



**MEETING MINUTES**

**PRESERVATION COMMISSION**

Tuesday, March 14, 2023  
7:00 P.M.

Members Present: Beth Bodan, Stuart Cohen, John Jacobs, Carl Klein  
Jamie Morris, Suzi Reinhold, Aleca Sullivan, and  
Amanda Ziehm

Members Absent: Sarah Dreler

Staff Present: Carlos Ruiz and Cade Sterling (Planners/Historic

Preservation) Presiding Member: Stuart Cohen, Vice-Chair

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Notes Taken by: Carlos Ruiz

**1. CALL TO ORDER/DECLARATION OF A QUORUM**

Chair, S. Cohen called the meeting to order at 7:03 PM with a quorum of eight Commissioners present.

**2. OLD BUSINESS**

**A. 2306 Harrison Street - Landmark - 23PRES-0010**

Hauser Architects, applicant, submit for a Certificate of Appropriateness to demolish an existing single-story rear-volume addition and construct a new two-and-one-half story addition at the homes rear and side volumes, and alter the homes fenestration at the west elevation.

**Applicable Standards:** Demolition [1-5]; Alteration [1-10]; and, Construction [1-8; and, 10-15].

Mike Hauser presented the application as follows:

- The addition was pulled back from the side yard, the primary volume came back, and they articulated the program with a simple bay that improves the elevation while keeping the program like it was.
- Looking at the side west elevation, the lower roof ridgeline of the addition match the existing.

- The east side was pulled-in about 3-feet. They put back some of the program with the bay. Now the addition is much more in scale with the house. The bay allows the utilization of some of the features from the house such as the fish scale at the eave.
- On the east elevation, a section of the roof ridgeline is lowered.
- South elevation: the kitchen windows are more in line with the rest of the windows. They had three pairs of windows before.
- The scale of the addition is down and the projecting gable does not read so large, so now there are tree windows, instead of three pairs of windows.
- The swoop roof is no longer on the south elevation. The ground entry has a smaller gable with a simplified gable truss.
- The second floor steps back, but reads as part of the whole volume, and it is articulated with some of the trim and the fish scale siding
- West elevation: keeps a consistent gutter line. The large gable has been replaced with a shed dormer that helps to maintain the gutter line, and the head height from the windows from the inside

**Commissioners Comments:**

- B. Bodan: the use of the bay, minimizing the extension into the side yard works really well.
- J. Jacobs: this is a markedly a better solution. He liked the shed dormer on the west, the bay on the east. The existing home is not dwarfed with the revised addition.
- C. Klein: standards 8, 10, and 12 have been addressed with this design. Vice-Chair Cohen agreed.
- A. Ziehm: the proposed addition is an improvement to the previous design.

Commissioner Jacobs made a motion to issue a COA to the revised design of the addition as meeting the applicable standards. Commissioner Ziehm seconded the motion. The motion passed 8-0.

**3. NEW BUSINESS**

**A. 1139 Sheridan Road - Lakeshore Hist. Dist. - 23PRES-0021**

Brad Lightner, architect, and applicant, submit for a Certificate of Appropriateness to remove the existing raised patio and existing 2-car garage. Construct new mudroom addition on the primary structure and replace the existing garage with a new detached 2-story Accessory Dwelling Unit (ADU). Replace existing windows at the rear of the house. There are several exterior improvements including a wood pergola attached to the ADU and a new raised wood deck with a pergola, fireplace, and plunge pool near the primary structure. The side and rear fences will be adjusted and replaced to match the existing.

**Applicable Standards:** Demolition [1-5]; Alteration [1-10]; and Construction [1-5, 7, 8, 10-15]

Brad Lighter presented the application as follows:

- Remove a 2006 addition, a raised patio and concrete patio at grade.
- Construct a 1-story mudroom addition, a 2-story detached ADU, a wood deck, a plunge pool, a pergola structure attached to the ADU, and a second pergola attached to the house, and an outdoor kitchen.
- The ADU is a single gable structure, matching the roof pitch and asphalt shingles of the existing garage.

- The mudroom addition is a flat roof with a pitched skylight to create a conservatory feel.
- South elevation: replace windows on the 1st and 2nd floors. Three of the 1<sup>st</sup> floor windows will become a slider door.
- The replacement windows are Marvin Ultimate aluminum clad interior wood casement windows; two windows with screens are slightly shifted to the sides.
- North elevation: new conservatory, and replacing several windows in the basement.
- ADU: replace the 1-story detached garage with a 2-story ADU with stucco finish, aluminum clad windows, asphalt roofing, two awnings with standing seam metal roofs over the ADU entry and over the garage.
- West elevation: second floor has a large grouping of windows and a pergola

**Comments/Questions/Answers**

- Commissioner Jacobs: What was the inspiration for the design of the conservatory panels above the doors that read like a classical freeze? B. Lightner: the inspiration was a traditional conservatory which is complementary and pleasing to look at.
- Vice-Chair Cohen: The windows in the ADU are 3/1 double-hung windows. The windows under the gables are casement, similar to those in the addition. Has it been considered to upgrade to 3/1 double-hung windows. Alternatively, using a narrower casement in the ADU. B. Lightner: the casement windows on the addition are being replaced in place, similar to the casement windows with muntins in the front and side of the house. The muntins broke down. The windows on the addition do not have muntins, neither the replacement windows.

**Deliberation**

Commissioner Jacobs liked pretty much everything about the proposal, except for what it feels a different style on the addition. He did not know what an early Prairie style conservatory would look like. It has a little of the Classical order with those panels above the door, which he was not comfortable with at the moment.

Commissioner Reinhold said the conservatory is the least visible from the public way, and the adjacent house blocks, and it will not be seen from the alley. She thought that the proposed conservatory meets the standards.

Commissioner Bodan said that in regard to standard 10 for construction, the rear addition does not fully cover the rear of the house, which is compliant with standard 10.

Commissioner Bodan made a motion to issue a COA for 1139 Sheridan Road as submitted, and meet all the applicable standards. Commissioner Klein seconded the motion. The motion passed 7 ayes -1 nay (Jacobs).

**B. 630 Central Street - Landmark - 23PRES-0022**

Mike Hauser, architect, and applicant, submit a Certificate of Appropriateness to replace 22 single-paned true divided light wood casement windows with a lead window grill (several of these windows have a stained glass round accent in the pattern). The replacement windows are clad wood Marvin Ultimate casement windows with an applied divider grill that would replicate the original dimensionally and functionally. The stained glass detail would be applied to the inside of the window in the lead circle. The original windows would be salvaged for reuse.

**Applicable Standards:** Alteration [1-10]

Mike Hauser, architect, presented the application as follows:

- M. Hauser said that he and Rob Berry, the owner, have worked two years to come up with restoration and modifications strategies for the historic windows. They have considered also the cost. They have a hardship being the triple expense in material and installation. The strategy would be to restore and other means of maintaining the windows, as oppose to replacing them fully.
- The windows are listed as the defining characteristic of the historic house. The windows have several strikes against them in their practicality and in their construction.
- The windows art glass is thin and the glass flexes when the wind blows. Several pieces have fallen out. The windows are not up to par as serviceable windows. Existing holes in the windows have caused water damage inside the house. The windows are not energy efficient.
- Jeff Edinger of Oak Brothers Windows, window restorers, assessed the windows to restore then or remove the sash and install the sash as a storm window outside of in-swinging casement windows. J. Edinger was unable to commit to a timeline or a price, nor determine that the proposed solution would solve all the thermal issues. J. Edinger also discussed the thinness of the glass and how difficult it would be to fabricate a strong sash with the thin glass.
- The solution they are proposing is having the art glass removed from the circular art glass and applied to the inside of the new windows that have the lead patterning that would match the original. The original sashes would be destroyed in the process. There are two areas where the glass has been completely removed and replaced with a single pane and then the lead tape applied to the outside.
- Rob Barry, the owner, said they love the house and the windows and they have invested considerable time to find a solution; balancing preservation with evolution and sustainability. Also, the thin glass and the degradation of the windows make them not viable. The house is cold and drafty. In some cases the glass has pulled away from the lead. The proposed solution is good for the house, replicating the pattern and even the circle, and reusing the stain glass and meeting their objectives of being warm, environmentally and functionally viable. The restoration of the windows is not sustainable or viable.

Vice-Chair Cohen said the presentation and documentation does not explain what is being proposed to do with the decorative leaded glass windows. Pella and Marvin make triple glazed windows, which is a double glazed window with clips that hold a storm pane. The decorative glass can be put into a metal frame that will fit into the storm panel that the Marvin Windows accommodate.

- Mike Hauser said the proposal is to replace the windows; the question is whether it would be worth it to remove the art glass or whether maintaining the sash. Meaning, storing the window sashes and when the technology is available, restore them.
- Mike Hauser described the existing windows as having a unique sill; the casing is inlaid into stucco. A new window will require removing part of the existing window, but maintaining the wood trim, that kind of bleeds into the stucco. The leaded dividers would be replaced with lead tape applied to the glass, allowing the windows to be double paned and allowing energy conservation.
- One solution that they discussed is to take the sash and hang it on the outside. The cost would be triple, and there was no guarantee to cause no more problems. That solution has been abandoned.

- The solution is to replace the windows with Marvin Ultimate clad-wood windows.

Vice-Chair Cohen said if they do not want to buy the triple glazed windows, then restore the windows one at time, and hold them in place with butterfly clips. He described the process of restoring leaded glass windows and said is not a complicated process. Have the leaded glass then installed inside. He said the proposed solution is not something that he feels he can approve.

- Mike Hauser said he appreciated Vice-Chair Cohen's suggestion. He needs to price the triple glazed windows and discuss a solution with his client.
- Rob Barry said restoring the windows one at the time is unreasonable. The solution they proposed has the windows looks exactly as they look now.

Cade Sterling said the Preservation Ordinance does not take into account the economic considerations. What he heard the Commission saying is that the solution presented does not meet the standards, nor is compatible. Standard 6 talks about when replacement is necessary. The applicant demonstrated that restoring the windows is not a viable solution. He thought the Commission had offered a good solution. The difficulty is that the economic considerations are not one of the standards.

- Rob Barry said that economic consideration has to be one of the standards, otherwise is not sustainable. The other solutions have been estimated in hundreds of thousands of dollars versus the solution they proposed

Commissioner Bodan said noted the alteration standards 1, 2, 5, and 6 are applicable. She wanted to be confident that all due diligence was done, and that the art glass is the whole window, and the significance of the house needs to be considered,

Commissioner Ziehm said that she is the owner of a landmark with stain glass windows. Storm overlay windows help with winterizing of the house. She is sympathetic with the owner's window issues.

Commissioner Jacobs said if the storm panel does not work, double pane window replacement might. Rather than repairing all windows, repair the windows that are not in worst shape.

- Mike Hauser said the wall thickness inside of the wall does not work without building out the inside of the wall 4-5 inches. Commissioner Jacobs said in regard to the exterior ledge, the sash will not fit in there.
- Mike Houser aske to continue the project;

After additional discussion of whether continuing the application or withdrawing the application, Mike Hauser withdrew the application.

C. **Rules and Procedures**

For action. The Commission discussed and reviewed written changes to the Rules and Procedures at the February 15, 2023. Action is required at this meeting per Article 10 of the current Rules and Procedures.

Cade Sterling said the discussion at the February meeting was how cases are processed. Regarding the procedure requiring a motion before deliberation, there is a friendly

amendment process, which the Commission does already. The Commission offers solutions. Assuming the person that made the original motion does not object to that, then that can become the motion. Also, Commissioners can still ask questions to the applicant.

Some of the changes are:

- The nomination process for officers. It conflicted with the Ordinance which spells out the process.
- Removal of the three previous committees that had been relatively inactive and incorporating some new committees that are intended to achieve some of the goals and objectives of the Long Range Plan (the Application Pre-Review Committee, The Advocacy Committee, and the Diversity Committee)
- Article IV requiring a motion before deliberation. That aligns with City Council Rules and the Robert's Rules of Order
- The section of reconsideration of applications was struck.
- Under section on COA reviews, the rules of circumstance for the Commission under major work projects, allows the Application Pre-Review Committee to defer projects back to staff administratively.
- One change in the rules of circumstance #38 it was listed as minor work or Commission review.
- A change under Article VII, removal of a property from landmark status. Applications for demolition of landmarks that they also apply for rescission concurrently.
- Wholesale removal of the solar guidelines from the Commission. It will be a stand-alone document.
- An addition under Article X that changes Article XI requiring annual reporting by the Commission to the Planning and Development Committee.

Commissioner Ziehm asked about the Pre-Review Committee, and some major work going back to administrative review. C. Sterling said it has happened occasionally. The Pre- Review Committee is composed now by the Commission Officers. Commissioner Reinhold said as former Chair, she participated in the Pre-Review Committee. It usually involves window projects that happen in an area that is not highly visible. Commissioner Ziehm asked if there is a way to define those projects that would skip major review. Cade Sterling said it would be difficult to do that. However, those cases that are being deferred could be separated and tracked. Carlos Ruiz said Staff is providing the applications that have been approved by Staff. Vice-Chair Cohen said in regard to siding replacement, the Commission has already approved the use of Hardie board siding, the thing that has to be known is the exposure that can be looked at and administratively approved.

Commissioners discussed the benefits of rotating Commissioners and participating in the Pre-Review Committee. Commissioner Reinhold said that whoever is doing the Pre-Review, it should be solely done on the completeness of the application, not based on any discussion on what should be changed. The applicants receive a summary of the things needed for the meeting.

Commissioner Reinhold made a motion to formally adopt the Rules and Procedures. Commissioner Klein seconded the motion. The motion passed unanimously 8-0.

**4. APPROVAL OF MEETING MINUTES**

**A. Minutes of February 15, 2023**

Commissioner Klein made a motion to approve the February 15, 2023, meeting minutes as amended. Commissioner Bodan seconded the motion. The motion passed 4 ayes – 4 abstentions (Morris, Reinhold, Sullivan, and Ziehm)

**5. DISCUSSION (NO VOTE WILL BE TAKEN)**

**A. Preservation Commission Annual Report**

Discussion on the Preservation Commission's Annual Report for Fiscal Year 2022.

Cade Sterling said the report will be presented to the Planning and Development Committee of the City Council. C. Sterling presented a complete summary of the report.

Vice-Chair Cohen asked if a former Commissioner could be re-appointed to the Commission. C. Sterling said no. Commissioner Ziehm asked if there are applications for appointment to the Commission. C. Sterling said there is one application

There is a report required for landmark and historic district nominations. The report emphasizes the importance of allowing the Commission present its report to designate a landmark or historic district to the City Council at a meeting.

Economic hardship in the Ordinance refers to a taking when the Commission makes a decision

Commissioner Ziehm said she would like to see a list of preservation contractors online specially window restoration contractors. Also, she suggested adding photos of projects that the Commission approved.

**6. ADJOURNMENT**

The next Preservation Commission meeting is scheduled for April 11, 2023.

**5. ADJOURNMENT**

Commissioner Klein made a motion to adjourn the meeting at 9:18 PM on Tuesday, March 14, 2023. Commissioner Reinhold seconded the motion. The motion passed 8- 0.