



Architectural Review Board Meeting Minutes

October 9, 2025

6:00 PM

1. Call to Order

The meeting was Called to Order by Chairperson Toney.

2. Roll Call of Members

Members present: Mr. Calhoun, Mr. Heyer, Mr. Scott, Mr. Hall, Chairperson Toney

3. Approval of Minutes

Motion to approve the August Minutes by Mr. Scott, seconded by Mr. Hall; roll call: Calhoun–Yes, Hall–Yes, Scott–Yes, Heyer–Yes, Toney–Yes. MOTION PASSED.

Motion to approve the September Minutes by Mr. Hall, seconded by Mr. Heyer; roll call: Scott–Abstain, Hall–Yes, Heyer–Yes, Calhoun–Abstain, Toney–Yes. MOTION PASSED.

4. Public Comments

There were no public comments.

5. Consent agenda items:

1. App No: ARB-25-50

Address: 231 Drexel Ave

Applicant: Amy Lauerhass

Owner: Abigail and Matthew Grossman

Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness to add a second story to an existing one-story portion of existing structure.

2. App No: ARB-25-51

Address: 2716 Allegheny

Applicant: Amy Lauerhass

Owner: AANB LLC

Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness for a new 2 car detached garage.

3. App No: ARB-25-58
Address: 691 S Cassingham
Applicant: Jason Sullivan
Owner: Jason Sullivan
Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness to demolish an existing garage and replace with a new one.
4. App No: ARB-25-53
Address: 247 N Parkview
Applicant: John Ingwersen
Owner: Stelios Giannopoulos
Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness for a 120 sq ft addition to west side of structure to house an elevator.
5. App No: ARB-25-27/BZAP-25-40
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.

The Findings of Fact and Conclusions of Law for the listed above applications are to be approved as Consent Agenda Items noting that all applicants have agreed to the Conditions of the Board members prior to this meeting on October 9, 2025.

Motion to approve the Finding of Facts for the Consent Agenda by Mr. Scott, seconded by Mr. Calhoun; roll call: Scott–Yes, Calhoun–Yes, Heyer–Abstain, Hall–Yes, Toney–Yes. MOTION PASSED.

6. Requests to be Tabled to the November 13, 2025, ARB meeting:

1. 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.
2. 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.

3. 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

Motion to Table the above applications to the November 13, 2025 minutes by Mr. Heyer, seconded by Mr. Hall; roll call: HEyer–Yes, Cahoun–Yes, Scott–Yes, Hall–Yes, Toney–Yes. MOTION PASSED.

7. New Business:

1. App No: ARB-25-48

Address: 342 N Remington

Applicant: D’Andrea Builders

Owner: Jane F Peden

Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness to enlarge the back of the house to enlarge the dining room, kitchen and bathroom and add a porch.

Robert D’Andrea was sworn in.

Ms. Bokor gave a Staff Report and explained aspects of the new drawings, including the eaves.

Mr. D’Andrea shared his desire to make the design comfortable and he explained the design.

Mr. Scott spoke about an offset on the facade, expressed some concerns, and also mentioned articulating the screen as well as other details.

Mr. Hall mentioned a “different element” leading to a base, as well as disjointed nature pertaining to the doors and stoops. He also asked about the skylight.

Mr. Calhoun wanted to clarify his belief that the detailing in the screen porch needed to be fleshed out and he said it feels as though it is kind of basic.

Mr. Heyer explained the submitted elevations consist of component parts and therefore doesn't articulate the character of the house. Because of this, he stated he was unable to make a judgement about the application but would like to see more detail.

Stephen Fulger was sworn in and explained he is a licensed architect doing review for structural and construction-related issues. He spoke about the massing and some other elements of the design, including the stoops and skylight. There was conversation about the patio and alignment of the interior; the Residential Design Guidelines were mentioned.

Chairperson Toney indicated that she agrees with the previously mentioned comments. She spoke to window placement and the difference between the house and addition, as well as having the drawings represent the house.

The applicant requested the application be tabled.

Motion to table this application to the November 13, 2025 meeting by Mr. Calhoun, seconded by Mr. Hall; roll call: Heyer–Yes, Scott–Yes, Hall–Yes, Calhoun–Yes, Toney–Yes. MOTION PASSED.

2. App No: ARB-25-52
Address: 480 N Columbia Ave
Applicant: Jim Douglas
Owner: Lynn Barno
Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness to replace the existing cedar shake roof to dimensional asphalt shingles.

Jim Douglas was sworn in.

Ms. Bokor mentioned that select roof replacements must come before this board. Ms. Bokor explained there were no available records of roof repair.

Mr. Douglas explained how his business does this type of work and shared how he became involved with this project. He mentioned that the home owner's insurance company does not want to insure the roof because it is in such disrepair. It was discussed what the owner knew about the roof upon purchasing the home. He spoke about the roof types in the area.

Ms. Bokor shared information about the roof being significantly altered or replaced in 2005; the cost at that time for a cedar roof was \$55,000.

The estimate was shared to be \$135,000; the difference between that and an asphalt roof is a little less than \$100,000.

Mr. Hall mentioned that changing the roof would change the character of the home.

Mr. Scott spoke to the uniqueness of this home and shared concern about the siding. He said that the Board does not have a cost threshold and spoke to trying to preserve the nature of special houses.

Mr. Douglas said that the location of this home is not opportune for a shake roof due to nearby trees. He mentioned hardship.

Mr. Calhoun suggested considering other materials.

Mr. Heyer mentioned an alternative synthetic product, and gave history with certain approvals.

A nearby home was discussed.

Chairperson Toney spoke about complementary materials. She also mentioned her concern that this change will set a precedent for the home. There was discussion about new homeowners being unaware of the cost to repair roofs in an effort to keep charm and the nature of a home.

Mr. Heyer spoke about a combination approach.

Chairperson Toney shared her personal experience with a wood roof.

Mr. Douglas spoke about the architect involved and the inspection.

Mr. Douglas explained the separation he has noticed in this roof.

Motion to table this application to the November 13, 2025 meeting by Mr. Hall, seconded by Mr. Heyer; roll call: Calhoun–Yes, Scott–Yes, Heyer–Yes, Hall–Yes, Toney–Yes. MOTION PASSED.

3. App No: ARB-25-54
Address: 353 S Parkview
Applicant: Tom Popoff
Owner: Luis and Cheryl Stauffer
Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness for an addition to an existing home, a porch on the west of the property, and a front porch renovation and expansion.

Charyl Stauffer and Tom Popoff were sworn in.

Ms. Bokor gave a Staff Report, and noted that there was concern about the home's width inclusive of the addition.

Mr. Popoff explained this house has undergone a variety of studies.

Ms. Stauffer said that the roofs on this house are challenging and spoke to making the best use of space.

Mr. Heyer spoke about the Parkview elevation, other homes on Parkview, and how this has become part of the street's character. Given the new context of Parkview, he said he has no issue with the gambrel.

Mr. Scott expressed concern about the connection complexity and spoke about the vertical face.

Mr. Hall spoke of the "wow" factor and the gambrel, and attention to detail.

Mr. Calhoun pointed out the quirkiness of the home.

Mr. Heyer asked if there was discussion about changing the look of the roof to be more in keeping with the original house, such as slate. Ms. Stauffer spoke about the roof and the plans for it. The roof was discussed.

Chairperson Toney had nothing additional to add.

Findings of Fact and Conclusions of Law for Application Number: ARB-25-54
for property located at 353 S Parkview: The Architectural Review Board grants a Certificate of Appropriateness for an addition to an existing home porch on the west of the property and a front porch renovation and expansion. All design changes are subject to approval by the Residential Design Consultant.

The applicant understood the Findings of Fact.

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

4. App No: ARB-25-56
Address: 2682 Bellwood
Applicant: Nathan Morris
Owner: Nathan Morris
Request: The applicant is seeking architectural review and approval of a Certificate of Appropriateness to build a new garage on an existing concrete

Nathan Morris was sworn in.

Ms. Bokor gave a Staff Report which explained the process of this case coming before the Board. There was discussion about the site looking different from the presented visuals.

Mr. Klingler spoke about foundation requirements and how to go about a Building Code appeal.

The roof was discussed.

Mr. Heyer spoke about proportions.

Various aspects of the home were discussed, including additional placement to increase yard side and a window.

The Findings of Fact and Conclusion of Law for Application Number: ARB-25-56 for property located at 2682 Bellwood: The Architecture Review Board grants a Certificate of Appropriateness to build a new garage with the following conditions:

- that the applicant work with the design consultant on colors; the Board has suggested lighter colors than black
- putting in a man door, suggested on the yard side
- resighting the garage as close as possible to the property line

The applicant understood the Findings of Fact.

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

8. Old Business:

1. App No: ARB-25-40

Address: 236 N Roosevelt

Applicant: Kiernan Smith

Owner: CJ Goins

Request: The applicant is seeking architectural review and approval and a Certificate of Appropriateness for the removal of existing small, covered stoop and replacement with a new larger porch.

Kiernan Smith was sworn in.

Ms. Bokor spoke about the application.

Mr. Smith discussed the client's requests regarding the layout as it pertains to plantings, materials, etc.

Mr. Heyer spoke about maintaining charm as it relates to a centered porch, and also about decreasing the slope of the metal roof, as well as colors.

Mr. Hall discussed his preferred color choice and members shared their opinions.

The Findings of Fact and Conclusion of Law for Application Number: ARB-25-40 for property located at 236 N Roosevelt: The Architecture Review Board approves a Certificate of Appropriateness for the removal of existing small, covered stoop and replacement with a new larger stoop with the condition that the applicant work with the Residential Design Consultant on reducing the new roof slope, railings, door, columns, colors—the Board prefers all white in color with black railings—and that there be a skirt around the bottom instead of the side.

The applicant understood the Findings of Fact.

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

9. Other Business

Ms. Bokor shared logistics for the upcoming workshop.

Mr. Klingler gave an update about the Land Use Strategy.

10. Adjourn

The meeting was adjourned.