

## MINUTES

Orange Village Planning & Zoning Commission  
Architectural Board of Review  
Tuesday, October 7, 2025 - 6:30 pm

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

Absent: April Skurka, Brian Hitt

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

### **#1 29700 EMERY ROAD – NEW DWELLING & TREE PRESERVATION PLAN**

**Present:** Jason Baylor – Payne & Payne

#### **PZ/ABR Discussion:**

Mr. McLaughlin stated this was approved by the Village Architect and pending the review of the Village Engineer.

Mayor Kline stated he is aware that the community garden is encroaching on this property, and he plans on scheduling a meeting with the homeowner to discuss some solutions.

Mayor Kline brought up the drainage issues along Emery Road and other areas in Orange Village. He stated the Village Engineer is looking into these issues, and once the recommendations are determined, it will be beneficial to building this house and the community.

The next topic discussed was the 100-foot front setback and the location of the house on the property. There is concern that the proposed location of the house is in an area where flooding occurs. Also, the home would be located farther from the street than the neighboring homes. It was suggested to move the home forward to align with the neighboring homes.

Mr. Baylor requested to be able to determine the setback after conferring with the homeowner. Mr. McLaughlin stated the 100-foot front setback is in compliance with the zoning code. Mr. McLaughlin stated if they do change the setback, a new site plan would need to be submitted and approved. This could be approved administratively.

Mr. Baylor went over the exterior materials.

Roof Shingle – Driftwood

Siding - Hardie – Artic White

Veneer brick – Belden Alaska White

Trim – White

Garage door – White

Front Door – Cooper Brown

Window Frame – Bronze

Next, Mr. McLaughlin presented the tree preservation plan. He stated the plan satisfies the code requirements of 35% canopy coverage. Mayor Kline brought up the conversation he had with the homeowner about the possibility of trading some land with Orange Village. If it is accepted it would add trees to the current canopy coverage.

While reviewing the plans, Ms. Moran noticed that the trees and plants shown on the right side elevation will be too tall and will block the window. She suggested changing the landscape design and incorporating smaller plants. Mr. Baylor appreciates her suggestion.

Mayor Kline noticed the side elevation has a large blank wall. Mr. Baylor stated this is the main living area, and the plans reflect built-ins along the wall. Also, if a window was added, the view would be of the community garden, and the homeowner wanted some privacy.

Ms. Ullner made a joint motion to approve 29700 Emery Road complying with the Village Engineer's comments, the final determination of placement of the setback of the house to be approved administratively, and the site plan to be modified.

Seconded by Mr. Light.

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

No: None

The motion was approved 5-0

**#2** **PINECREST – PAD #12 PARKING LOT**

**Present:** Mary Harris- Tanger Cleveland  
Timothy Hood – Pleasant Valley Corporation  
Josh Cribelar – American Structurepoint, Inc.

**PZ/ABR Discussion:**

Mr. Cribelar is the project engineer and explained that this area was designated for a future building. This section was approved as part of Pinecrest's original development plan. Pinecrest anticipates constructing a building on this site within the next two to three years, but in the meantime the property owner would like to utilize this site temporarily for a parking lot to accommodate additional parking needs.

The Commission discussed adding trees, adding additional parking lot islands, the relocation of handicap parking spots, the definition of a temporary time frame, and the addition of lighting.

Ms. Harris replied that since this is a temporary situation, they would prefer not to add trees.

Mayor Kline asked their definition of temporary. Ms. Harris replied 36 months. The Commission does not feel 36 months is considered temporary. Ms. Moran stated she would consider 18 months to be temporary, and she is recommending planting nine additional trees.

Ms. Harris suggested using planters in this area instead of planting trees. Ms. Moran stated planters are effective in pedestrian areas but not in parking lots. Ms. Moran will settle for planting four trees evenly spaced adjacent to the playground. Ms. Moran feels by adding these trees it would help to make this area consistent with the current parking lot landscape.

Mr. Light is concerned about the insufficient lighting in the new parking area. He feels this might be a safety issue for customers. Ms. Harris stated they have plenty of lighting in the parking lot and along the buildings. She added that there are security cameras that cover the entire parking lot.

Mayor Kline suggested waiting for the Village Engineer's comments to see if he will require a photometric study in order to see if additional lighting is needed to comply with the building code.

Ms. Ullner made a joint motion to amend the final development plan, allowing a temporary parking area in Pad #12 subject to complying with the Village Engineer's comments, requiring planting no less than four trees along the east side of the parking lot, adding at least two trees to the existing corner islands on the west side, requiring the trees being planted to be consistent with the current trees, relocating two handicap parking spaces closer to the playground area, conducting a photometric study if deemed necessary by the Village Engineer, or alternatively adding additional lighting, and reviewing the landscape plan after 18 months.

Seconded by Ms. Moran.

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

No: None

The motion was approved 5-0

### **#3        3900 WATERFORD COURT – POOL & REAR ADDITION**

**Present:** Matt Matisko – Cloonan Design

**PZ/ABR Discussion:**

Mr. McLaughlin stated this was approved by the Village Architect and approved as noted by the Village Engineer. He added that the addition and pool comply with the zoning code.

Mr. Light asked if a fence is required with a pool. Mr. Matisko stated there is an existing fence, and it is shown on the plans. The fence follows the property line.

Ms. Ullner asked if this is an outdoor kitchen. Mr. Matisko stated it is a covered patio with a grill. Mayor Kline questioned the requirements for a grill under a roof. Mr. McLaughlin explained that when the permit is submitted, it will need to include the specs for the grill. Mr. Matisko added that the height of the roof is high enough to accommodate the grill.

Mr. Matisko stated that he will be using a gray stone for the fireplace, and all other exterior materials will match the existing house.

Mayor Kline made a joint motion to approve the pool and rear addition at 3900 Waterford Court, complying with the Village Engineer's recommendations and the determination of the adequacy of open cooking area protection.

Seconded by Mr. Light.

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

No: None

The motion was approved 5-0

**#4**

**240 NOB HILL – ROOF STRUCTURE ON EXISTING DECK**

**Present:** Scott and Maxine Miller – Homeowners

**PZ/ABR Discussion:**

Mayor Kline stated this was approved by the Zoning Administrator. Mr. McLaughlin added that a review was not required by the Village Architect nor Village Engineer due to the deck and roof complying with the zoning code.

Mr. McLaughlin explained to the Commission that this was constructed prior to receiving a permit. The deck has been approved by the Building Department, but the roof structure needs PZ/ABR approval.

Mr. Light asked about a railing around the deck. Mr. McLaughlin replied that state code does not require a railing unless it is 30" above grade. Ms. Miller stated railings have been installed, and the picture the Commission is reviewing is not current. Ms. Miller displayed a recent picture of the deck to the Commission, which included the railings.

Mr. McLaughlin read the deck proposal that was submitted in the packet and reviewed the exterior materials. Mr. McLaughlin added that there will be ceiling joists every 4' coming down a third above the beams.

Mayor Kline asked about the open space under the deck. Mr. Miller stated they will have landscaping around the deck, which they plan on installing in the spring.

Ms. Ullner made a joint motion to ratify the plans for the roof structure at 240 NOB Hill.

Seconded by Mr. Light.

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

No: None

The motion was approved 5-0

**#5**

**27375-27395 AVERI LANE (LOTS 1-3) – NEW DWELLING**

**Present:** Gabe Kirksey – Pulte Homes

**PZ/ABR Discussion:**

Mr. McLaughlin stated this was approved by the Village Architect and not approved by the Village Engineer.

Mr. Kirksey reminded the Commission that this development is an extension of the Canyons project that has been reviewed in the last couple PZ/ABR meetings. These are the 3-story townhomes that lead into The Canyons development. The Commission will be reviewing the first building tonight.

Mr. Kirksey presented the exterior materials:

Main Siding – White  
Accent Siding – Harvard Slate  
Main Trim – Glacier White  
Accent 1 Trim – Storm  
Accent 2 Trim – Glacier White  
Accent Panel – Pure White  
Roof Shingle – Weathered Wood  
Metal Roof – Dark Bronze  
Garage Door – Essential Gray  
Entry Door – Black Bean  
Brick – Coral Blend  
Windows – White

Ms. Moran asked if this development will have the black window frames. Mr. Kirksey stated no, that detail is on The Canyons homes, but he thinks Pulte will add this feature throughout the entire development.

Mr. Kirksey pointed out that the building height, which is 43' and 1", is not noted on the drawings. He will make sure this is added and will be included on future plans.

Mayor Kline asked if there is an option for an elevator in these units. Mr. Kirksey stated no.

Mr. Light asked about the rooftop option. Mr. Kirksey stated there will be an option for a rooftop patio. The sales team will present this feature to the potential buyer.

Mr. Lazar made a joint motion to approve 27375-27395 Averi Lane, lots 1-3 homes subject to the Village Engineer's comments.

Seconded by Mayor Kline.

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

No: None

The motion was approved 5-0

**#6                    THE CHIEF BUILDING OFFICIAL'S REPORT**

Mr. Hughes stated two projects were submitted.

4475 Lander Road – addition  
Omni Commercial Development- plat revisions

#7

**ANY OTHER TOPIC FOR DISCUSSION**

Mayor Kline discussed unmaintained ponds on private properties and the drainage issues this is causing.

The Commission discussed the involvement of both the Building Department and the Village Engineer, the obligation of the property owners, the drainage issues caused by unmaintained ponds, the expense of maintaining the ponds, and the HOA involvement.

Mayor Kline will be presenting this issue at the next Council meeting.

#8

**MINUTES FROM SEPTEMBER 16, 2025 TO BE APPROVED**

A joint motion was made by Ms. Moran to approve the minutes from the September 16, 2025 meeting.

Seconded by Mr. Light.

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

No: None

The motion was approved 5-0

There was no further business and the meeting was adjourned at 8:45 PM.

Danette Gembariski 

Date: 10/22/2025