



SHAKER HEIGHTS

Board of Zoning Appeals & City Planning Commission Agenda City Hall Council Chambers Tuesday, March 3, 2026, 7:00 p.m.

Join the Zoom meeting from a PC, Mac, iPad, iPhone or Android device. Join online to listen and watch at <https://zoom.us/j/99656786876?pwd=OU53V016QnNpeVFYR1k0aHQxc0pMQT09>, Password: 33553400; or join by phone to listen at 833-548-0282 (toll free); Webinar ID: 996 5678 6876, Password: 33553400.

Closed captioning is available but Zoom attendees [must turn on this feature](#) in their Zoom settings.

Public comment will be taken during the meeting and residents may submit comments/questions regarding items on the agenda at least 6 hours in advance of the meeting by emailing Daniel Feinstein at daniel.feinstein@shakerheightsoh.gov; or by calling (216) 491-1435. Any comments or questions received before the meeting will be entered into the record at the meeting. The audio of the meeting will be available on the City's [website](#).

This meeting will be held in-person at City Hall, Council Chambers, with an option to attend virtually, pursuant to Chapters 113 and 115 of the Codified Ordinances and Resolution 22-29.

1. Roll Call.
2. Approval of Minutes from the February 3, 2026 meeting.

ZON26-000005. ELITE HOME HEALTH ADULT DAY SUPPORT – 3649 LEE ROAD:

Public Hearing on the request of Amy Williams, Elite Home Health Services LLC, 3649 Lee Road, to the City Planning Commission for a conditional use permit for an adult day care center. The applicant proposes to establish an adult day support facility in the first floor of this building on Lee Road. They propose to add the adult day services as wrap around services as part of their existing home health care business. The adult day services would use 1,460 square feet of first floor space for up to 20 senior adults daily, from 8:00 a.m. to 2:30 p.m. Monday through Friday. Six staff members will operate the facility, which will provide pick-up and drop-off service using two vans. Council confirmation is required for a conditional use permit.

Documents:

[ZON26-000005 3649 LEE - ADULT DAY CARE APPLICATION DOCUMENTS.PDF](#)

ZONING ORDINANCE AMENDMENTS – CM COMMERCIAL MIXED USE DISTRICT TEXT:

Public Hearing on the request of the City of Shaker Heights, 3400 Lee Road, to the City Planning Commission for amendments to the zoning ordinance text. Proposed

amendments include changes to regulations for building lot coverage. Changes are proposed to Chapter 1234.06 CM-1 Commercial Mixed-Use, Chapter 1235.05 CM-2 Commercial Mixed-Use; and Chapter 1236.05 CM-3 Commercial Mixed-Use. The proposed building lot coverage is a minimum 25 percent in the CM Commercial Mixed-Use zoning districts. Council action is required for amendments to the Zoning Ordinances.

Documents:

[LOT COVERAGE CM - ZONING AMENDMENT.PDF](#)

To request an accommodation for a person with disability, call the City's ADA Coordinator at 216-491-1440, or Ohio Relay Service at 711 for TTY users.



Add-on services to existing business

Elite Home Health Services LLC – Conditional Use – Adult Day Support (ADS)

3649 Lee Road
Shaker Heights, Ohio 44120
Parcel: 73527006

Applicant:
Amy Williams MBA

Business Plan of Operation

1. Use Description

Elite Home Health Services LLC proposes to operate an Adult Day Support (ADS) program serving individuals with Developmental Disabilities. The program is designed to promote independence, enhance daily living skills, encourage social interaction, and improve overall quality of life while offering families peace of mind during daytime hours.

2. Days and Hours of Operation

- **Days:** Monday through Friday
- **Hours:** 8:00 AM to 2:30 PM
- **Drop-Off Window:** 7:30 AM -8:15 AM
- **Pick-Up Window:** 2:00 PM -2:30 PM

3. Staffing and Clients

- **Employees:** 6 staff (including a Director, 1 Direct Support Professional (DSP) Lead, 4 Direct Support Professionals)
- **Clients:** Up to 20 individuals at full capacity, with staggered attendance based on the Individuals Service Plan (ISP) scheduling

4. Transportation and Safety

- Transportation will be provided by agency operated vans, compliant with all Non-Medical Transportation (NMT) requirements.



- A dedicated **drop-off/van parking zone** will ensure separation of pedestrian and vehicular traffic and support safe client transition.

5. Pick-up and Drop-off Procedures

- Vans and parent vehicles will enter from Lee Road and pull into a parking space. A staff member will assist with escorting the client into the building.
 - Clients will never be left unsupervised during arrival and departure.
-

Site Plan and Floor Plan

Exterior Site Plan

- Property Address: 3649 Lee Road Down Shaker Heights, OH 44120
- Zoned C3 Business Commercial District (permitted with conditional use)
- Proposed layout includes:
 - 8 standard parking spots
 - Van designated drop-off location
 - Exterior lighting for evening safety

Interior Floor Plan Square Footage

- First floor – 1,460 sq ft
- Second Floor – 1,460 sq ft
- Basement – 1, 460 sq ft

The first floor will be utilized for the Adult Day Support (ADS). The space will include:

- Activity Room
- Quiet Room/Meeting Room (when applicable)
- Full ADA compliant restroom
- Storage closet

Elite Home Health Services LLC

3649 Lee Road
Shaker Heights, Ohio 44120

February 16, 2026

To: Zoning Administrator
City of Shaker Heights
Planning and Development Department
3400 Lee Road
Shaker Heights, OH 44120

Subject: Add-on services to existing business (Adult Day Support)

Dear Zoning Administrator,

Elite Home Health Services LLC respectfully submits this request to add-on services to the existing business Elite Home Health Services LLC. We would like to operate an Adult Day Support (ADS) center at 3649 Lee Road, located within the C3 Business Commercial District. Elite Home Health Services LLC has been in business for several years, and within the last year we obtained our certification to become a certified provider with the Department of Developmental Disabilities (DODD). We are proud to provide dependable, community-based services that empower and support individuals with developmental disabilities. Being able to provide services in the community where I was born and raised is near and dear to my heart. I have two brothers who are developmentally disabled and one of them was the first to attend Mercer Elementary when the special needs program was first implemented in the Shaker School District. I have firsthand experience in working with individuals with developmental disabilities and I want to continue to build a community that is inclusive of supporting and helping individuals that want to be included.

Proposed Summary

Elite Home Health Services LLC is expanding its services to provide day supports to individuals with developmentally disabled. This add-on will allow individuals with developmental disabilities to feel included in a structured, supervised environment as well as out in the community. Having two brothers who are developmentally disabled, I know and understand what is needed to assist them with their day to day living needs and helping families have a peace of mind while they are away for the day.

Services provided will include life skills training, recreational engagement, and transportation to and from the facility. This site plan includes ADA-compliant access, appropriate drop-off zones, and safe transitions for both pedestrians and vehicles. All programming will be operational from 8:00 AM to 2:30 PM, under the supervision of certified staff.

Parking Variance

The parking variance has previously been approved for Superior Academy Training Center LLC. The vans used for dropping off and picking up will use the rear entrance of the building and park in the allotted spot(s) in the rear of the building. The building has eight (8) parking spaces allotted. Four in the rear of the building, and four in the front of the building. There is a public lot, south of our building that can be used for additional parking if necessary. We have also received approval from the owner of Kolorz Nail Salon located at 3669 Lee Road, stating that we can utilize some of their parking spaces if needed. The staff members that drive will park at the rear of the building or in the designated city lot. The front parking area will be designated for visitors. Some staff may choose to ride share or use public transportation to and from the building.

We believe that the parking arrangement will meet the operational needs of Elite Home Health Services LLC and the Adult Day Support.

How This Proposal Meets Conditional Use Standards (Section 1213.05.H)

1.Land Use Policy

The ADS center supports the City's vision for inclusive, community-centered services for individuals with disabilities. The proposed use supports Shaker Heights' land-use objectives by enhancing accessible, socially responsible programming within an existing commercial district.

2.Ordinance Purposes

The development is fully consistent with the spirit and intent of the zoning ordinance, as it promotes general welfare, provides safe and supervised environments for vulnerable populations, and maintains the commercial character of the district.

3. No Nuisance

The facility will not generate noise, smoke, odor, or lighting that constitutes a public nuisance. Transportation is coordinated to avoid congestion, and all outdoor areas will be appropriately screened.

4.No Undue Adverse Impact

We anticipate no negative impacts on adjacent properties.

5.No Interference with Surrounding Development

The site design ensures safety for vehicles and pedestrians. Parking and drop-off procedures are structured to maintain existing patterns.

6.Adequate Public Facilities

The site has access to all necessary utilities and public services and is easily accessible by emergency vehicles.

7.No Traffic Congestion

Drop-off and pick-up procedures will use designated spaces, and staff will be trained to ensure safe, efficient transitions. Client transportation will occur only during scheduled windows, minimizing traffic impacts on the roadway.

8.No Destruction of Significant Features

No new construction, or major renovations are planned. The property will remain in its current condition.

9.Compliance with Standards

The proposal strictly adheres to all state licensing requirements and City zoning regulations, including Section 263.07 for Adult Day Care Centers and Section 1233.13 for site planning in C3 districts.

We're thrilled to expand our services and bring high-quality, person-centered programming to Shaker Heights – promoting community inclusion and empowering individuals with developmental disabilities.

Thank you for your time and consideration. Please feel free to contact me for any additional information or questions.

Respectfully,

Amy Williams, MBA
Owner
Elite Home Health Services LLC

An official website of the Cuyahoga County government. Here's how you know



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City Shaker Heights

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Owner

Parcel

Address

73527006



Search Results

PROPERTY DATA

General Information

Transfers

Values

Land

Building Information

Building Sketch

Other Improvements

Permits

Property Summary Report

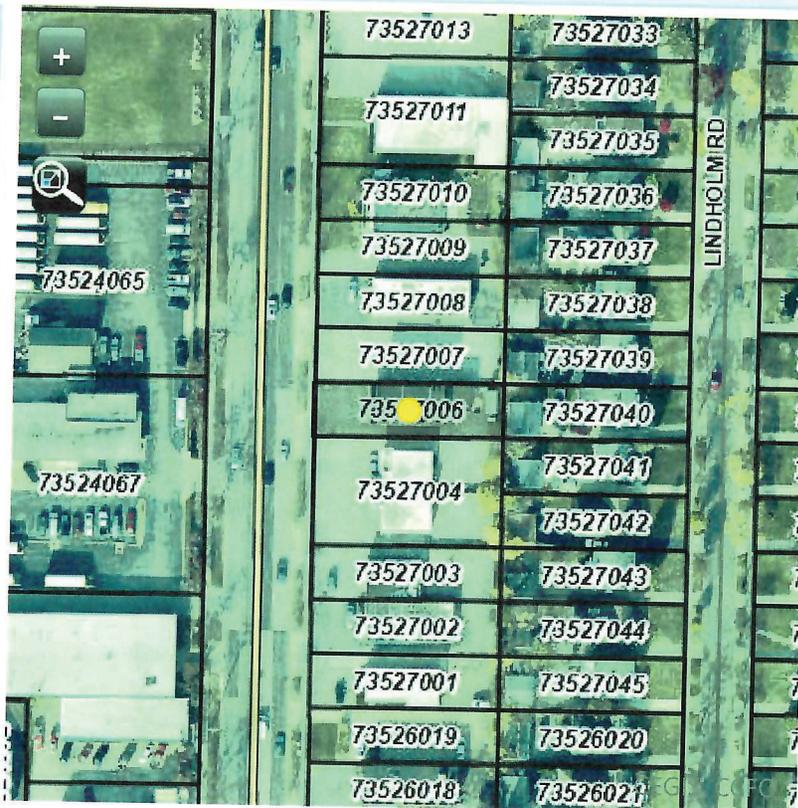
TAXES

Tax By Year

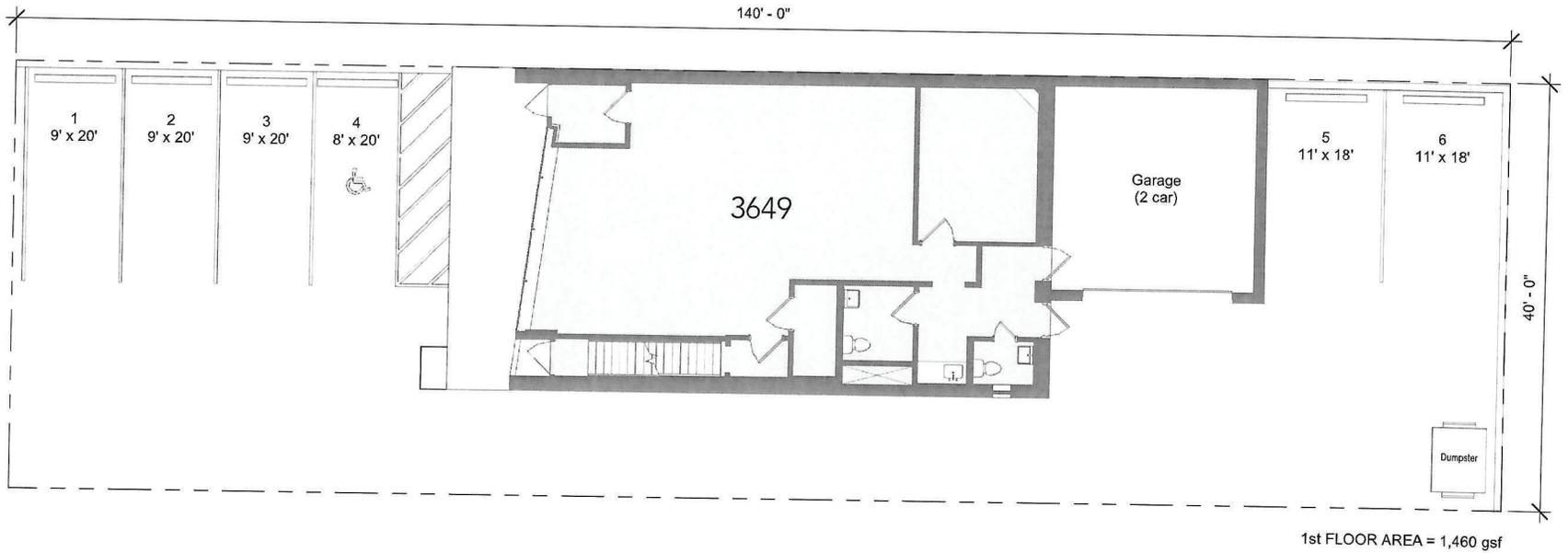
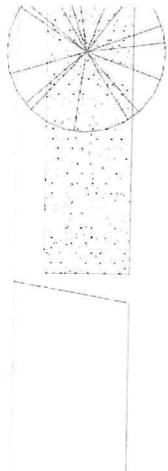
Pay Your Taxes Online

LEGAL RECORDINGS

Get a Document List



LEE ROAD



1st FLOOR AREA = 1,460 gsf

Elitus Property Holdings

CONCEPT DESIGN

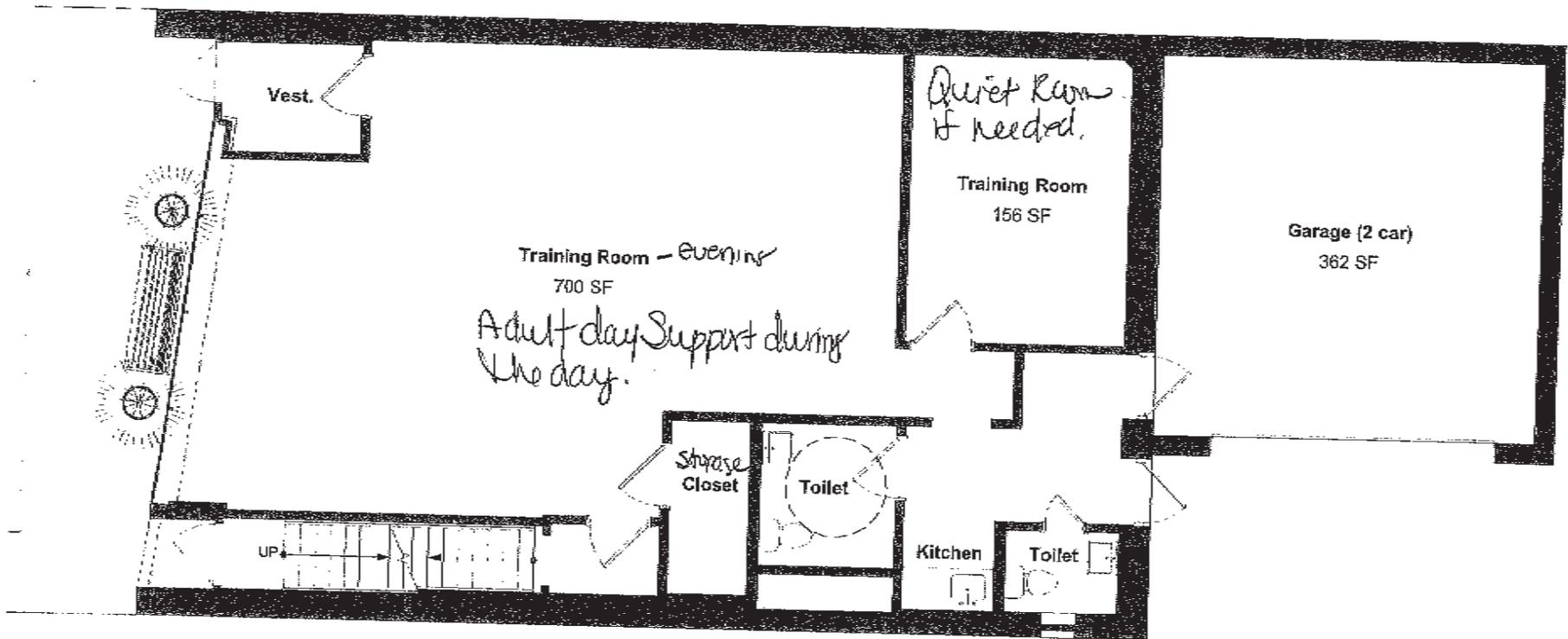
3649 Lee Road, Shaker Heights, OH

Site Plan

SCALE: 3/32" = 1'-0"

DS5 | Feb. 11, 2025
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Elitus Property Holdings
CONCEPT DESIGN

49 Lee Road, Shaker Heights, OH

First Floor Plan

SCALE: 3/16" = 1'-0"

DS4 | Feb. 11, 2025
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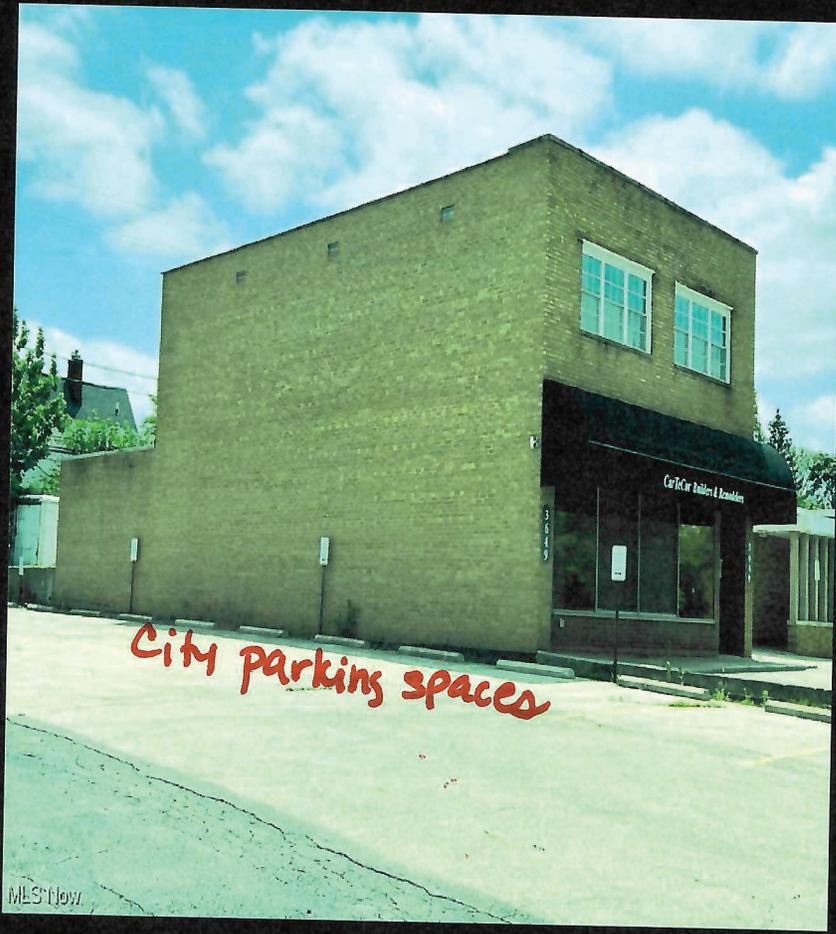




Google

3649 Lee Rd
\$235,893 • 0 Bed • 0 Bath • 3,000 Sq Ft





Chapter 1234 CM-1 Commercial Mixed Use

1234.06 LOT AND DENSITY REGULATIONS.

A. Minimum Lot Area. The minimum lot area shall be eight thousand five hundred (8,500) square feet.

B. Minimum Lot Width. The minimum lot width shall be fifty (50) feet.

C. Minimum Area Per Dwelling Unit. The minimum area per dwelling unit shall be regulated pursuant to Section 1225.05, A Apartment District, minimum area per dwelling unit.

D. Minimum Lot Coverage. A lot shall be developed with a minimum lot coverage of twenty-five percent (25%).

Chapter 1235 CM-2 Commercial Mixed Use

1235.05 LOT AND DENSITY REGULATIONS.

A. Minimum Lot Area. None.

B. Minimum Lot Width. The minimum lot width shall be forty (40) feet.

C. Minimum Lot Coverage. A lot shall be developed with a minimum lot coverage of twenty-five percent (25%).

Chapter 1236 CM-3 Commercial Mixed Use

1236.05 LOT AND DENSITY REGULATIONS.

A. Minimum Lot Area. 43,560 square feet.

B. Minimum Lot Width. The minimum lot width shall be one hundred (100) feet.

C. Minimum Lot Coverage. A lot shall be developed with a minimum lot coverage of twenty-five percent (25%).