

**MINUTES**

Orange Village Planning & Zoning Commission  
Architectural Board of Review  
Tuesday, May 6, 2025 - 6:30 pm

Members Present: Kathy Moran, April Skurka, Kimberlee Ullner, Anthony Lazar, Jeffrey Light and Mayor Kline

Absent: Brian Hitt

Others Present: Steve Byron, Law Director  
Robert McLaughlin, Chief Building Official  
Brandon Hughes, Building Inspector  
Danette Gembarski, PZ/ABR Secretary

Prior to the meeting, Mayor Kline swore in Mr. Lazar for the remainder of his three year term.

Mayor Kline called the meeting to order at 6:30 p.m.

**#1 3910 LANDER ROAD – NEW DORMER**

**Present:** Donald Tarantino – Architect

**PZ/ABR Discussion:**

Mr. McLaughlin stated that there are no reviews required from the Village Architect and Village Engineer for this project.

Mr. Tarantino stated the scope of this project is to construct a second- floor office, rebuild a walkout deck outside the primary bedroom, build a railing on the deck that matches the existing first- floor design, and extend the first-floor shed roof across the addition.

The Commission discussed the size and distance of the gables, the roof connection, and the materials matching the existing home.

Ms. Skurka made a joint motion to approve the dormer addition at 3910 Lander Road.

Seconded by Mr. Light.

Ayes: Ms. Moran, Ms. Skurka, Ms. Ullner, Mr. Lazar, Mr. Light, and Mayor Kline

No: None.

The motion was approved 6-0

**#2 3960 WATERFORD COURT–NEW DWELLING-RE-APPROVAL DUE TO EXPIRATION OF PRIOR APPROVAL**

**Present:** John Mishra – Homeowner

**PZ/ABR Discussion:**

Mr. McLaughlin explained that these plans were approved by the Commission in 2023. This project never started therefore, the permit expired. The homeowner is requesting for the plans to be reapproved so he can begin building.

Mr. Mishra told the Commission nothing has changed from the original submittal. The plan design and exterior materials being used are exactly the same as originally presented.

Mayor Kline made a joint motion to approve 3960 Waterford Court.

Seconded by Mr. Light

Ayes: Ms. Moran, Ms. Skurka, Ms. Ullner, Mr. Lazar, Mr. Light, and Mayor Kline

No: None.

The motion was approved 6-0

**#3                      31299 WOODCREST ROAD - DWELLING ADDITIONS & ALTERATIONS**

**Present:**                      Jerome & Quartese Lovelace – Homeowners

**PZ/ABR Discussion:**

Mr. McLaughlin stated this is approved by the Village Architect, but the site plan is not approved by the Village Engineer.

Mr. Lovelace explained his home is currently a ranch and they are adding a second floor. In addition to this, a new deck will be built on the second floor, an addition in the rear of the home, and a new front porch will be added.

The conversation turned to both vertical and horizontal vinyl siding, gables, removing the shutters, the brick remaining, and the removal of trees.

Mr. Lovelace went over the exterior materials. They will be replacing the roof with Oakridge onyx black shingles, vertical board and batten siding will either be dark blue or dark green, the trim will be black, and they will be removing the shutters.

Ms. Ullner made a joint motion to approve 31299 Woodcrest Road subject to the exterior colors will be reviewed administratively, photos of the existing brick will be submitted, noting the plans reflect horizontal siding but vertical board and batten siding will be installed, and addressing the concerns of the Village Engineer.

Seconded by Ms. Skurka.

Ayes: Ms. Moran, Ms. Skurka, Ms. Ullner, Mr. Lazar, Mr. Light, and Mayor Kline

No: None.

The motion was approved 6-0

**#4 VILLAS OF ORANGE CONDOMINIUM DEVELOPMENT- MILES ROAD TREE REMOVAL & REPLACEMENT**

**Present:** Jayme Schwartzberg – Deru Landscape Architecture  
Frank Kozel – Villas of Orange HOA Representative

**PZ/ABR Discussion:**

Mr. Kozel explained they are seeking approval for a landscape renovation along Miles Road. They plan on removing 87 of the existing evergreen trees. He stated they are older trees and no longer provide screening. They will be replaced with 137 new trees. They are also proposing to include a new access road in order to perform maintenance on the retention basin.

Ms. Moran liked the variety of the trees and the spacing. She asked if they had thought about incorporating any native trees into the screening.

Ms. Schwartzberg stated they did not want to use a variety of trees for the screening. They will be using evergreen trees but plan on using native shrubs for the lower screening. She tried to pick trees that will grow fast and others that will live longer. The trees have already been purchased with the sizes that are indicated on the proposed plans.

The discussion turned to grading, a continuous mulch bed, the removal of a retaining wall, and the access road in order to clean the retention basin.

Mr. Kozel brought up the topic of traffic control during this project. He would like to schedule a meeting to go over the safety requirements. Mr. McLaughlin said they will need to coordinate this with the Assistant Chief of Police.

The representative from Royal Landscaping added that the traffic will be impacted the most on the days the trees will be removed. He anticipates this will take about a day, maybe a day and a half. Flagger and cones will be in place to ensure the traffic will keep moving. He inquired about having a police officer on site, and Mayor Kline stated they will have to contact the police department to see if this is required.

Ms. Ullner made a joint motion to approve the landscaping plan for the Villas of Orange Development on Miles Road, including the tree removal and replacement of trees and a new access road, pending the approval of the Village Engineer and the police department.

Seconded by Ms. Moran.

Ayes: Ms. Moran, Ms. Skurka, Ms. Ullner, Mr. Lazar, Mr. Light, and Mayor Kline

No: None.

The motion was approved 6-0

**#5 31499 MILES ROAD – NEW 224 SQ. FT SHED WITH ROOF OVERHANG**

**Present:** Beau Bourisseau - Homeowner

**PZ/ABR Discussion:**

Mr. McLaughlin explained that due to the roof structure extending over 200 sq. ft. this needs PZ/ABR approval. Any structure under 200 sq. ft. can be approved through the Building Department. He added there are no zoning code issues and a variance is not needed.

Ms. Moran questioned the use of this structure. Mr. Bourisseau stated to store lawn equipment, pool items, chairs, etc.

Mayor Kline asked if he is building this structure. Mr. Bourisseau said yes. It is a pole barn style and will have a 4" concrete pad. He added that most of the weight will be on the poles.

Mayor Kline commented on the depth of the footings. Mr. McLaughlin stated the code requires they be 42" deep if supported on the footings. Another option because of the size of this structure is to have it on a floating slab. Mr. McLaughlin will review both of these options with Mr. Bourisseau.

Mayor Kline made a joint motion to approve the 224 sq. ft. shed with roof overhang at 31499 Miles Road, subject to the Village Engineer's comments and the Building Department's code review.

Seconded by Ms. Ullner.

Ayes: Ms. Moran, Ms. Skurka, Ms. Ullner, Mr. Lazar, Mr. Light, and Mayor Kline

No: None.

The motion was approved 6-0

**#6                    28900 JACKSON ROAD –REPLACEMENT SWIMMING POOL**

**Present:**                    Ryan Sauer – Lighthouse Pools  
   Joe Santoriella - Homeowner

**PZ/ABR Discussion:**

Mr. Santoriella stated his current swimming pool is being replaced. It is the same size and style and will be installed in the same location.

Mayor Kline questioned why this needs approval from the Commission since it is just replacing an existing pool. Mr. McLaughlin stated the code requires any project involving a pool needs the approval of PZ/ABR. Mayor Kline suggested the code be updated to reflect any pools being replaced shall be processed through the building department for approval.

Mayor Kline made a joint motion to approve the replacement of the swimming pool at 28900 Jackson Road.

Seconded by Ms. Ullner.

Ayes: Ms. Moran, Ms. Skurka, Ms. Ullner, Mr. Lazar, Mr. Light, and Mayor Kline

No: None.

The motion was approved 6-0

#7

**29799 HARVARD – NEW 400 SQ. FT. SHED/PAVILLION**

**Present:** John Martin – Homeowner

**PZ/ABR Discussion:**

Mr. McLaughlin stated the homeowner is proposing a 400 sq. ft. modified pavilion with half the structure being enclosed. This was approved by the Village Architect as noted and pending approval by the Village Engineer. He explained that since this is over 200 sq. ft. this needs the approval from PZ/ABR.

Mr. Martin stated the exterior materials used will be a standing seam bronze colored metal roof, and the structure will be painted Sherwin Williams shade Grown, which is a dark green. It will be located 27' from the side property line and behind their current playset.

Mr. Light asked if there will be electrical power in the structure. Mr. Martin stated, not right now, but eventually.

Mr. Lazar asked about the footers. Mr. Martin will need to add this and will review this with Mr. McLaughlin.

Mayor Kline made a joint motion to approve the proposed 400 sq. ft. shed/pavilion at 29799 Harvard Road pending approval by the Village Engineer.

Seconded by Ms. Ullner

Ayes: Ms. Moran, Ms. Skurka, Ms. Ullner, Mr. Lazar, Mr. Light, and Mayor Kline

No: None.

The motion was approved 6-0

#8

**OMNI COMMERCIAL –PPN 901-03-039 LOT SPLIT PLAT**

**Present:** Gary Biales – OMNI Senior Living

**PZ Discussion:**

Mr. Biales stated he is proposing splitting parcel number 901-03-039 into five separate parcels.

Mayor Kline stated that this was not approved by the Village Engineer and he listed his comments. Mr. Biales replied that these comments are being addressed.

The discussion turned to the two potential tenants that will be purchasing their parcels, the remaining two lots that are still for sale or can be leased, and the potential addresses for this development.

Mr. Lazar made a motion to approve PPN 901-030-039 Lot Split subject to the Village Engineer's comments.

Seconded by Ms. Ullner

Ayes: Ms. Ullner, Mr. Lazar, Mr. Light, and Mayor Kline

No: None.

The motion was approved 4-0

#9

**ORDINANCE NO. 2025-8 – TO AMEND THE PROCESS OF VIOLATION NOTICES TO BE SIMILAR THROUGH BUILDING AND ZONING CODES**

**PZ Discussion:**

Mayor Kline reminded the Commission that this was tabled from the last meeting in order to revise the documents.

Mr. Light discussed the consistency of the wording in the ordinance and some typographical errors.

Ms. Ullner made a motion to recommend to Council the passage of Ordinance Number 2025-8 as amended with typographical errors to be corrected.

Seconded by Mr. Lazar

Ayes: Ms. Ullner, Mr. Lazar, Mr. Light, and Mayor Kline

No: None.

#10

**CHIEF BUILDING OFFICIAL'S REPORT**

Mr. McLaughlin stated there are four projects on the agenda for the May 20<sup>th</sup> meeting.

1. The Omni/Pulte preliminary development plan for the 15 unit town homes.
2. Bahama Breeze redevelopment plan
3. 30710 Harvard Road – partial changes on the siding
4. 3625 Orange Place – changing the exterior color of the building

#11

**ANY OTHER TOPIC FOR DISCUSSION**

Mayor Kline stated Pulte is progressing on the residential project.

Also, he spoke with the owners of the retail buildings on the corner of Miles and Brainard Road concerning renovating this area and updating the exterior structures to create more of a shopping district. He is hopeful he will be able to meet with them in the near future.

#12

**MINUTES FROM APRIL 15, 2025 TO BE APPROVED**

A joint motion was made by Mr. Light to approve the minutes from the April 15, 2025 meeting.

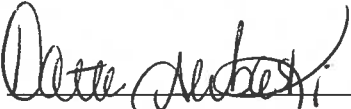
Seconded by Ms. Skurka.

Ayes: Ms. Moran, Ms. Skurka, Ms. Ullner, Mr. Lazar, Mr. Light, and Mayor Kline

No: None

The motion was approved 6-0.

There was no further business and the meeting was adjourned at 8:04 PM.

Danette Gembariski  \_\_\_\_\_ Date: 5-21-2025