



**Architectural Board of Review Minutes  
Monday, February 7, 2022  
8 A.M.  
Via Conference - Zoom**

Members Present: Hans Walter, Chair  
James Neville, Vice-Chair  
Robert Sullivan, Member

Others Present: Daniel Feinstein, Senior Planner  
Kelly Beck, Planning Specialist  
Joyce Braverman, Planning Director

The meeting was called to order by Daniel Feinstein, Senior Planner at 8:00 a.m.

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Approval of the January 18, 2022 Meeting Minutes

Approved with correction.

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**#20855 - Van Aken Boulevard - Blue Line Rapid Station, End of the Line.**

Mr. Feinstein reviewed the history and previous meetings.

Matthew Marotta, GCRTA, said the construction documents are currently underway. This proposal is a new platform with comfort station, screening and fencing. They will upgrade security and lighting. The existing eastbound tracks will be demolished along with the storage track. This station will increase pedestrian safety and ADA access and create an experiential station. There will be a public restroom and private restrooms for RTA personnel. This is a waiting area/shelter for the bus station. The fence base bid to screen the reclosure station was expensive with the perforated panels. The proposed screen fence has vertical slats which still allow for the play of light/shadow. They are helping with crime prevention through environmental design by allowing some vision through the site. The colors of the building will be charcoal, zinc, black, grey cast stone and wood. He then showed 3 options for the wood color.

Mr. Neville said the shelter has a nice form. He asked that the edge of the roof form be clarified.

Mr. Marotta said it is a rolled edge for rigidity. It is possible to add a roof hatch, but that is not

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desirable. They may have a maintenance person use a ladder, but they will have to address that via an internal maintenance regulation.

Mr. Neville said the shelter building looks good. He expressed concern about the base of the double columns at the west end. The notes say this is black concrete or dark metal. Black concrete does not really work, with 60 to 70% grey based on his experience. RTA is traditionally generous with salt application. Could the base concrete be raised as protection for the column?

Mr. Sullivan said he would look at the vents instead of rooftop equipment for the comfort station portions of the building.

Mr. Walter said he appreciates the thoughtfulness of the design. He likes the lightest wood color best for the underside of the canopy. This will set it off better against the dark bands.

Mr. Sullivan said this will also give lift to the other dark elements. And it will be in perpetual shade.

There was general agreement that the lightest color soffit wood color material is best.

Mr. Neville asked what is behind the low wall at the southwest corner of the canopy. Debris could collect there.

Mr. Marotta said it is a heat pump.

Mr. Walter said the view could be distracted with a railing.

Mr. Neville said he likes the slat elements for the screen fence around the reclosure bases. It is not as busy. This area could be treated as a special element with this type of fence screen element around the enclosure. The adjacent landscaping could be extended as well.

Mr. Walter suggested using the decorative panels sparingly and use the typical picket fence in other places. He likes the quiet Tuttle Road view. He prefers the slat wall over the laser cut detail that was formerly proposed.

Mr. Marotta noted the laser cut panels are \$1K each at 3/8" thick.

Mr. Neville said the laser panels should be used only at pedestrian transition details of the railing.

Mr. Sullivan said the site amenities are good. He would work with the manufacturer to get materials that are not susceptible to salt damage, or add a replacement schedule.

Approved the building design with the use of the lightest wood-like option of ACM soffit, Sunny Pear, for the underside of the roof and the suggestion to investigate modifying the pillar base condition for salt tolerance.

Continued the reclosure screening, site landscaping and railing with the following comments; 1) study changing the wall and landscape location on the west end of the project; 2) clarify the decorative railing panel locations and design; 3) study the transitions from vertical panel screening to guardrail sections; and 4) add taller vertical panel screening or other more solid screening to the

track side of the heat pump enclosure.

Revised plans for landscape and fence details to be submitted for Board review.

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**#20853 - 19600 North Park Boulevard - Primary Building Additions.**

Fran Bisselle, Hathaway Brown School, introduced herself as head of Hathaway Brown. The renovations of the portions of the campus that are being completed are terrific. They are moving forward with their master plan. This now includes updating the learning environments in the lower and early childhood areas. The “link” building was built in the 1990’s and connects the school to the historic dormitory building. Enhancements are more to the interior, but there are safety measures that must be addressed as this space is for the 2 to 5 year old children. This portion of the school campus faces Courtland Boulevard.

David Zenk, Gund Partnership, described the proposal as a new addition on the south end will have a full basement in order to accommodate additional mechanical equipment. There is a plaza deck above the below-grade mechanical room. The link building has case stone with brick veneer. The redesigned entry will be between the link building and the dormitory, with the addition at the south end. Three small bay elements are on the addition similar to other areas of the building. The connection entry is designed to be filled with light. He showed the materials page.

Mr. Sullivan asked about the rendering at the south end. Are these timber details.

Mr. Neville said it is difficult to visualize the design of the building all together. He does not like the detailing on the addition, but this could be due to his inability to visualize it. Is it possible that these ends of the building could be rendered?

Mr. Walter said he is also having trouble visualizing the design completely. The connector entry piece needs to be sensitive to both buildings.

Mr. Zenk said glass brings light into the space.

Mr. Walter asked that they be careful to not divorce both buildings from themselves. The older rendering makes the line drawing clearer. The connector entry does need to tie in better to the existing design.

Mr. Neville said he understands the link addition new doors with adjacent windows. They look like the compete with the stairway.

Ms. Bisselle said they are trying to preserve the dormitory building exterior. There is a safety strategy for young children.

Mr. Zenk also noted programmatic issues for this age and codes to be followed. There are two phases of the project, planning for the link building and the entry area and addition.

Mr. Walter suggested the leftmost door be pushed around the corner. The other two doors are very symmetrical.

Mr. Sullivan said the door could move to the other side of the windows, then the other two remain symmetrical due to the curve of the building wall.

Continued the new door locations on the link building with the suggestion to move the left-most door to the far side of the windows in that room.

Tabled review for the applicant to study the glass entry addition entry addition and southern addition to the dormitory building including submission of overall elevation drawings and renderings to better illustrate the design.

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**#20840 - 3696 Townley Road - Addition.**

Brian Clites, homeowner, said this is rear elevation addition that was reviewed before. They have removed the belt band as requested.

Kayleigh Smith, CPK Construction, said the sizes of the gable vents now match, and the detail of the shake siding is correct on the rendering.

Mr. Clites said a composite shake siding will be used.

Mr. Neville asked about the grids in the windows.

Mr. Clites said only the front first floor windows have traditional grids. The remaining windows have a strange etched glass detail to look like grids.

Mr. Sullivan said if the rest of the windows were regular it would not be a question. He is accepting of the request as shown.

Approved.

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Mr. Sullivan recused himself and left the meeting.

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**#20721 - 16450 Chagrin Boulevard - Resubmission: Signage.**

Mr. Feinstein said the building is currently under construction. The contractor is back to continue the conversation regarding signage. There are concerns regarding the amount of signage and what the zoning code refers to primary and secondary signage.

James Vacey, Signature Sign, said this is similar to the previous submission. On the west elevation

they can bring the signage down to the canopy. The existing ground sign is a welcome to the overall commercial center, but with no specific businesses. There are also red columns on the directional signage.

Mr. Vacey said the color of the posts can go back to the owner.

Mr. Walter said the front door elevation signage is fine.

Mr. Feinstein asked about the west canopy.

Mr. Neville said if it were a choice he would prefer monument signage to canopy signage.

Mr. Feinstein noted the proposed monument sign is too tall and too large. The code allows a 5-foot tall sign, and only allows internal illumination of the items of information. The proposed sign now shows all of the tenants.

Mr. Walter said the other option is that neither of the signs are necessary. The building is high and visible. The site is not heavily landscaped so he does not believe either the western wall or monument signs are necessary.

Mr. Feinstein asked that the monument sign be resubmitted so that it can meet code. The Board will want to see the alternatives to the current submission. He asked the Board opinion of the red posts.

Mr. Walter said this is not preferred as it is too much franchise coloring.

Mr. Neville said the posts should match the grey window system color.

Tabled the submission for the applicant to investigate the following: 1) removal of the west-facing wall sign, with the possibility of it being lowered to the canopy edge; 2) Removal of the red band around the drive-through canopy signage; 3) revision of the red color from the posts of the interior traffic/informational signs and replaced with anodized color like window/door trim; and 4) redesign of the monument sign.

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Mr. Sullivan re-joined the meeting.

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**#20841 - 3139 Montgomery Road - Window Alterations.**

Joe Emery, Emery Construction, explained the changes to the windows.

Mr. Walter asked if the trim and sill will be the same as the existing windows. Do the head heights remain the same?

Mr. Emery confirmed this was the intention.

Approved with the following conditions: 1) the trim around the new windows match the existing conditions on the house; and 2) investigate an additional vertical grid in each sash of the new windows.

Revised window grid pattern to be submitted for Board review.

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**#20842 - 3553 Avalon Road - New Vinyl Siding: Grey. Trim: White. Window Alterations.**

Katie Veasey Gillette, City Architecture, said they are working with the Cuyahoga Land Bank on this renovation for a future buyer. They will replace the roof with an architectural shingle. The windows will be replaced with double hung windows to match the pattern of the existing windows. There will be a new front entry door and new 7 inch straight shingle siding in vinyl. The trim details will be maintained. New shutters of appropriate proportions will be replaced. One window at the side entry will be removed, along with a door and railing on the rear, which will be replaced. The sunroom windows will have a grid pattern. The garage siding will also be replaced with 5 inch lap siding in the same color as the body of the house.

Mr. Neville asked about the existing casement windows.

Ms. Gillette said they will be removed and replaced with double hung windows.

Mr. Sullivan asked about the head heights of the new windows.

Ms. Gillette said this is a drafting error. The trim will be wrapped in white coil and all of the existing trim will remain, including at the second floor overhang.

Mr. Neville asked what color the corner boards will be.

Ms. Gillette said they are proposing white corner boards.

Mr. Walter asked if it is possible to do the corner boards in the same color as the body of the house.

Ms. Gillette said she can check. What if this is not available.

Mr. Walter said they have approved both ways, but the preference is a match to the body color for the corner boards.

Mr. Feinstein said they will need to build out the trim to maintain the window details in front of the new siding.

Mr. Sullivan asked about the entry doors. The specs say steel doors.

Ms. Gillette said they are Jeldwen fiberglass doors. The door specification note needs to be changed.

Approved with the following conditions: 1) trim boards to match the existing conditions at the first and second stories; 2) trim detail be built out to be proud of new siding material; 3) change note on

door material; and 4) prefer corner trim boards to match the house wall color.

Revised plans must be submitted for administrative review.

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**#20843 - 20140 Van Aken Boulevard - Lucky Shoes Signage.**

Amy Noble, Ellet Neon Sign, said this is the same owner, but they are no longer associated with the New Balance brand. The new sign will be flush mounted channel letters, centered on the sign band in the required red color. They are just installing a new face on the hanging sign.

Approved.

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**#20844 - 3500 Daleford Road - As-Built Window Alteration.**

Yinzhu Piao, owner, said this is her first house in Shaker Heights. They bought the house and took on all of the Point of Sale violations. This house had been vacant for several years. They changed all of the windows on the house. This was her contractor’s first time in Shaker Heights as well. He said he had applied for permits. They were not aware they had not been approved.

Ms. Beck indicated she had emailed the contractor twice since August in regard to their application for windows.

Mr. Neville noted the first floor windows were cottage style windows before.

Mr. Feinstein said there are also no grids in the bottom sash now.

There was discussion regarding the size of the window openings and the new double hung windows.

Approved.

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**#20846 - 2886 Litchfield Road - Window Alteration.**

Claire Barilla, Brightwater Design, said they propose to add two new windows in a new master bedroom suite.

Mr. Sullivan asked about the through the wall air conditioning unit.

Ms. Barilla said the air conditioning unit will be removed.

Approved.

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**#20847 - 22440 Canterbury Road - Window Alteration.**

Kiona Delaine, Renewal by Andersen, said they are proposing to alter window 101 in the kitchen. The sill will be raised and a panel added below to match the panels on the front of the house.

Approved.

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**#20833 - 16520 Parkland Drive - Resubmission: Window Alteration.**

Jessica Powell, Woodland Design, explained the pattern of the windows and door grids has been altered as requested. This new pattern looks much better.

Approved.

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**#20849 - 2963 Montgomery Road - Landscape Elements.**

Jessica Powell, Woodland Design, said the owners would like to formalize their outdoor space. They currently have an awning, but want to add a permanent roof. They will be using slate, brick, and matching the trim details of the house. The new roof is flashed up under the decorative band.

Mr. Neville asked if they had considered a hip roof.

Ms. Powell said this is not a high slope. They were worried about the materials and ridge being everything you see.

The Board agreed the garage hood detail would be a good starting point for the new roof detail.

Mr. Neville asked that the posts near the house be moved away from the house wall for maintenance purposes.

Mr. Sullivan noted the front posts should be the same distance from the edge as the rear posts.

Approved with the following conditions: 1) the porch roof side detail matches the garage hood roof; and 2) the front and back porch posts are pulled in an even distance from the roof edge.

Submit revised plans for administrative review.

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**#20850 - 2939 Montgomery Road - Window Alteration.**

Jessica Powell, Woodland Design, explained the first floor windows will be replaced. They are

currently leaded glass. She said they propose the lead tape, like they did for another installation that turned out really well.

Approved.

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**#20851 - 2903 Carlton Road - Window/Door Alterations.**

Jessica Powell, Woodland Design, said they propose to make the current double window opening to a triple casement and the sill height and head will be raised This will allow for cabinets below the windows. The new shed roof will be centered under the second floor windows.

Approved with the understanding that the first floor front facing window on the side yard bump out will be removed.

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**#20832 - 22299 McCauley Road - Resubmission: Rear Addition.**

Jessica Powell, Woodland Design, explained the revisions made based on the comments from the prior meeting.

Approved.

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**#20848 - 22700 Canterbury Road - Window/Door Alteration.**

Richard Cissel, architect, explained these are alterations based on interior renovations. All of the openings are planned to have 7 foot head heights. They will eliminate the octagon window adjacent to the front entry, the driveway side will have the head heights raised, the porch slider door is already at 7 feet high, and opposite the driveway the picture windows are to be replaced with two double hung windows. There is a window to be infilled with brick in the new master bedroom.

Approved.

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**#20739 - 20108 Lomond Boulevard - Resubmission: Porch.**

Scott Hasselman, homeowner, said detailing has been added at the posts and door.

Mr. Neville said the intent was to encourage the front entry to be celebrated, this is not really the case.

Mr. Hasselman said the plan was to infill portions with brick, but there is probably room to add more trim.

Mr. Walter asked if there is a pilaster at the house. If these were added it would help the details.

Mr. Sullivan said the current door details are almost all being removed. The entry really needs more architectural detail than is proposed.

The Board agreed the existing entry is quite handsome. The new is simple flat stock. It appears to be the bare minimum.

Mr. Sullivan said the concept is ok, but the details need to be fleshed out.

Mr. Neville said the gable end of the porch roof should have substantial depth, perhaps 5 ½ to 6 inches.

Continued for the applicant to address the following: 1) add half posts attached to the new house brick; 2) add an arched entry board on the new house brick connecting to the half posts; 3) design additional detailing into the front entry reflecting the existing level of design detail on the house.

Submit revised plans for Board review.

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**#20852 - 3020 Courtland Boulevard - Entry, Side and Rear Additions.**

Mr. Feinstein said this is basically 4 additions. The front entry addition was reviewed by the Board of Zoning Appeals as it is in front of the required front yard setback. The variance was approved, but a member suggested additional fenestration.

Melissa Fliegel, Van Auken Akins Architects, said there are several additions, including a garage addition which was approved last year. The second is the front entry, the third is the expansion of the roof height above the bonus room and addition dormers to the main roof. The second story addition will be a master bedroom suite and office. They are adding an outdoor living room by adding cooking and cabinetry amenities, in addition to renovations inside the house. The existing siding is replaced in kind. They are also replacing 3 windows which were not done when the rest of the house had windows replaced. The windows on the additions will have windows to match the original windows. The front entry is creating an enclosed area for mail and a bench area creating a foyer/ vestibule. The existing shutters will be replaced. The chimney needs to be raised due to roofline changes, and they will be adding a cap. There is a new balcony off the master suite. The outdoor living area will have a standing seam roof and the gable end will have a panel. The entire roof replacement will be a high-definition asphalt shingle in charcoal color.

Mr. Sullivan asked about the fireplace in the master suite. Is it a direct vent. Will there be an element on the exterior wall?

Ms. Fliegel said this was left off of the plans because they were not sure if it will be flipped to the other side of the house. They do not want an exposed vent either and may be able to conceal it with a decorative housing.

There was discussion regarding the front entry fenestration.

Mr. Walter said the front of the house has plentiful glass. The panel design is simple and works. He does not believe it is necessary.

Mr. Neville suggested adding glass to the top of the door design.

Approved with the condition to resolve the direct vent design for the master fireplace. The Board suggested the front entry door have glass windows high in the door.

Submit direct vent plans for Board review.

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**#20845 - 14210 Ashwood Road - Solar.**

Rob Barker, Fluent Solar, said they are trying to get this owner to 100% energy offset. They have placed 4 panels on the front of the house, 8 panels on the rear and one on an addition.

Mr. Neville asked if the front of the house is north facing.

Mr. Barker said because of the size and of the panels and number needed, some are on the north roof. The conduit actually is only on the outside of the house between the low level roof and the edge of the upper roof, with the panels themselves as high as possible to the ridge.

Mr. Feinstein asked the color of the frames.

Mr. Barker said they use all black on black as there is no glare from these materials.

Approved with the condition that the conduit is painted to match the house wall color.

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**#20854 - 3049 Warrington Road - Solar.**

Rob Barker, Fluent Solar, said for this owner they put as many panels on the garage as was possible, then moved on to the house. Both the front and rear of the house have mirrored geometry of the panels.

Mr. Walter asked if there is any way to use the one story addition roof.

Matthew Denapoli, homeowner, said this area is completely tree covered.

Mr. Barker said they could move one panel, but this will lower the production.

The Board agreed they prefer a symmetrical appearance on the front with the same number on each side. Remove the extra bottom panel in the center.

Mr. Denapoli said he will not lose sleep if a single panel must be eliminated.

Approved with the condition that the center front lower panel is removed. It can be moved to the lower rear roof.

Submit revised plans for administrative review.

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There being no further business, the meeting was adjourned at 1:30 p.m. The next meeting will be February 22, 2022.



Hans Walter, Chair  
Architectural Board of Review



James Neville, Vice Chair  
Architectural Board of Review