

MINUTES

Orange Village Planning & Zoning Commission
Architectural Board of Review
Tuesday, September 3, 2024 - 6:30 pm

Members Present: Kathy Moran, April Skurka, Staci Vincent, Brian Hitt, and Mayor Kline
Absent: Anthony Lazar and Scott Lewis
Others Present: Steve Byron, Law Director
Robert McLaughlin, Chief Building Official
Brandon Hughes, Building Inspector
Danette Gembarski, PZ/ABR Secretary

Mayor Kline called the meeting to order at 6:32p.m.

#1 29399 EMERY ROAD – ADDITION

Present: Jonathan Holland – Architect

PZ/ABR Discussion:

Mr. McLaughlin stated he just received the approval from the Village Engineer along with his comments. The notes included: downspout connections, minor grading issues, and standard storm water prevention procedures.

The Village Architect’s approval is still pending, but there are no zoning issues.

Mr. Holland explained the addition will consist of a new master bedroom suite, an in-law bedroom for Mr. Clotman’s 90 year old father, and a 3 season room. All the materials used will match the existing house.

Ms. Moran noticed the front steps and was concerned about Mr. Clotman’s father being able to enter the home. Mr. Holland stated he will use the back entrance, but there is room to build a ramp in the rear of the house.

Mayor Kline complimented the design of the addition. It flows with the existing house and appears to be part of the house rather than an addition that was added at a later date.

Mr. Hitt made a joint motion to approve the addition at 29399 Emery Road on the condition of the Village Engineer’s notes and the Village Architect’s review.

Seconded by Ms. Vincent

Ayes: Ms. Moran, Ms. Skurka, Ms. Vincent, Mr. Hitt and Mayor Kline

No: None

The joint motion was approved 5-0

**#2 100 PARK AVENUE, SUITE 420, CF BANK – REQUEST FOR APPROVAL FOR
NON COMPLIANT SIGN**

Present:

Eric Greenberg – Harlan & Associates

PZ/ABR Discussion:

Mr. McLaughlin explained that Pinecrest has a sign criteria for all the tenants. The sign must be in their designated space on the building which, is typically above the entrance of their store. CF Bank is requesting approval to have their sign on the canopy, which is not a designated spot.

Mayor Kline understands the placement of the sign needs to be positioned by the lobby doorway. This will help customers locate the ATM machine inside the building.

Mayor Kline made a joint motion to approve the CF Bank sign as proposed.

Seconded by Ms. Moran

Ayes: Ms. Moran, Ms. Skurka, Ms. Vincent, Mr. Hitt and Mayor Kline

No: None

The joint motion was approved 5-0

#3 CHIEF BUILDING OFFICIALS' REPORT

Mr. McLaughlin stated the preliminary plat for Lakes of Orange, Phase 8 is on the agenda for the September 17th meeting.

The Commission discussed the preliminary plat, lot splits, zoning issues, and the connection with phase 8 and the Lakes of Orange Development.

#4 ANY OTHER TOPIC FOR DISCUSSION

Mayor Kline told the Commission that the tree preservation plan may be added to the September 17th agenda.

#5 MINUTES FROM AUGUST 6, 2024 TO BE APPROVED

Ms. Vincent made a joint motion to approve the minutes from the August 6, 2024 meeting.

Seconded by Mr. Hitt

Ayes: Ms. Moran, Ms. Skurka, Ms. Vincent, Mr. Hitt and Mayor Kline

No: None

The joint motion was approved 5-0

There was no further business and the meeting was adjourned at 7:07 PM.

Danette Gembarski 

Date: 9-18-2024