



Architectural Review Board Meeting Minutes

August 14, 2025

6:00 PM

1) Call to Order

The meeting was Called to Order by acting Chairperson Scott.

2) Roll Call of Members

Members present: Mr. Calhoun, Mr. Hall, Mr. Heyer, Ms. Jones, acting Chairperson Scott.

3) Approval of Minutes

Ms. Bokor explained that meeting recordings serve as the official record of the meeting, allowing written Minutes to be abbreviated.

Mr. Klingler stated that the decisions that are made are written in the Minutes.

Motion to approve the meeting minutes by Mr. Hall, seconded by Mr. Heyer; roll call: Calhoun–Yes, Jones–Yes, Heyer–Yes, Hall–Yes, Scott–Yes. MOTION PASSED.

4) Public Comment

There were no public comments.

5) Consent Agenda Items

1) App No: BZAP-25-33

Address: 303 S Dawson

Applicant: Brian Marzich

Owner: Zonia Horn

Request: The applicant is seeking architectural review and a recommendation to the Board of Zoning and Planning for the approval of a Certificate of Appropriateness to add an extension and a second-floor attic space to an existing garage.

2) App No: ARB-25-38

Address: 783 Vernon Road

Applicant: Drew Williams, RogersKranak

Owner: Louisa Wruck

Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness for renovations to the existing front porch, a rear entrance and a new rear porch.

3) App No: BZAP-25-32

Address: 459 N Drexel

Applicant: Jim Wright

Owner: Adam and Stephanie Lewin

Request: The applicant is seeking architectural review and a recommendation to the Board of Zoning and Planning for the approval of a Certificate of Appropriateness to renovate and expand the rear terrace to add a covered porch over the living and dining areas and add a free-standing pool house on the north end of the pool in the rear yard.

Ms. Bokor explained that ARB-25-38 at 783 Vernon Road had a condition for redesigned columns with classical proportion; designs had been submitted.

Motion to approve Consent Agenda Items (BZAP-25-33, ARB-25-38, BZAP-25-32) by Mr. Heyer, seconded by Mr. Hall; roll call: Jones–Yes, Hall–Yes, Calhoun–Yes, Heyer–Yes, Scott–Yes. MOTION PASSED.

6) Requests for Tabling to the September 11, 2025, ARB meeting:

1) App No: BZAP-25-16

Address: 103 S Cassingham

Applicant: Amy Lauerhass

Owner: Chris and Rachel Kappas

Request: The applicant is seeking architectural review and a recommendation to the Board of Zoning and Planning for the approval of a Certificate of Appropriateness to demolish a current garage and build a new garage.

2) App No: ARB-25-27

Address: 821 Grandon

Applicant: Taylor Sommer

Owner: Jerry Haas

Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness to add a 2 ½ story addition to the rear of an existing 2 story home, raising the existing roof by 3' to make this possible, a second story deck off the rear of the addition and replacing an existing 1 car garage with a new 2 car garage.

3) App. No: BZAP-25-18

Address: 653 Euclaire

Applicant: David Lipp

Owner: David Lipp

Request: The applicant is seeking architectural review and approval for a Certificate of Appropriateness to build an attached patio covering.

4) App No: BZAP-24-37

Address: 2775 Powell

Applicant: Brian and Katie Shepard

Owner: Brian and Katie Shepard

Request: The applicant is seeking architectural review and a recommendation to the Board of Zoning and Planning for the approval of a Certificate of Appropriateness to build a new garage at the rear of the property.

5) App No: ARB-25-26

Address: 973 Montrose

Applicant: Charles Leinbach

Owner: Oliver Charles Leinbach

Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness to replace the existing garage.

6) App No: ARB-25-36

Address: 811 S Roosevelt

Applicant: Eric Kramer

Owner: Beth Sells

Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness to rebuild a deck and add a patio cover over the deck.

Motion to Table applications BZAP-25-16, ARB-25-27, BZAP-25-18, BZAP-24-37, ARB-25-26, ARB-25-36 to the September 11, 2025 meeting by Mr. Hall, seconded by Ms. Jones, roll call: Calhoun–Yes, Hall–Yes, Jones–Yes, Heyer–Yes, Scott–Yes. MOTION PASSED.

7) New Business

1) App No: ARB-25-37

Address: 782 Chelsea Ave

Applicant: Marcie Valerio

Owner: Marcie Valerio

Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness to update an existing backyard deck to a three season room.

Ms. Bokor stated that this application has come a long way since the initial application. She shared how she has worked with the applicant but still has some concerns.

Mark Yates was sworn in.

Mr. Yates said that with this kind of project, he would think some of the pictures provided would be more understandable than architectural drawings. He described examples of similar projects.

Mr. Calhoun said he has an understanding of what is being suggested, but that he does have concerns about details including the roof. Mr. Yates described plans for the roof. Mr. Calhoun said he would like to see more detail because it is important for board members to understand how things will look when they come together. Mr. Yates described the materials. Mr. Calhoun reiterated the desire to see more details, and asked additional questions about details.

Mr. Hall discussed the process to build on top of the existing deck; Mr. Yates explained the renovations to the deck. Mr. Yates also described the new steps that will be included. Mr. Hall mentioned that he would like to see additional refinements for the proposal.

Mr. Heyer mentioned the steps required to earn a permit; he suggested tabling this application until the Board receives and reviews further documentation.

Ms. Jones added that a picture of sample roof material would be helpful for board members to review.

Chairperson Scott asked if this was a pre-engineered system; Mr. Yates described how the materials are cut and assembled. Mr. Scott indicated he did not have an issue with this project in theory, but that he does have practical concerns. He asked about the thickness of the roof system and Mr. Yates explained the roof and the door. Mr. Scott indicated there is not much room; they discussed measurements and roof slope.

Ms. Bokor noted a concern about connection.

Mr. Scott mentioned architectural rules to follow and also discussed materials and other types of drawings.

Next steps were discussed.

Ms. Bokor stated her biggest concern in the head room.

Motion to table this application to September 11, 2025 by Mr. Hall, seconded by Mr. Calhoun; roll call: Heyer–Yes, Calhoun–Yes, Jones–Yes, Hall–Yes, Scott–Yes. MOTION PASSED.

2) App No: ARB-25-39
Address: 812 Remington Road
Applicant: Megan Hast
Owner: Julie Foster

Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness remove an existing small, covered stoop and replace with a larger covered front porch.

Ms. Bokor gave a Staff Report and questioned if the simple look of the home could be carried throughout the design.

Brenda Parker was sworn in and stated the applicant is Stone Pillar Construction. She explained the applicant likes this design best of the ones initially presented, and she does feel it can be softened.

Ms. Jones said this is a nice and tasteful design and suggested dialing into refinements and details, including pulling in details from the original front door.

Mr. Heyer explained why he likes the idea of adding a porch to this home. He discussed roof slope, pier spacing, and pediment, and gave suggestions as well as mentioned the steps. Furthermore, he applauded the project and mentioned a similar project that has been a great addition to the neighborhood.

Mr. Hall indicated his biggest concern is the flat roof on the sides; he said he would like them to be sloping and suggested redesigning the center.

Mr. Calhoun suggested paying attention to the gutter style.

Mr. Scott agreed with previous comments and said the biggest concern was the various architectural styles. He said he likes the idea of doubling the columns and suggested refining porch details in the drawings.

Ms. Parker discussed the materials.

Motion to table this application to September 11, 2025 by Mr. Calhoun, seconded by Mr. Heyer; roll call: Jones–Yes, Calhoun–Yes, Heyer–Yes, Hall–Yes, Scott–Yes. MOTION PASSED.

3) App No: ARB-25-42

Address: 764 S Cassingham

Applicant: Daniel Bromberg

Owner: Karen and Daniel Bromberg

Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness to construct a porch on the back of the home.

Ms. Bokor gave a Staff Report stating this design was approved in 2020 but because of difficulties getting the construction documents, it was not completed at that time. Now, the applicant is bringing back a similar, but improved, project.

Daniel Bromberg was sworn in.

Mr. Hall asked about the panel system; Mr. Bromberg indicated that they will be clear skylights.

Mr. Heyer asked about color; Mr. Bromberg said there are plans to paint the home gray and that the porch and home's trim will be tan.

Ms. Jones said she thinks the design looks fine.

Mr. Calhoun had no other comments.

Mr. Bromberg answered Mr. Scott's question that the patio will be concrete.

Findings of Fact and Decision of the Board for Application Number ARB-25-42 for property listed at 764 S Cassingham: The Architecture Review Board grants a Certificate of Appropriateness to construct a porch on the back of the home as presented.

The applicant understood the Findings of Fact.

Motion to approve the Findings of Fact by Mr. Heyer, seconded by Ms. Jones; roll call: Heyer–Yes, Jones–Yes, Calhoun–Yes, Hall–Yes, Scott–Yes. MOTION PASSED.

8) Old Business

4) App No: BZAP-25-1

Address: 188 N Cassingham

Applicant: Stephen Miller

Owner: Dmitriy & Nadia Kasvin

Request: The applicant is seeking a recommendation to the Board of Zoning and Planning for architectural review and approval of a Certificate of Appropriateness for an addition and attached garage in the side yard setback.

Stephen Miller was sworn in.

Ms. Bokor gave a Staff Report which detailed this application's history before the ARB and BZAP.

Mr. Miller explained how the given feedback was incorporated. He spoke to the length of the addition which has been lessened, the depth of the garage, the roundtop window, moving the restroom forward, and ornamentation. He mentioned using the downspouts as an architectural element. He also mentioned changing the location of the bathroom and the man door.

Mr. Heyer applauded Mr. Miller for some of the changes made and indicated there are some design tweaks he would like to see, including changes inside the bathroom, and windows.

Ms. Jones had no comments on the new, detached garage but had concerns about the lack of windows; she believes adding two stacked windows would be beneficial.

Mr. Hall concurred with the suggestion of additional windows.

Mr. Calhoun had nothing additional to add.

Mr. Scott stated he was frowning on downspouts being architectural elements unless they were upgraded. Mr. Miller and Mr. Scott discussed the specific elements. The height of Accessory Structure E was discussed. Mr. Scott mentioned that this design creates an almost 70% sight blockage and discussed the length of nearby homes.

Findings of Fact and Decision of the Board for Application Number BZAP-25-1 for property listed at 188 N Cassingham: The Architectural Review Board grants a Certificate of Appropriateness for an addition and attached garage in the side yard setback with the following conditions:

- The detached garage included in this application be 9' from grade as conditioned by City ordinance.
- Two windows be added to the centerpiece of the left/north elevation, both in the bath below and closet above.
- All gutters are half round.

The applicant understood the Findings of Fact.

Motion to approve the Findings of Fact by Mr. Heyer, seconded by Ms. Jones; roll call: Jones–Yes, Heyer–Yes, Hall–Yes, Calhoun–Yes, Scott–No, due to the wall that it creates. MOTION PASSED.

5) App No: ARB-25-32

Address: 237 N Stanwood

Applicant: Joshua Torney

Owner: Alberto Vargas

Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness to build a 390sf addition atop an existing 1-story portion of the existing home.

Josh Torney was sworn in.

Ms. Bokor stated this application was tabled last month and suggestions were made regarding the ridgeline, windows, eave, arbor, and more; most of which have been accomplished.

Mr. Torney discussed the shingles and the roof changes and indicated that additional windows have been added, as well as details about the pergola.

Ms. Jones shared she thinks a lot of nice changes have been made since the last meeting. She suggested lowering the ridgeline.

Mr. Calhoun stated he thinks this is a nice addition to the home and that he likes the exterior patio.

Mr. Hall complimented the windows and explained he thinks bringing the ridgeline down would help but is not a dealbreaker in his decision.

Mr. Heyer said he thinks the eave needs to come down more and he and Mr. Torney discussed the roof.

Mr. Scott appreciated the efforts made from the last meeting. He stated he is against the boxes added but would like to see the eave dropped.

Next steps were discussed.

Alberto Vargas was sworn in and asked if the motion could be made with a condition.

Mr. Calhoun stated he agreed that the eave needs to be lowered but does not believe 6" is enough.

Mr. Hall said he thinks lowering the eave 6" will make enough of a difference.

Mr. Heyer agreed with Mr. Calhoun and said he would be willing to vote in favor of this should the applicant work with the Design Consultant to meet the expectations of the Board.

Ms. Jones gave her opinion that the improvements made outweigh dropping the eave.

Mr. Scott stated he thinks lowering the eave would help and supported working with the Design Consultant.

Conditions were discussed.

Findings of Fact and Decision of the Board for application ARB-25-32 for property located at 237 N Stanwood: The Architectural Review Board grants a Certificate of Appropriateness to build a 390 square foot addition over an existing one-story portion of an existing home with the condition that the eave is lowered 6" as suggested by the applicant.

The applicant understood the Findings of Fact.

Motion to approve the Findings of Fact by Mr. Hall, seconded by Ms. Jones; roll call: Heyer–No, Hall–Yes, Calhoun–No, Jones–Yes, Scott–Yes. MOTION PASSED.

6) App No: ARB-25-41

Address: 766 Vernon

Applicant: Colby Ellis

Owner: Annie Booth

Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness to install a new 12 ft x 18 ft covered patio.

Jeff Olin was sworn in.

Ms. Bokor shared that this structure is for a modern, translucent awning. She said she supports this because it is a replacement of what is currently existing. She noted an initial concern about the setback but said the applicant is willing to remove a section of it so as not to require a variance.

Mr. Klingler discussed the setback.

Mr. Ellis discussed the color scheme and materials.

Mr. Hall had no comments and stated he is fine with this.

Mr. Heyer asked for clarification about colors and the steps coming out of the house; Mr. Olin and Mr. Heyer discussed these and Mr. Olin shared engineering options. Concrete was discussed, as were steps. Mr. Olin explained they were simply replacing the existing awning.

Mr. Calhoun said Mr. Heyer touched on his concerns.

Ms. Jones had no further questions.

Mr. Scott agreed with Mr. Heyer and mentioned the concrete coming to the same elevation. He said he believes this is a vast improvement over what is there.

Findings of Fact and Decision of the Board for application number ARB-25-41 for property located at 766 Vernon: The Architectural Review Board grants a Certificate of Appropriateness to construct an 8x12' aluminum frame patio cover on the back of this home with the condition that that concrete casein is to be the same level as the existing concrete patio and that the columns all be the same height and mounted the same.

The applicant understood the Findings of Fact.

**Motion to approve the Findings of Fact with Mr. Heyer, seconded by Ms. Jones;
roll call: Jones–Yes, Calhoun–Yes, Hall–Yes, Heyer–Yes, Scott–Yes.**

9) Other Business

Ms. Bokor indicated she will not be at the next meeting; she thanked Mr. Klingler in advance for running the meeting in her absence.

Mr. Klingler thanked board members for their patience on process improvements.

Mr. Heyer asked Mr. Scott to consider a new workshop date.

Ms. Bokor thanked the Board.

10) Adjourn

The meeting was adjourned.