



Village of  
**Glenwillow**

Honoring the Past - Welcoming the Future

Architectural Review Board  
October 21, 2020  
6:00 PM Meeting

Mayor Cegelka called the meeting to order at 6:20 p.m.

Present: Mayor Mark Cegelka, Tim Hauptert, Jerry Eisen, Barb DiBacco, Roberto Pinedo

Others present: Law Director Mark Marong, Building Commissioner Bob Rodic,  
Engineer Mike Henry (by phone)

**Motion by Barb DiBacco seconded by Jerry Eisen to approve the minutes of the  
September 16, 2020 Architectural Board of Review Meeting.**

**Yeas—Mayor Cegelka, Hauptert, DiBacco, Eisen, Pinedo  
5 yeas – 0 nays  
Motion carried**

**OLD BUSINESS:**

None

**NEW BUSINESS:**

**REQUEST FOR DESIGN APPROVAL OF A FOUR-FOOT HIGH PICKET FENCE AT 29369  
SOUTH VILLAGE LANE:**

Building Commissioner Bob Rodic reported; The applicants Chun Fang Wu and Gee Ming Mak the owners of the property at 29369 South Village Lane are seeking site and design approval to authorize the construction of a four-foot (4') high picket fence that will be located in the rear yard of the property. The fence will be approximately 114' in total length. The property is zoned Village Center Home District. The fence will be white in color and vinyl in material. It will be located west of the storm sewer easement on the westerly side of the property. The location of the fence with its' relationship to the east property line will need to be defined prior to permitting. The application includes: fence permit application, a site plan which depicts the setback of the fence from the side and rear property lines, an image of the fence, and approval from the Glenwillow Place Homeowners Association. Comments from the Village Architect are also attached. The submission has been amended from the scalloped style picket fence to the more traditional style to comply with the Village Architects comments.

There is an existing fence on the adjacent property at 29309 South Village Lane (depicted on the site plan as lot 19) that was permitted in 2016. It is located outside of the storm sewer easement approximately ten (10) feet from its' easterly property line. The proposed fence at 29369 South Village Lane will be approximately ten (10) feet from its' westerly property line to keep it outside the easement providing an aggregate distance of twenty (20) feet between the two fences. I have Attached is the section of the HOA Bylaws referenced by Mr. Goolamier. The section concerns itself with closely spaced parallel surfaces that would require routine maintenance such as lawn mowing. The fence is a permitted accessory use and conforms to with the zoning code.

**Motion by Tim Hauptert seconded by Jerry Eisen for design approval a four-foot high picket fence located at 29369 South Village Lane.**

**Yeas—Cegelka, Hauptert, DiBacco, Eisen, Pinedo  
5 yeas – 0 nays**

**Motion carried**

**REQUEST FOR DESIGN APPROVAL OF A FREE-STANDING SIGN AT THE PETTIBONE ROAD DRIVEWAY FOR 31031 DIAMOND PARKWAY:**

Building Commissioner Bob Rodic reported; Superior Beverage located at 31031 Diamond Parkway is seeking design approval to construct a free-standing sign to discourage truck traffic and serve as identification of an "Employee Entrance" at a site located on the north side of their property fronting on Pettibone Road. The property is zoned as General Industrial District. The 2-sided sign will be approximately 27 s.f. per sign face (4.5' x 6.0') and will be setback approximately 11.5' from the public right-of-way. With the application is a written narrative explaining the sign, the landscape improvement plan, images of the proposed sign and the modified entrance, plant material details, and the existing and proposed signage. The plan conforms to the Zoning Code.

Barb DiBacco questioned why there was no sign on the west bound side. John Clark, Director of Facility and Grounds, for Superior Beverage commented; it was decided the anticipated amount of traffic coming from that direction would be minimal and therefore making it not necessary and could cause a line of site issue.

Jerry Eisen questioned if the sign will be lit up. The sign will not be lit up.

Mike Henry commented; the wording of the sign will be changed to *Employee Entrance, All others proceed to Diamond Parkway* and state NO TRUCKS.

**Motion by Tim Hauptert seconded Barb DiBacco for design approval of a free-standing sign at the Pettibone Road driveway for 31031 Diamond Parkway.**

**Yeas—Cegelka, DiBacco, Hauptert, Eisen, Pinedo  
5 yeas – 0 nays**

**Motion carried**

**REQUEST FOR DESIGN APPROVAL OF A SHED LOCATED AT 7655 PINECREST LANE:**

Building Commissioner Bob Rodic reported; Benita Smith, the owner of the property at 7655 Pinecrest Lane is requesting design approval of a 10' x 12' (120 s.f.) accessory building on the property which is 41,460 s.f. in area. The property is in the Country Home District. The shed is existing and was constructed without approvals in October 2018. An accessory building is permitted in the side and rear yards. The application includes a photograph of the proposed location (site plan), images of the accessory building and main structure, and an approval with recommendations from the HOA. The plan conforms with the Zoning Code.

Mayor Cegelka commented; in the HOA approval it was mentioned the shed needs to be painted the same color.

**Motion by Roberto Pinedo seconded by Jerry Eisen for design approval of a shed at 7655 Pincrest Lane with the recommendation of the HOA that the shed be repainted the same color.**

**Yeas—Cegelka, DiBacco, Eisen, Pinedo  
Abstain-Hauptert  
4 yeas – 0 nays  
1-abstain**

**Motion carried**

**REQUEST FOR DESIGN APPROVAL OF A GAZEBO LOCATED AT 29810 PETTIBONE ROAD:**

Building Commissioner Bob Rodic reported; the Village of Glenwillow is requesting design approval of a gazebo for public use to be located at 29810 Pettibone Road in the Pettibone Road Park. The property is zoned Village Center Business District. The gazebo is part of the Pettibone Road Park Master Plan approved by the Planning Commission in June 2017. A copy of the Master Plan is in the application along with the site plan, the elevation, and the prospectus views. The 9-sided polygon will be nearly 18'-6" in height. It will be of wood frame construction with a green metal roof covering with the structure's columns, railing and trim elements painted white. The plan conforms to the zoning code.

Engineer Mike Henry commented; as noted in the application the roof will be green and the columns and railing will be white. The gazebo is elevated approximately 12" and will not have steps. There are two openings into the gazebo.

**Motion by Roberto Pinedo seconded by Tim Hauptert for design approval of a gazebo at 29810 Pettibone Road.**

**Yeas—Cegelka, DiBacco, Hauptert, Eisen, Pinedo  
5 yeas – 0 nays**

**Motion carried**

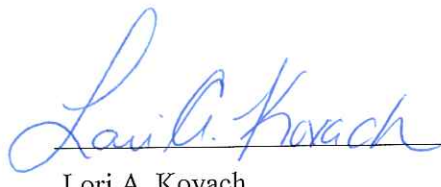
**MISCELLANEOUS:**

Building Commissioner Bob Rodic commented; an application was submitted for a shed approval for the next ARB meeting scheduled November 18<sup>th</sup>.

There being no further business to come before the Architectural Review Board, motion by Tim Hauptert second by Jerry Eisen to adjourn the meeting. Vote on the motion to adjourn was all yeas and no nays.

The meeting was adjourned 6:41p.m.

  
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Architectural Review Board

  
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Lori A. Kovach  
Clerk of Council

Architectural Review Board

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Clerk of Council