Society of Ohio Archivists spring meeting May 18, 2012 Ohio Historical Records Advisory Board Regrants Program panel

The Shaker Heights Building Card Database



A Collaboration of the Shaker Heights Public Library and the City of Shaker Heights Landmark Commission, in celebration of the Shaker Heights 2012 Centennial









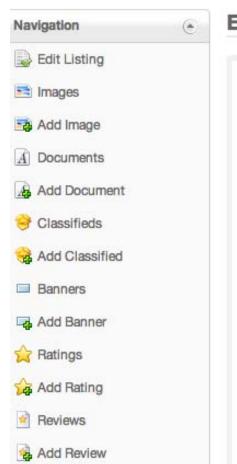
2701 Park Drive NUMBER-STREET SUB-LOT PLAN FILE BUILDING PERMIT PERMIT CONTRACTOR OWNER OBSTRUCTION BUILDER EXCAVATION Callester Co ARCHITECT CURB DRIVEWAY DATE COMPLETED O.K. ESTIMATED COST SEWER Brener 3348 KIND PLUMBING INCINERATOR DIMENSIONS MATERIAL ELECTRICAL HEATING FIXTURES INCINERATOR HEATING ROOF SIDEWALK

GARAGE-DETACHED-ATTACHED

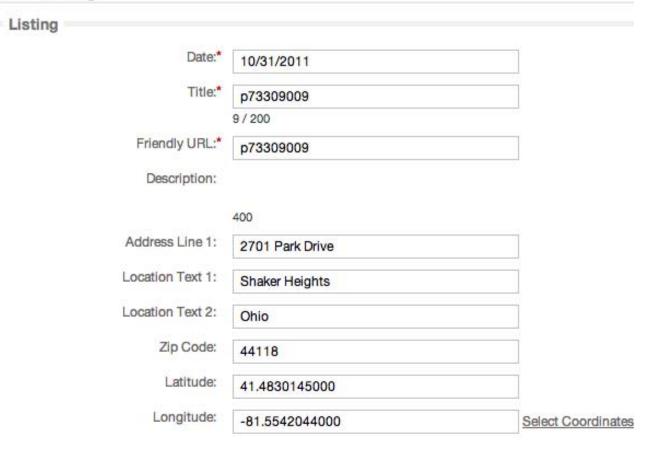
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HEATING Stone	FIXTURES
INCINERATOR	HEATING
MOOF Slate	SIDEWALK
GARAGE-DETACHED-ATTACHED	

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Edit Listing



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Last, First MI.	
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2701 Park Drive Shaker Heights, OH 44118

PARCEL ID: 733-09-009

Edit Listing | Edit Order

Building Permit Date: 08-10-1927

Owner: Halle, S.P.

Builder: W.B. McCallister Company Architect: Corbusier, Lenski & Foster

Estimated Cost: 125000

Kind: Single, Single Residence or

Dwelling

Material: Stone Heating: Steam Roof: Slate



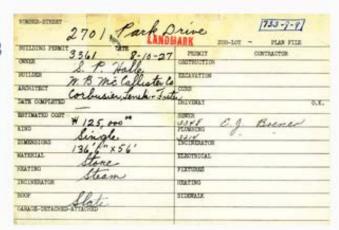
Download Complete Building Card (PDF)



Print



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Shaker Heights Building Card Database

How Do I Get Started?

To see details about a property, enter the street name and number into the "Find" box at right. Click on the Parcel ID in the results to see property details. From the details page, download a pdf of the complete set of building cards. To view all addresses on a street, enter only the street name in the "Find" box. This database provides online access to historic records. At present, the database can be searched by street name, architect, original owner, builder, or other keyword. Check back frequently for increased search and display capabilities, as we continue to improve this database.

What Can I Learn About My Home?

The Building Cards contain the date the home was built; the names of the home's architect, builder, and original owner; and the estimated cost to build the home, among other details. If the home's blueprints were captured on microfilm before the original plans were destroyed, the cards also contain a locator number ("Plan File Number"). The information in this database was entered from over 10,000 cards—one for each building in Shaker Heights. The original cards are stored at Shaker Heights City Hall in the Building Department. Additional details about your house may be located elsewhere—see the Shaker Heights Public Library's guide Research Your Shaker Home for more information.

A Project of Shaker Heights Centennial 2012

Shaker Heights celebrates 100 years of history in 2012 with public programming, a city-wide mobile history project, and a rich database of historic building cards, allowing citizen historians to learn more about their homes, neighborhoods, and heritage. View the Shaker Heights content on Cleveland Historical or visit HistoricShaker.com to learn more.

Find: Search

Keyword

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 Card
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About the Project

This database is a collaborative project of the Shaker Heights Landmark Commission and the Shaker Heights Public Library, supported in part by an award from the Ohio Historical Records Advisory Board, through funding from the National Historical Publications and Records Commission (NHPRC), National Archives and Records Administration; and by a grant from the U.S. Department of the Interior's Historic Preservation Fund, administered by the Ohio Historic Preservation Office of the Ohio Historical Society.

Many dedicated volunteers scanned over 10,000 original Building Cards and spent hundreds of hours entering data into this database. Our thanks go to:

Josh Allen	Amanda Keller	Jennifer Relich
Alessandra Bliss	Megan Kennersley	Nancy Sin
Naomi Brantley	Winston Mar	Rick Smith
David Distelhorst	Karen Marshall	Ashley Solomon
Ahtera Dixon	Christina Moffett	Annette Sutherland
Geoffrey Hare	Patrice Moore	Susie Turiel
Alisa Howard	Susan Reese	Susan Vitantonio

The project was administered by Meghan Hays, Local History Librarian, Shaker Heights Public Library and Ann Klavora, Senior Planner, City of Shaker Heights, with assistance from Kelly Beck, Planning Specialist, City of Shaker Heights.









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How to Read a Building Card

As each property was built in Shaker Heights, a Building Card was created. Information about the home, likely gathered from the original building permit application, was usually handwritten on the pre-printed cards. Below is an explanation of terms on the front of the original Building Cards. Note that not all cards were completely filled out, and that no information will be in the database if the original Building Card is missing for that address. The back of the first building card and additional cards if necessary (images visible in the downloaded complete pdf of each file) will list additional permit numbers, dates, and brief descriptions of repairs and renovations.

Building Card, Top (above the top line):

NUMBER-STREET: The address of the property; any street name or number changes will be marked here.

SUB-LOT: The original sub-lot number from when the area was first subdivided by the Van Sweringen Company.

PLAN FILE: A locator number indicating whether the home's blueprints were microfilmed before being destroyed. If there is a number other than '0,' contact the Local History Librarian for an appointment to view and make copies of the plans.

Permanent Parcel Number: An eight-digit number, generally written in the top right corner of the card, that corresponds to the property's location on county maps and to tax records at the Fiscal Officer's office. Search the Fiscal Officer's website using the Permanent Parcel Number or other means.

The word **LANDMARK** will be stamped on the card in red if the property is a local landmark.

Building Card, Left Side:

BUILDING PERMIT: The number assigned to the original building permit.

BUILDING PERMIT DATE: The date the building permit was issued, shortly before the house was

Building Card, Left Side:

BUILDING PERMIT: The number assigned to the original building permit.

BUILDING PERMIT DATE: The date the building permit was issued, shortly before the house was

built. If there is no COMPLETION DATE, this date is used to best approximate the age of the

property.

OWNER: The owner of the property when the house was built.

BUILDER: The builder of the home.

ARCHITECT: The architect of the home.

DATE COMPLETED: If recorded, the date construction was completed.

ESTIMATED COST: The estimated cost of construction.

KIND: The type of home--one-family, two-family, etc.

DIMENSIONS: The dimensions of the building's footprint.

MATERIAL: The type of construction--frame, brick, etc.

HEATING: The type of heating installed at the time of construction.

INCINERATOR: Indicates if there was an incinerator.

ROOF: The original roofing material.

GARAGE: Sometimes indicates whether an attached or detached garage was built, and how many

bays.

Building Card, Right Side:

List of permit numbers and contractor names for several sub-categories of construction, including sewer, electrical, etc.









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Frequently Asked Questions

Q: Are plans or blueprints available for my house?

A: If there is a Plan File number on the building card, it likely indicates the location of the blueprints on microfilm. Microfilmed blueprints are available by appointment at the Shaker Heights Public Library. If there is no Plan File number, the blueprints are not available. Plans of homes built before 1945 were not microfilmed, and the originals were not retained.

Q: How do I obtain paper copies of microfilmed blueprints?

A: Contact the Local History Librarian at mhays@shakerlibrary.org or at 216-367-3016 to make an appointment or for additional information. You can make plain paper copies (8-1/2 x 11") of the blueprints using the microfilm reader-printer at the Shaker Heights Main Library. These copies cost 10 cents per page. The Local History Librarian can also have a set of your blueprints printed on 18x24" plain paper for \$20 for a set of plans that contains under 20 images, and \$1/image for a set of over 20 images.

Q: Where can I find more information about the architect of my home?

A: Some information about prominent Shaker Heights architects is located at the Local History Collection at the Shaker Heights Public Library (216-367-3016) and the Shaker Heights Landmark Commission (216-491-1430). The Cleveland Landmarks Commission maintains an online Architects Database. Some Ohio architects are also listed in the American Institute of Architects Historical Directory of American Architects.

Q: How do I see the back of the building index card? What information is contained there?

A: The website only displays images of the front of the building index card. The webpage for each property also includes a link to a downloadable PDF of the entire set of card images for that property, front and back (and additional cards if they exist). The back of the building index card contains a list of building permits issued for the property before the mid-1990s. Permits issued after the mid-1990s are catalogued electronically in the Shaker Heights Building Department.

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Q: What if my address is not in the database, or my address' page does not display a card image?

A: This database contains information that was written or typed on a Building Card for each property at the time that property was built in Shaker Heights. For any address, the original Building Card may have gone missing and was not available to digitize; thus there will be no information about that address in this database.

Q: I think the information for my home is incorrect. What should I do?

A: There may be discrepancies between this source and other published sources of property information. The City of Shaker Heights and the Shaker Heights Public Library assume no liability for damages as a result of errors, omissions or discrepancies contained in this database. If you see a transcription error or have any comment about the database, please get in touch with us through the 'Contact Us' link at left.









Database URLs

Shakerbuildings.com

Front End – for users, simple searches

Shakerbuildings.com/cp

Back End – for volunteers' data entry, image upload

Back-back end – for data export, batch edits

Successes

- Collaboration: City of Shaker Heights and Shaker Heights Public Library: Companion Projects, Companion Grants
- Community Building: Volunteer efforts, public involvement, and new friends
- Next Steps: Pilot project for larger digitization project: microfilmed blueprints, permit files, Plat Map books--more information about Shaker Heights homes