



**Landmark Commission / Architectural Board of Review Minutes**  
**Wednesday, March 23, 2022**  
**7 P.M.**  
**Via Zoom Webinar**

Members Present: Nancy Moore, Landmark Commission, Chair  
Crystal Montgomery, Landmark Commission, Member  
Jason Carroll, Landmark Commission, Member  
Meghan Hays, Landmark Commission, Member

Others Present: Cameron Roberts, Planner  
Dan Feinstein, Senior Planner  
Robert Sullivan, Architectural Board of Review, Member  
Hans Walter, Architectural Board of Review, Member

The meeting was called to order by Chair Moore at 7:00 p.m.

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Approval of the December 8, 2021, Meeting Minutes

It was moved by Ms. Hays and seconded by Ms. Montgomery to approve the minutes.

Ayes: All  
Nays: None

Motion Carried.

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**Certificate of Appropriateness: 2500 Kemper Road (Cleveland Skating Club) - Façade Alterations.** Alan Feuerman – Cleveland Skating Club, Marco Ciccarelli – studio TECHNE architects.

Mr. Roberts presented the project proposal detailing plans to make exterior alterations to the south façade of the building, which is located in the Shaker Square Historic District and therefore requires review by both the Landmark Commission and the Architectural Board of Review. Mr. Roberts explained that the building where these proposed alteration will take place was built in 1937.

Mr. Roberts said the applicant proposes to remove the existing cedarwood paneling, which is not original to the building, and will fill the 12 original window openings behind the paneling with Kalwall. He explained that Staff was not able to determine the exact date of the panel installation, but a 1971 photo of the building, with original windows, shows that the paneling was installed after 1971 and likely before the Historic District was established in 1980.

Mr. Roberts stated that the proposed Kalwall windows will be translucent, provide daylighting, and will provide insulation as well. The Kalwall windows will have a gray finish consistent with the rest

**CITY OF SHAKER HEIGHTS**

of the building. The applicant also has plans to replace the gutters and downspouts on the same façade, as a like for like replacement.

Mr. Roberts reviewed the design guidelines for consideration and stated that there is no Landmark Commission precedent for the proposed Kalwall material. He continued, saying that in May of 2020 staff administratively approved the installation of new gutters and downspouts on the Cleveland Skating Club with the conditions that they match existing conditions and be a dark bronze finish. and that staff has approved installation of new gutters and downspouts on this building.

Mr. Roberts stated that staff recognizes that the proposal uses a modern material to approximate the historic look of the building, that the window openings are a mostly utilitarian part of the building exterior and are not critical to the design of the building, and finally, the window replacement is a reversible alteration that minimally interrupts the original materials. Based on these, Mr. Roberts explained that staff is recommending approval of the application with one condition, that the replacement gutters and downspouts shall be the same size and shape as the existing system and be a dark bronze finish.

Mr. Roberts explained they have corresponded with the applicant, who plans to satisfy this condition, however, the application materials do not detail this condition and it is being presented here as a condition of this proposal, for approval.

Mr. Feinstein pointed out this is an applied condition to a building that will be replacing an old, applied condition. He continued, stating that the Architectural Board of Review is looking to see that this is an appropriate change to this building, whether historic or not.

Mr. Ciccarelli, project architect, explained that the Skating Club has been in a cycle of building upgrades and maintenance improvements that will continue. He said this is an opportunity to replace an applied material from the '70s and allow for more daylighting which will improve energy efficiency. After looking at several options they decided on the Kalwall due to the southern sun exposure and protection from breaking. He explained the Kalwall is sympathetic to the original muntin patterns in the windows as well as being able to organize them in a similar fashion to the original building windows.

Mr. Sullivan shared that he saw in the presentation that the Kalwall muntins will be a gray or dark gray to match the building, however, the gutters and downspouts will be a dark bronze. Mr. Sullivan asked Mr. Ciccarelli what elements in the building are already the dark that will be matched with the new Kalwall windows.

Mr. Ciccarelli stated that there are elements of the dark gray in the brick and in the aluminum and other places around the building like flashings and trims.

Chair Moore stated that this may be a precedent for future projects where Kalwall may come before the Commission and asked for opinions on this new material.

Ms. Montgomery stated that Kalwall does not replace original windows well, however, she feels the Kalwall window replacement does not disturb the view from the street and does not see any issues with using the Kalwall. She stated that the Kalwall is not historically correct, but it will not be in the primary view of the building.

Mr. Walter stated that the Commission should be sure to mention this is a commercial building and that we would not want to see this in a residential application. He does feel it is appropriate for the Skating Club and the pattern of the windows does make sense in this application.

Mr. Carroll agrees and feels Kalwall is a good material, and this situation is an appropriate use of the material.

Ms. Hays asked about the condition of the existing windows.

Mr. Ciccarelli explained that the original windows are no longer there, and the original window openings are the only thing behind the cedarwood paneling.

Ms. Montgomery reiterated that the Kalwall windows are reversible and can be replaced if a future owner wishes to replace them with more historically appropriate windows.

Ms. Hays moved to approve the Certificate of Appropriateness for the application with the aforementioned condition that the gutters and downspouts match the building conditions. She also stated that the Commission should include additional information in the approval, stating that there are reasons this is going forward such the commercial setting and not being visible from the street.

Chair Moore asked Mr. Roberts to read back the conditions as a motion.

Mr. Roberts stated that the application should be approved with the additional recognition that this approval is based on the fact that this is a commercial building, not residential, and that this façade cannot be clearly seen from a street view, and with the one condition that the gutter and downspout systems be replaced like for like with the new system being the same size and shape and being a dark bronze finish.

Ms. Montgomery asked if they could add one more comment to the new motion. She asked that they add that the windows are reversible.

Ms. Hays moved to approve the revised motion as stated by Mr. Roberts and Ms. Montgomery, and detailed below:

Approval with one condition:

1. Replacement gutters and downspouts shall be the same size and shape as the existing system and be a dark bronze finish.

Approval based on the following circumstances unique to this application:

1. The Cleveland Skating Club is a non-residential building.
2. The southern ice rink façade is set back far from Kemper Road and cannot be easily viewed from the street.
3. The proposal is a reversible alteration.

Ms. Montgomery seconded the motion.

Ayes: All  
Nays: None

The Architectural Board of Review also approved the application with the same conditions listed above.

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**Warrensville West Cemetery Historic Preservation Master Plan – Request to recommend adoption of the plan to the City Planning Commission.** Cameron Roberts – Planner, Kara Hamley O'Donnell – Principal Planner.

Mr. Roberts shared a presentation of the final Historic Preservation Master Plan for the Warrensville West Cemetery. He explained that the project consultants presented a draft of the plan the last Commission meeting in December where there was a discussion between Commission members and members of the public. Mr. Roberts stated that since then they have finalized the plan and none of the key content has changed since the December presentation. There was minor editing done to the language and to ensure everything in the plan is historically accurate.

Mr. Roberts explained the plan has also been reviewed by Ohio History Connection since the plan was partially funded by a Certified Local Government grant and Ohio History Connection has approved the final plan.

Mr. Roberts stated that this plan was a partnership between Shaker Historical Society and the Shaker Heights Public Library to create an informed framework for restoring and improving the cemetery.

Mr. Roberts reviewed the key goals of the Masterplan which include (1) greater visibility, (2) increased use of the Cemetery through passive uses, (3) improved access, (4) preservation and conservation of historic resources, (5) branding and historic interpretation, and (6) landscape enhancements.

Mr. Roberts explained the Ground Penetrating Radar (GPR) process used at the site to determine the location of any unmarked graves, so they have a better understanding of what is underground, in order to make informed recommendations for physical improvements to the site.

Mr. Roberts described the Gravestone Inventory and Assessment process conducted by the consultants for every visible gravestone in the cemetery, which included photo documentation, the notation of GPS coordinates, documenting existing conditions, prioritizing restoration based on conditions, and providing recommendations for the treatment of each gravestone.

Mr. Roberts talked about the volunteer Gravestone Preservation Workshop conducted as part of the process. He explained that they were led by the consultant, Ta Mara Conde, who is an expert in the restoration of gravestones. Volunteers who attended were taught how to clean gravestones and reset them. In total, 16 gravestones were cleaned and 8 were reset during the Workshops.

Mr. Roberts reviewed the Landscape and Amenities Plan created for the Masterplan which included looking at the existing conditions and providing a conceptual plan for proposed improvements. He shared that the plan recommends historically sensitive changes to the landscaping at the site, such as creating a mown path, but letting areas around the grown paths grow out naturally. He stated that the landscape plan also includes removing and replacing problematic bushes and trees on the site, including overgrown bushes on the perimeter which have overtaken gravestones and also obscure views. Mr. Roberts described the two new proposed entries to the cemetery, including a more formal, ADA accessible entry at the southeast corner and a more visible entrance from Lee Rd. Other additions include benches and interpretive signage.

Mr. Roberts shared examples of the proposed signage that will describe key details about the cemetery and new QR posts where visitors can learn more about the cemetery and those who are buried there.

Mr. Roberts reviewed additional components of the Masterplan including project phasing to prioritize the order of improvements, guidance of establishment of a Friends Group, and cost estimates and

funding opportunities. He shared that they applied for a grant through the Ohio History Connection to begin restoring the high priority gravestones. He described there are sections on cost estimates and additional funding opportunities which will be helpful when applying for additional grants in the future.

Mr. Roberts shared that the request and recommended action is for the Landmarks Commission to recommend adoption of this plan to the City Planning Commission who would then hear a similar presentation at their April 5, 2022, meeting and there would be a request for them to recommend adoption to City Council and the plan would be presented to City Council on April 25, 2022.

Chair Moore asked Ms. Hays if she would like to add any additional information since she has been involved in the project through her roles at the Library and Historical Society.

Ms. Hays stated that Mr. Roberts summarized everything well and asked Mr. Roberts if the consultants provided digital files of the GPS location maps and the grave inventory created by the Ground Penetrating Radar.

Mr. Roberts answered that the consultants provided the final plan as well as backup information and working documents including spreadsheets and GPS files.

Mr. Walter asked if there are any living members of any of the families that are in the Cemetery.

Ms. Hays explained that people regularly contact her about genealogical information, including people who are descendants of those buried with headstones and descendants of Shakers buried in the mass grave on the southeast side of the cemetery.

Mr. Walter asked if working with these descendants is a way to start a Friends Group.

Ms. Hays stated they have made note of these individuals as potential members of a Friends Group, but they are not necessarily all local.

Chair Moore explained that this Masterplan can serve as a model for other rural cemetery restorations throughout Ohio because it is the first Master Plan for a cemetery of this size. She explained there is potential for another grant for the City which will provide funding for the restoration of the most dangerous gravestones so they can be prioritized and preserved.

Ms. Hays pointed out that Mr. Roberts should discuss that this project was a historic preservation priority of the state of Ohio and will be used as a model, when the Master Plan is presented at future meetings.

Mr. Carroll stated that many cemeteries are afterthoughts and forgotten and this project is setting a great precedent. Mr. Carroll asked what the overall budget is for the full restoration, in Appendix E.

Mr. Roberts shared that the conceptual cost opinion shared by the consultants estimated approximately \$136,000 to implement the entire plan.

Ms. Hamley O'Donnell asked Mr. Roberts if that estimate is at the very end of the Master Plan.

Mr. Roberts shared that it is in Appendix E on page 284.

Chair Moore mentioned the Lee Road planning process and that due to the location of the Warrensville West Cemetery there are opportunities to make the most of the corridor restoration and include the

Cemetery in this plan as well to support funding of the Warrensville West Cemetery Historic Preservation Master Plan, in response to Mr. Carroll's question about the budget.

Ms. Hays shared her hopes to fulfill many of the ideas in this Master Plan since the Landmark Commission and the Planning Department have made such great progress.

Ms. Montgomery moved to recommend adoption of the Plan to the City Planning Commission.

Mr. Carroll seconded the motion.

Ayes: All  
Nays: None

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### **Staff Approvals**

Chair Moore asked if there were any questions about the four items on the Staff Approval Report. There were none.

### **Other Business**

Chair Moore shared that remote meetings will no longer be mandated after April 8, 2022, and that City Council has passed an ordinance allowing for flexibility of meetings by committees. She shared that the Planning Department will discuss the best options for the Planning Commission meetings going forward. She said the Landmark Commission has two options moving forward which include in-person or remote. She shared that there may be an option to meet remotely and also have some in person meetings and that the Planning Department will share their thoughts with the Landmark Commission for further discussion. She shared that Landmark Commission attendance has been very good with remote meetings to date but there may be other options moving forward.

Mr. Roberts stated that he anticipates having a bigger conversation about this at the next meeting in April and that there is currently one potential application for the April 27 meeting.

Mr. Feinstein explained that the Architectural Board of Review will be having the same discussion about future meetings and that Council Chambers has been equipped with cameras and there is now an opportunity to have meetings that are both virtual and in person. He said you can currently watch a Council meeting to see what this would be like. He shared that this may be difficult for a design review body and the decision should be based on what is most appropriate for members and applicants.

Chair Moore explained that the hybrid City Council meetings would require meetings in Council Chambers by moving tables together but would allow someone to attend virtually if they are unable to be there in person. She said this can, however, cause a disadvantage if you are trying to participate in the conversation virtually.

Ms. Hays asked if you would be counted as attending in the quorum even if you are virtual.

Chair Moore said yes, this is what has been decided because the conditions under which someone would request to be remote cannot be controlled and the goal is for Commissions and Committees to function well while responding to a variety of needs.

Mr. Roberts explained there will be further discussion about how to conduct future meetings at the April 27 meeting when more Landmark Commission members can be present.

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There being no further business, the meeting was adjourned at 8:06 p.m. The next meeting will be April 27, 2022.

A handwritten signature in cursive script that reads "Daniel Feinstein". The signature is written in black ink and is positioned above a horizontal line.

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Daniel Feinstein, Secretary  
Landmark Commission