ms. Pahoresky said currently there are only two dots there, and she will be replacing the third dot, which is what the original sign consisted of. The metal letters will be installed individually onto the building, although she wanted them on a backer board, but the contractor said that was not possible. Mr. Parsons asked if the "Adorned" would still be lit. Ms. Pahoresky said that is correct, and the new letters will not be lit.

Ms. Pahoresky asked if the eventual sign changes for the street sign would have to appear before the board. Mr. Neola said that would not be necessary.

Mr. Neola asked board members for further comments. There were none.

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

Ms. Pahoresky thanked the board.

Old Business: None

New Business: None

There being no further business, Mr. Neola adjourned the meeting at 5:48pm.



Gary Neola, Chairman



Date



Ruth Griswold, Board Secretary



Date



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

**ARCHITECTURAL REVIEW BOARD
MINUTES
March 19, 2024 5:30pm**

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

Other Officials: Leslie Galicki, Acting Board Secretary

Visitors: Rob Reboul, 105 Southwyck Dr; Becky Pantuso, 30 S Franklin Street; Cory Brown, 208 Bell Street; George Clemens, 208 Bell Street

Gary Neola called the meeting to order at 5:30p.m.

Acting Board Secretary Leslie Galicki conducted roll call.

Mr. Parsons motioned to approve the minutes of March 5, 2024. Mr. Marino seconded. With unanimous vote, the motion carried.

Agenda Item 1: ARB Case # 24-08: 3 Deerfield Drive-Additions and Renovations to Existing Residence. New Mother-in-Law Suite, Front Porch Addition, Rear Screen Porch, Kitchen Extension and Garage Extension. Presented by Applicant Rebecca Pantuso of Pantuso Architecture, on Behalf of Property Owners Kristin & Robert Reboul. Approved for 5' encroachment into side yard setback at Board of Zoning Appeals Meeting on 1-17-2024.

Ms. Pantuso began her presentation by saying the new in-law suite was originally going to be constructed at the rear of the home, but they have since decided to build the suite on the second floor. She referred to the plans on the media screen and indicated a 6-7' extension to expand the kitchen and dining room. They will use the existing garage to provide a new side entry with an elevator, and expand the garage forward for the front entry.

Ms. Pantuso referred to the existing front elevation and then the proposed, indicating the addition of a two-story element which would include a front porch. The side elevation showed dormers, which will allow for the expanded kitchen. The addition of skylights on the rear addition will provide much needed natural light in that area. She said there may be a need to come back with a slight change since the screen porch is not demonstrated very well in the current iteration. They hope to move quickly on the project and complete it this year.

Mr. Neola complimented Ms. Pantuso on how nice the front was handled with the garage expansion. He said they have done a lot for the street presence. He asked board members for any comments or questions. There were none.

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

Ms. Pantuso thanked the board.

Agenda Item 2: ARB Case # 24-09: 105 Anglers Drive-Demo Existing Shed Roof over TV Room. New Second Floor Addition Above TV Room to Enlarge Primary Suite, Bathroom and New Walk-in Closet. Presented by George Clemens of George Clemens Architecture, on Behalf of Property Owners Mark & Cindi Munday.

Mr. Clemens began his presentation by saying the rear addition will be an extension of the one-story area of their family room. By adding 180 square feet of additional space, the master bedroom will be upgraded to have a great closet and a nice bathroom. He went on to describe the project, saying it is pretty straightforward, and welcomed questions from board members.

Mr. Parsons asked if the roof, siding, and trim would all match the existing. Mr. Clemens said yes, it would. There were no further comments or questions. **Mr. Parsons made a motion to approve the plans as submitted. Mr. Neola seconded. With unanimous vote, the motion carried.**

Mr. Clemens thanked the board.

Old Business: None

New Business: None

There being no further business, Mr. Neola adjourned the meeting at 5:44pm.



Gary Neola, Chairman

4-14-2024

Date



Ruth Griswold, Board Secretary

4-16-2024

Date



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

**ARCHITECTURAL REVIEW BOARD
MINUTES
April 16, 2024 at 5:30pm**

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

Other Officials: Ruth Griswold, Board Secretary

Visitors: Carmen Starkey, 1393 Bell Road; Jeremy, Nicole, and Maddie Bond, 1241 Bell Road; Rebecca Pantuso, 30 S Franklin Street, Chagrin Falls

Gary Neola called the meeting to order at 5:31p.m.

Board Secretary Ruth Griswold conducted roll call.

Mr. Parsons motioned to approve the minutes of March 19, 2024. Mr. Neola seconded. With unanimous vote, the motion carried.

Agenda Item 1: ARB Case # 24-10: 1241 Bell Road-New Addition to Rear of Existing House.

Presented by Applicants and Property Owners Jeremy and Nicole Bond.

Mr. Neola asked the applicant to begin his presentation. Jeremy Bond said they moved into their home, which was built in 1951, in 2008. They did some interior remodeling but now with a family of five, plus two dogs, they need more room. They want to remain in South Russell and build an addition to the north on the rear of the house. The project will not extend past the width of the original house. The garage will be extended by two spaces, and the addition will include a living area, an enlarged kitchen, and a master bedroom with a bathroom.

Mr. Bond said the house currently sits on a slab basement, but the addition will only have a small crawl space.

Mr. Parsons asked if all the exterior finishes would match existing. Mr. Bond said yes, the siding, roof and windows will all match what exists on the house. Mr. Parsons asked if they would be changing the front of the house at all. Mr. Bond said no, they are not.

Mr. Marino said he would suggest adding a window to the master bedroom in order to provide cross-ventilation. Mr. Neola said that would be a good idea. The applicants agreed.

Mr. Neola made a motion to approve the plans as submitted. Mr. Parsons seconded. With unanimous vote, the motion carried.

Agenda Item 2: ARB Case # 24-11: 104 Laurel Road-Demolish Existing Sunroom and Construct Two New Rooms. Scope Includes Window Replacement and Interior Renovations. Presented by Becky Pantuso, AIA, of Pantuso Architecture, Applicant on Behalf of Property Owners Tiffany and Scott Perry.

Mr. Neola asked the applicant to begin her presentation. Rebecca Pantuso referred to the media screen and indicated the areas where the additions and window replacements will be. She said all the new finishes will match the existing house and garage.

Mr. Parsons made a motion to approve the plans as submitted. Mr. Marino seconded. With unanimous vote, the motion was carried.

Agenda Item 3: ARB Case # 24-12: 1393 Bell Road-Replace Front Porch with a Smaller Roofed Porch. Presented by Applicant and Property Owner Carmen Starkey.

Mr. Neola asked the applicant to begin his presentation. Carmen Starkey said he and his wife, like the first gentleman, have chosen to stay in South Russell, and made some interior improvements. They are now ready to begin on the exterior.

The plan is to demo an existing front porch and construct a new one with new footers. The risers will be brick, and they may decide to have brick treads as well. The roof will be extended out over the porch. Their intention is to side the house and probably put a new roof as well to tie everything together.

Mr. Neola said it is difficult to tell from the photo of the house if the front door is solid. Mr. Starkey said it does have a half-light with textured glass; it is existing and will remain. Mr. Neola said having natural light in the foyer area is nice. Mr. Starkey said he agrees, which is why they changed from a solid door to their current one.

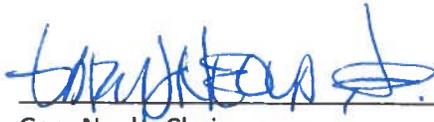
Mr. Parsons asked if the wood is to remain exposed wood. As of now, Mr. Starkey said that is the plan, although they may end up painting it white.

Mr. Marino made a motion to approve the plans as submitted. Mr. Parsons seconded. With unanimous vote, the motion carried.

Old Business: None

New Business: None

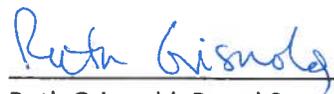
There being no further business, Mr. Neola adjourned the meeting at 5:59pm.



Gary Neola, Chairman

5.7.2024

Date



Ruth Griswold, Board Secretary

5-7-2024

Date



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

**ARCHITECTURAL REVIEW BOARD
MINUTES
May 7, 2024, at 5:30pm**

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

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

Visitors: Matthew Wolf, 1814 E 40th Street, Suite 3B, Cleveland 44103

Gary Neola called the meeting to order at 5:35p.m.

Board Secretary Ruth Griswold conducted roll call.

Mr. Parsons motioned to approve the minutes of April 16, 2024. Mr. Neola seconded. With unanimous vote, the motion carried.

Agenda Item 1: ARB Case # 24-13: 23 W Bel Meadow Lane-New Addition to Rear of Existing House. Presented by Applicant Matthew Wolf of Matt Wolf Architecture LLC, Behalf of Property Owner John Schutte.

Mr. Neola asked the applicant to begin his presentation. Mr. Wolf said his proposal is a simple addition in the center of the rear of the house. All finish materials will match the house. The current house roof, which is not in good shape, will be replaced with the same asphalt shingles as the addition.

Mr. Neola asked board members for questions or comments. There were none.

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

Old Business: None

New Business: Mr. Neola said he has given some thought to a number of recent submissions that have been lacking in what the board requires for a review. He said Chagrin Falls requires residential plans to be submitted by a registered architect. He asked if South Russell could consider doing that, and if so, does the proposed change have to go through Council.

Mayor Koons said he would bring the idea up to the Building Committee at their meeting on May 9. Mr. Marino said he thinks it might be okay to require such drawings under certain circumstances, but he feels that there is a reason that most municipalities do not require it, and that it may be contested in Chagrin Falls. He said even if is an instance when a technical issue involved would require it, that would mostly fall into the building code and inspection side of it.

Discussion followed regarding the past submissions where the applicants had numerous attempts that were inadequate for review by the board. Ms. Griswold suggested revisiting the idea of providing generic examples to applicants to assist in the process. Mr. Parsons said the checklist of requirements is clear, and examples could easily be found on the internet. He isn't sure how many municipalities require residential submissions to be prepared by an architect, but it is not required by the State for the design review or for the construction and permits.

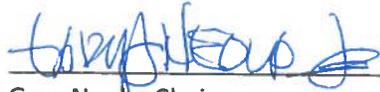
Mr. Neola said he would like to figure out a way to assist applicants who don't want to hire an architect, but are having difficulty understanding the requirements. This creates frustration for the residents.

Discussion followed regarding the variety of challenges in obtaining a successful submission. Mr. Marino said a small project requiring architectural drawings would add an undue burden on the homeowner, but plans for an addition from an architect would be much easier for everyone. Mr. Parsons agreed that the requirement for architectural drawings would result in better submittals, but he is also concerned about the cost involved for simpler projects. Mr. Neola agreed, and said they wouldn't expect a shed to be drawn by an architect. Mr. Parsons said that is a perfect example. Mayor Koons suggested maybe requiring architectural drawings for projects over a certain amount.

Discussion followed regarding the different certifications required for an architectural designer or a draftsman. Mr. Neola said homeowners sometimes don't understand the value of having professionally prepared plans for the overall success of their project. He said he is also concerned with the amount of time involved for the building department staff, whose time could be better utilized, when there are multiple attempts to get a submission.

Discussion followed regarding the possibility of charging the applicants for resubmissions to help insure a complete submission the first time. This matter which had been brought up before, but per Mayor Koons, Council did not want to do that.

There being no further business, Mr. Neola adjourned the meeting at 5:59 p.m.



Gary Neola, Chairman

6.4.2024

Date



Ruth Griswold, Board Secretary

6-4-2024

Date



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

**ARCHITECTURAL REVIEW BOARD
MINUTES
June 18, 2024, at 5:30pm**

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

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

Visitors: Frederick Ritt, 406 Hazelwood Drive

Gary Neola called the meeting to order at 5:38p.m.

Board Secretary Ruth Griswold conducted roll call.

Mr. Parsons motioned to approve the minutes of June 4, 2024. Mr. Marino seconded. With unanimous vote, the motion carried.

Agenda Item 1: ARB Case # 24-17: 406 Hazelwood Drive-Covered Front Porch and Walkway Addition. Approved at Board of Zoning Appeals on 5-15-2024 for a 7' Front Setback Variance. Presented by Applicant and Property Owner Frederick Ritt.

Mr. Neola said the submission seems fairly straightforward and he feels the improvement will enhance the house.

Mr. Marino asked if the Artic White siding would just be used for the shakes. Mr. Ritt said yes, it would be only on the top, and it would match the trim. Mr. Neola asked what color the standing seam metal roof would be. Mr. Ritt said it would be black.

Mr. Neola asked what lighting fixtures would be used. Mr. Ritt said he might keep the current ones but may get something more stylish to freshen it up.

Mr. Neola asked board members for any further comments.

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

Old Business: None

New Business:

There being no further business, Mr. Neola adjourned the meeting at 5:43 p.m.



Gary Neola, Chairman



Date



Ruth Griswold, Board Secretary



Date



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

**ARCHITECTURAL REVIEW BOARD
MINUTES
July 2, 2024, at 5:30pm**

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

Other Officials: Ruth Griswold, Board Secretary

Visitors: William Boyd, 1084 Sheerbrook Dr; Jeff Allie, 5040 Richmond Rd

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 18, 2024. Mr. Marino seconded. With unanimous vote, the motion carried.

Agenda Item 1: ARB Case # 24-18: 5216 Chillicothe Road-Family Paws Animal

New Business Sign. Approved at Planning Commission on 6-20-2024. Presented by Applicant Jeffrey Allie of Northcoast Signworks on Behalf of Tenant Dr. Jae Kwon. Property Owned by Jabar Holding Company LLC.

Mr. Neola reviewed the submission and confirmed with the applicant that the sign was made with 4x4 treated wood posts with vinyl sleeves and set in concrete. Mr. Allie said yes, that is correct. Mr. Neola asked board members for any comments. Mr. Parsons asked how the center sign would be attached to the posts. Mr. Allie said the posts would be morticed to accept center panel tenons, the posts are then covered with sleeves attached with decking screws. Mr. Neola asked the thickness of the sign material, and what the edge finish would be. Mr. Allie said it is ¾" thick and the edge is black, and machine finished.

Mr. Neola asked for any further comments. There were none. Mr. Neola made a motion to approve the sign as submitted. Mr. Marino seconded. With unanimous vote, the motion carried.

Agenda Item 2: ARB Case # 24-20: 1084 Sheerbrook Drive-Garage Addition

18 x 22 Garage Addition. Presented by Applicant and Property Owner William Boyd.

Mr. Neola welcomed the applicant and asked him to begin his presentation. Mr. Boyd gave the board an overview of his proposal. He said all the new material will match the existing house. Mr. Neola noted that the drawings are not showing any trim around the windows and doors. Mr. Boyd told him they plan to add the trim, and it would match existing.

Mr. Boyd said the sconces on the drawing will not be added, and there are no decorative lights on his garage now. Mr. Neola noted that the garage door would be 12' wide. Mr. Boyd said that is correct, and his intent is to park one car in there. He said the second door would be used for his lawnmower.

Mr. Neola asked board members for any further questions or comments. Mr. Marino said his only comment would be to have all elements of the new addition match the existing. Mr. Parsons said he agrees, match existing and make sure trim is added around the openings and rakes. Mr. Neola said it is important that existing garage details are also added to the new garage addition.

After further review and discussion among the applicant and board members, Mr. Neola suggested that, if the brick mold is run all the way up to the frieze board, the applicant may want to think about infilling with a flat piece of Azek, since you don't want to have the area look like a mistake.

Mr. Parsons made a motion to approve the plans as submitted. Mr. Neola seconded. With unanimous vote, the motion carried.

Old Business: None

New Business: None

There being no further business, Mr. Neola adjourned the meeting at 5:50 p.m.



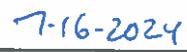
Gary Neola, Chairman



Date



Ruth Griswold, Board Secretary



Date



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

**ARCHITECTURAL REVIEW BOARD
MINUTES
July 16, 2024, at 5:30pm**

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

Other Officials: Ruth Griswold, Board Secretary

Visitors: Ronald Lowe for 107 Countryside Drive

Gary Neola called the meeting to order at 5:32p.m.

Board Secretary Ruth Griswold conducted roll call.

Mr. Neola motioned to approve the minutes of July 2, 2024. Mr. Marino seconded. With unanimous vote, the motion carried.

Agenda Item 1: ARB Case # 24-21: 107 Countryside Drive

New Addition Over Existing Garage. Presented by Applicant Ronald Lowe of Lowe and Associates, on Behalf of Property Owner Jason DeSatnik.

Mr. Neola welcomed the applicant and asked him to give the board an overview of his proposal. Mr. Lowe said the DeSatniks have three young children, and they want to add another bedroom. The easiest place to add on to this house is over the existing garage. There will also be a small laundry closet and a Jack and Jill bathroom between the new bedroom and an existing bedroom. The family intends to stay in the house as the children grow up, and they wanted the kids to have their own bedroom.

Mr. Lowe said his plan shows how he pulled the addition back a bit from the existing garage space. There is a similar addition in the neighborhood that looks boxy, which is why they decided to pull it back and bring out a portion in the middle to provide some shadow lines. This helps to break up the front elevation, which is fairly rectangular. The existing siding and roof are both fairly new, so they plan to

match the new materials to existing. The garage door and the windows facing the street will remain the same.

Mr. Neola asked if the submission received both zoning and HOA approval. It was confirmed that they had both.

Mr. Neola said the photos show an existing breezeway and a garage that is attached, but this is not seen on the rear elevation. Mr. Lowe said he did not add it to the drawings. Mr. Neola said he asked because he wanted to see how it's connected, and how it ties into the back elevation. He said it is not an issue.

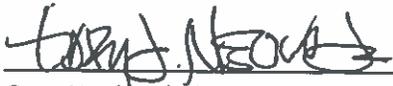
Mr. Neola asked board members for any further questions or comments.

Mr. Parsons made a motion to approve the plans as submitted. Mr. Parsons seconded. With unanimous vote, the motion carried.

Old Business: None

New Business: None

There being no further business, Mr. Neola adjourned the meeting at 5:43 p.m.



Gary Neola, Chairman

8.20.2024

Date



Ruth Griswold, Board Secretary

8-20-2024

Date



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

**ARCHITECTURAL REVIEW BOARD
MINUTES
August 20, 2024 at 5:30pm**

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

Other Officials: Mayor Bill Koons, Ruth Griswold, Board Secretary

Visitors: Brian Becker of Becker Signs, 6381 Chittenden Rd, E9, Hudson, Ohio 44236

Gary Neola called the meeting to order at 5:31p.m.

Board Secretary Ruth Griswold conducted roll call.

Mr. Neola asked if there were any comments on the meeting minutes from July 16, 2024. There were none. Mr. Parsons motioned to approve the minutes from July 16, 2024. Mr. Marino seconded. With unanimous vote, the motion carried.

Agenda Item 1: ARB Case # 24-22: 1186 Bell Road-Multi Tenant Ground Sign. Presented by Applicant Brian Becker of Becker Signs Inc., on Behalf of Property Owner Sharon Schmahl of Leap Orthodontics.

Mr. Neola asked the applicant if he brought color samples. Mr. Becker said he did not, and the proposed pantone color is represented in the photo. Mr. Neola said he didn't need to bring samples, he just wondered if he had.

Mr. Becker said they began working with the owner about two and a half months ago and have gone back and forth as to the color of the sign. They had originally wanted a teal color as the background. He showed board members photos of the original submission. He said when they went before the Planning Commission, they said the color didn't match anything on the building or in the area, as the ordinance requires. Mr. Neola said that is correct, the sign would have to have a matching component.

Mr. Becker said the Planning Commission said the background color should be black, but he and the client thought the black looked too harsh for the area. They decided to look at the roof for some

possible matching colors. He said the roof was hard to match exactly, as it changes from dark charcoal to a silver gray due to the clouds, direction of the sun, etc.

Mr. Neola said he did see the original submission, and what Mr. Becker is presenting today is a marked improvement from the original design. He does not have an issue with his submission, he knows and appreciates what he went through, and the result is an attractive sign.

Mr. Parsons asked if the base would be the same color. Mr. Becker said yes. Mr. Parsons said he agrees with everything Mr. Neola said, and he also thinks the sign will look good.

Mr. Becker described the materials of the sign and the method of adding the colors. He said the address numbers are permanent, but the tenant letters are applied in a way so that they would be very easy to change if needed. This sign will be durable and hold up very well.

Mr. Neola asked board members for any further questions or comments. There were none.

Mr. Neola made a motion to approve the plans as submitted. Mr. Parsons seconded. With unanimous vote, the motion carried.

Mr. Becker thanked the board members.

Old Business: None

New Business: None

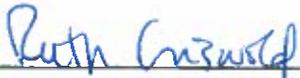
There being no further business, Mr. Neola adjourned the meeting at 5:40 p.m.



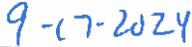
Ryan Parsons, Acting Chairman



Date



Ruth Griswold, Board Secretary



Date



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

**ARCHITECTURAL REVIEW BOARD
MINUTES
September 17, 2024, at 5:30pm**

Members Present: Ryan Parsons, Acting Chairman, Denis Marino
Member Absent: Gary Neola
Other Officials: Mayor Bill Koons, Ruth Griswold, Board Secretary
Visitor: Chris Chubbuck of Royce Allen Construction

Ryan Parsons called the meeting to order at 5:33p.m.

Board Secretary Ruth Griswold conducted roll call.

Mr. Parsons asked if there were any comments on the meeting minutes from August 20, 2024. There were none. Mr. Marino motioned to approve the minutes from August 20, 2024. Mr. Parsons seconded. With unanimous vote, the motion carried.

Agenda Item 1: ARB Case # 24-23: 63 Cascades Drive-20 x 25 Addition to Front Left of Existing House. Presented by Applicant Chris Chubbuck of Royce Allen Construction, on Behalf of Property Owner Nelson Axelrod.

Mr. Parsons asked the applicant to begin his presentation. Mr. Chubbuck said the plan is to build an addition on the front left side of the house. The addition will be 25' x 20', and they will match existing siding, T-111 and roofing. He said the existing stone on the house will be removed. The roof will be trusses that match existing and will cantilever over to provide a nice little porch. There will be windows on the front on each side. There will be a 42" heated crawl space added from the existing basement, enabling him to bring all the mechanicals through. He said the addition will be off the main bedroom, with a sitting area, a large closet, and a full bathroom.

Mr. Parsons referred to the exterior elevations on the media screen. He questioned the intent to match the existing house with T-111, since he doesn't see any T-111 on the existing house. Mr. Chubbuck referred to a photograph of the house and pointed out some T-111 on the front, although it is difficult to see from the photos. There is wood siding on other areas of the house. He said he could use wood siding as opposed to T-111.

Mr. Parsons said T-111 is not the best material to use, and Mr. Chubbuck agreed, and said the homeowner wanted it for the contrasting vertical lines.

Discussion followed clarifying the final look after the stone has been removed. Mr. Marino referred to the proposed elevation on the left side showing T-111, and said he thinks it should be continuous siding. Mr. Parsons noted that the only T-111 is to the left of the existing recessed front entrance, and that the rest of the house has horizontal lap siding. He said he appreciates what they are trying to do by adding different lines for the addition, but the difficulty will be what it abuts to and aligns with on the side.

Mr. Chubbuck agreed. He said he could continue the lap siding all around, and install board and batten on the gable, which would provide a dimensional look. Mr. Parsons said he is not opposed to a vertical siding but would like to get away from the T-111. Mr. Marino said he would rather see the alternate siding on the gable. Mr. Parsons said that would keep the intent, and having the left elevation be lap siding would make the addition look as if it was always there. Mr. Chubbuck agreed.

Mr. Marino asked if they were going to side the whole house. Mr. Chubbuck said no, but he is able to match the type of siding and existing paint color to the house.

Mr. Parsons said the issues with the siding have been resolved by eliminating the T-111 and said the only other issue is the right elevation. He asked the applicant if there was an opportunity to install a window on that wall. Mr. Chubbuck said yes, but the homeowners have a very large armoire, and the room would be like a dressing room. Mr. Marino said since the look is mid-century, a higher casement window would make sense, and be consistent with everything else on the existing house. Mr. Chubbuck said adding a window would not be a problem.

Discussion followed regarding the siding on all elevations. After considering the house, neighborhood and aesthetics, and it was decided that to achieve the most attractive look, the addition would have horizontal lap siding, and the only vertical siding would be the board and batten on the gable.

Discussion followed regarding the window to be added on the right elevation. Mr. Parsons said it could be the size of the window depicted in the right elevation. Mr. Marino suggested sizing it to be about half of what is shown on the front elevation.

Mr. Parsons asked for any further comments. There were none.

Mr. Parsons made a motion to approve the plans as noted, with the change in the siding and the addition of a window on the right elevation. Mr. Marino seconded. With unanimous vote, the motion carried.

Mr. Chubbuck said he could draft something up with the changes and provide it to board members if needed. Mr. Parsons said it wouldn't be necessary for the board, it's just whatever the building department needs. It was determined that the plans, with the changes noted in red by the board members, would suffice.

Old Business: None

New Business: None

There being no further business, Mr. Parsons adjourned the meeting at 5:55 p.m.



Ryan Parsons, Acting Chairman



Date



Ruth Griswold, Board Secretary



Date



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

**ARCHITECTURAL REVIEW BOARD
MINUTES
November 5, 2024, at 5:30pm**

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

Other Officials: Mayor Bill Koons, Ruth Griswold, Board Secretary

Visitors: Colleen Woodbury, 124 Fairview Rd; Enza Roth, 96 Paw Paw Lake Dr; Pat McVey, Englebrook Construction; Jeanine Wilson and Maddie Wilson of 106 Ashleigh Dr

Gary Neola called the meeting to order at 5:30p.m.

Board Secretary Ruth Griswold conducted roll call.

Mr. Neola asked if there were any comments on the meeting minutes from September 17, 2024. There were none. Mr. Parsons motioned to approve the minutes. Mr. Marino seconded. Mr. Neola abstained. With unanimous vote, the motion carried.

Agenda Item 1: ARB Case # 24-25: 106 Ashleigh Drive-24x20 Pool House. Presented by Applicant and Owner Jeanine Wilson.

Mr. Neola asked the applicant to begin her presentation. Ms. Wilson said they would like to add a pool house to their property, to complete the previously approved pool project. The structure is essentially a glorified shed and will be built by Weaver Barns. The interior of the building will not have any water; it will have windows and a sliding door, and they plan to add a pavilion on the front. The building will be painted in colors that match the home, and the roofing will match as well. Ms. Wilson referred to the paint samples presented to the board.

The media screen showed the site plan, and Ms. Wilson indicated where the shed would be in relation to the house and driveway. The door on the side would be for the pool equipment. All roof peaks would match the existing house.

Discussion followed regarding the orientation of the pool house in relation to the house.

Mr. Marino referred to the east elevation and indicated the small space between the window and the foundation and asked what the surface would be. It was determined that the siding would come below the window trim for about 6", and the block foundation would begin below the siding.

Mr. Neola said instead of being concrete masonry, it would make sense for any exposed foundations walls to be stone instead of painted block. Ms. Wilson said due to budget constraints, she has been holding off on deciding on some of the finishing materials. She said however, since the stone is on the front of the house, she believes this is something she would consider doing. She said she's not sure if that is an accurate depiction of what would be exposed on the front, and offered to call her contractor, who was standing by. Mr. Neola said he doesn't think that would be necessary. He understands they are trying to have the pool house blend in with the architecture of their home. He said the house has lap siding, but they are proposing vertical siding for the pool house. He thinks they should have lap siding on the pool house and have stone on the exposed foundation areas. He asked Mr. Parsons if he had any thoughts on it.

Ms. Wilson said these are things that she hadn't thought about, and she appreciates the insight of the board. She said she is learning as she goes throughout the process. She said she can promise the board that if anything does not look aesthetically pleasing, they would definitely change it. Mr. Neola said he appreciated her saying that, but the board would like to resolve any issues while they are before the board.

Mr. Parsons said there are two types of siding on the home, and the pool house is set far back from it, so he would not have an issue with the vertical siding of the same color. He said he is curious that two sides of the structure have higher sill plates than the other two and asked the applicant for the reasons for this. Ms. Wilson said her understanding is that it is due to grading and sloping on the property, and they have a large tree on the property that they want to keep.

Mr. Neola said he doesn't have a problem with the vertical siding so much, but he does think that the line between the siding and the foundation wall could theoretically come down, so the height is the same all around.

Mr. Neola referred to the media screens and discussion followed regarding how the grading affects the perception of the visibility of exposed foundation. He said that he would like to see any exposed foundation walls be covered with stone. Board members continued discussion. Mr. Neola said he thinks that not having stone on the north elevation wouldn't be a big deal, since it's not going to be seen, but that having stone, at least on the east and south elevations, would be appropriate. He told the applicant that if the exposed block on the other elevations would be painted, there will always be an ongoing maintenance issue. He said there are blocks that have a water repellent built into them that she may want to consider using.

Ms. Wilson said she didn't realize how much block would be exposed, and since she wants it to match well with the stone chimney and the house, she agrees that the stone would be appropriate. Mr. Neola said the pool house will be a nice enhancement to the backyard area.

Mr. Marino brought attention back to the small gap of siding underneath the window on the east elevation. Mr. Neola agreed that it would look sloppy if built like that, and discussion followed regarding options to correct the issue. It was agreed that the siding should be brought up to the underside of the window trim. Mr. Parsons said if the applicant decided it was easier to lower the window, that would work as well, and the same should be done on the north elevation. Ms. Wilson said she will do whatever the board recommends.

Mr. Parsons made a motion to approve the plans as noted, with the following conditions: all exposed block on the south and east elevations must be covered with stone, and the siding on the east elevation must be raised up to the underside of the window trim. Mr. Neola seconded. With unanimous vote, the motion carried.

Agenda Item 2: ARB Case # 24-26: 96 Paw Paw Lake Drive-Garage and Master Bedroom Addition. Presented by Applicant and Contractor Patrick McVey of Englebrook Construction, on Behalf of Owner Enza Roth.

Mr. Neola asked the applicants to begin their presentation. Patrick McVey introduced himself and the homeowner, Enza Roth. He said the scope of the project includes adding a one and half car attached garage and a master bedroom addition on the rear of the home. He said one bedroom will be eliminated to accommodate the new master bedroom. All colors will match the existing house.

Mr. Neola referred to the photographs of the house displayed on the media screen and pointed out an area with trim board that wasn't accurately depicted on the drawings. Mr. McVey said they can add that, and that frieze board will be added to any necessary areas. Mr. Neola said that's fine, as long as they match all the existing details on the house.

Review of the plans were followed by discussion. Mr. Neola pointed to the right master bedroom elevation on the screen and indicated that having a window in that room on that wall would break up the east elevation. Mr. McVey said the bed would have to sit right in front of it. Mr. Marino said it would have to be placed in the corner between the walk-in closet and the bed. Ms. Roth said that window would be right next to her neighbor's driveway, and only about 10' from their door. She said she would prefer to not have any window on that side of the house. Mr. Neola said it would also provide cross-ventilation. Mr. Marino said if you installed a window higher up, like many existing windows on the home, you would get the benefits of privacy while also adding more light and cross-ventilation, and break up the wall. Mr. McVey referred to the awning windows currently on the house and said he may be able to add one or two of those up high in the master bedroom. Ms. Roth said there is a window in the master bedroom closet. Mr. Neola said it would make sense to have more than one window on that wall. Mr. Marino agreed that having one or three would be awkward, but two would look good. Ms. Roth said it's a 13' wall, and the king-sized bed and two nightstands take up that whole wall. Mr. Neola said

installing the windows higher would make them be above the nightstands. Ms. Roth asked the reasons behind requiring more windows. Mr. Neola said the main reason is that the current east elevation is a blank wall. Ms. Roth asked if blank walls were not permitted. Mr. Neola said it's not that they are prohibited, but from an aesthetic perspective, it would be beneficial to have something to break up that wall.

Mr. Neola said his thoughts are to approve the submission with all materials to match, and to add one awning window on the east elevation. Mr. McVey said he would be concerned that adding one window would look very awkward. Further review of the existing windows and discussion followed. Mr. Neola said ideally, he would like to see more windows, but he understands their preference.

Mr. Neola made a motion to approve the submission with the note that all trim details and materials for the additions must match existing. Mr. Parsons seconded. With unanimous vote, the motion carried.

Old Business: None

New Business: None

There being no further business, Mr. Neola adjourned the meeting at 6:27 p.m.



Gary Neola, Chairman

12.3.2024

Date



Ruth Griswold, Board Secretary

12-3-2024

Date



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

**ARCHITECTURAL REVIEW BOARD
MINUTES
December 3, 2024 at 5:30pm**

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

Other Officials: Mayor Bill Koons, Ruth Griswold, Board Secretary

Visitors: Colleen Woodbury, 124 Fairview Rd; Ann Dunning, 129 Burlington Oval;
Terry Valencic, 9605 Musket Dr; Rob Myers, 9 Deerfield Dr

Gary Neola called the meeting to order at 5:32p.m.

Board Secretary Ruth Griswold conducted roll call.

Mr. Neola asked if there were any comments on the meeting minutes from November 5, 2024. There were none. Mr. Marino motioned to approve the minutes. Mr. Parsons seconded. With unanimous vote, the motion carried.

Agenda Item 1: ARB Case # 24-27: 124 Fairview Road- Attached Garage and Mudroom Addition, Presented by Applicant and Owner Colleen Woodbury, and Ann Dunning, A.I.A. Inc.

Mr. Neola asked the applicants to begin their presentation. Ms. Dunning said this house originally had a detached garage that had to be demolished. The homeowner wanted an attached garage with a mudroom. The grade changes on the property presented a challenge during the design process and she explained how they were addressed. She said all trim and gutter boards will match the existing house, and the proposed roof pitch of 6:12 will match the existing roof line.

Mr. Neola said appreciates the presentation and he thinks Ms. Dunning has done a very good job integrating the garage and breezeway into the existing house. He asked board members for comments or questions.

Mr. Marino said it is obvious there is a grade challenge and suggested moving the stairs. Ms. Dunning said part of the problem is that they have 31' between the property line and the house and given the 16' door and 2' return, they can barely get into the garage, even with the 5' side yard variance they were granted. She said landscaping around the new stairs may soften it a little bit. Ms. Woodbury said it will be nice because the steps will be concrete to match the front, which provides a lot of continuity. Mr. Neola said to Mr. Marino's point, it may be better to turn the stairs to avoid encroaching the overhead door opening.

Mr. Parsons made a motion to approve the plans as submitted. Mr. Neola seconded. With unanimous vote, the motion carried.

Agenda Item 2: ARB Case # 24-28: 1228 Bell Road-Detached Garage at Police Department for Drone Vehicle. Presented by Police Chief Mike Rizzo, Applicant on Behalf of the Village of South Russell.

Mr. Neola welcomed the applicant and asked him to tell the board about the project. Chief Rizzo said he is representing the Village of South Russell and is seeking approval to build a 20x30 garage to house the department's drone vehicle. He said they obtained a 3' variance on the height of the structure, which was needed in order to accommodate the oversize vehicle.

Mr. Neola said it looks like all materials will match what is existing on the police station. Chief Rizzo said that is correct. Mr. Neola said he sees no issues with the submission, and asked board members if they had any comments or questions. They both agreed and had no questions or comments.

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

Chief Rizzo thanked the board.

Agenda Item 3: ARB Case # 24-29: 120 Ashleigh Drive-Screened Porch and Covered Porch Additions to Rear of House, and an Open Timber Frame Gazebo Structure. Presented by Robert H. Myers of RHM Homes Corp., Applicant on Behalf of Property Owners Scott and Kelly Noble.

Rob Myers began by referring to a photo of the area on the media screen and said the fireplace and the low wall would be removed. The existing screen porch will have a roof added to it for shelter from the sun. The screen porch to the right will be extended to the end of the porch,

with matching roof pitches. Mr. Myers said the new roof will be a standing seam roof, except for the area over the bay window, which would not allow a pitch to accommodate a standing seam. This area will be flat. All materials will match existing. Mr. Myers said they are also planning to construct a 10x12 timber-frame open ceiling gazebo to the left of the pool, as indicated on the site plan. He said he will be back before the board for their review of the pool house, since he needs a height variance first.

Mr. Neola asked if the roof would be copper. Mr. Myers said no, it will be a bronze color. Mr. Neola said the drawings indicate copper. Mr. Myers said they had talked about copper but decided otherwise. Mr. Neola asked if the low-sloping roof be a membrane roof. Mr. Myers said that is correct and would be a dark gray to match the existing shingles.

Mr. Neola asked board members if they had any comment or questions. Members did not, and agreed it was a nice and straightforward submission.

Mr. Neola made a motion to approve the submission as noted, that the pool house is not part of this review and approval. Mr. Parsons seconded. With unanimous vote, the motion carried.

Old Business: None

New Business: None

There being no further business, Mr. Neola adjourned the meeting at 5:52 p.m.



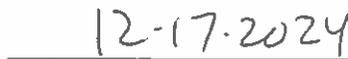
Gary Neola, Chairman



Date



Ruth Griswold, Board Secretary



Date