

**NOTE: Agenda and Reports may be amended as necessary or as required.**

**Applicants, PLEASE REVIEW YOUR PROPOSAL for accuracy.**

Board Members

<b>Alf</b>	<b>Beckman</b>	<b>Bloch</b>	<b>Brown</b>	<b>Essman</b>	<b>Fairbanks</b>
				Weigel	Jacobs
<b>Fiehrer</b>	<b>Graham</b>	<b>Palechek</b>	<b>Ripperger</b>	<b>Whalen</b>	
Demmel	O'Neill		Brown	O'Neill	

**I. Roll Call:**

**II. Swearing in of Those Providing Testimony to the Board:**

Kathy Dudley, Assistant Law Director

**III. Approval of Meeting Minutes – Written Summary and Audio Recording for these dates:**

A. None: To be approved when available

**IV. Properties Seeking COA - Old Business**

1. 232 North Second Street (*German Village*) – Gable Window

**V. Properties Seeking COA - New Business**

1. 116 Main Street (*Rossville*) – Painting and Signage

2. 321 Ross Avenue (*Rossville*) – Rear Portion Exterior Work (Roof, Rafter)

**VI. Miscellaneous/Discussion/On the Radar**

- Property Inquiries:  
233 Hensel Place – Like-for-Like COA Issued (Paint)

**VII. Adjourn**

**VIII. Guests:**



AGENDA  
Architectural Design Review Board  
Tuesday, June 7, 2016

TABLE OF CONTENTS

OLD BUSINESS:

**Subject: AGENDA ITEM – Old Business #1**

**232 North Second Street – Gable Window Replacement ..... 3**

**Introduction: ..... 4**

**Background: ..... 6**

**PROPOSAL ..... 15**

NEW BUSINESS:

**Subject: AGENDA ITEM #1**

**321 Ross Avenue – Rear Portion, Exterior Work (Roof Work, Box Gutters, Soffit Painted, New Rafter) ..... 38**

**Introduction: ..... 39**

**Background: ..... 41**

**PROPOSAL ..... 42**

**Subject: AGENDA ITEM # 2**

**116 Main Street – Painting & Signage..... 60**

**Introduction: ..... 62**

**Background: ..... 62**

**PROPOSAL ..... 62**



**To:** Architectural Design Review Board  
**From:** Ed Wilson, ADRB  
**Subject:** **AGENDA ITEM – Old Business #1**  
**232 North Second Street – Gable Window Replacement**  
 Marion Arbino, Applicant  
 Meeting Date: **6/7/2016**  
**Tabled:** **5/17/2016**  
*Received Application:* **5/4/2016**  
**Impacts:** German Village Historic District

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Dear Board Members:

**Synopsis**

A Certificate of Appropriateness application had been submitted for 232 North Second Street needing Architectural Design Review Board examination and approval.

COA Application includes the following proposal items and **only these items:**

<b>Proposed Items</b>	<b>Reason</b>
<b>Needing ADRB COA Approval</b>	
<b>Option 1:</b> Gable Window Replacement (Vinyl with Poplar Wood Trim painted white) – 69 inch x 50 inch	Change of Structure Component Change of Exterior Appearance Change of Existing Materials
<i>Existing: Wood Gable Window with Mullions and Arch</i>	<i>Per Applicant, Rotted</i>
<b>Option 2:</b> Overlay 3x2 Plywood Grid on New Gable Window	Change of Exterior Appearance
<i>Existing: None</i>	
<b>Option 3:</b> Overlay 4x3 Plywood Grid on New Gable Window	Change of Exterior Appearance
<i>Existing: None</i>	



The Proposal is also part of, or due to, one of the following City of Hamilton function:

✓ Health Division (Health Department)	Work occurred due to Health Citation.
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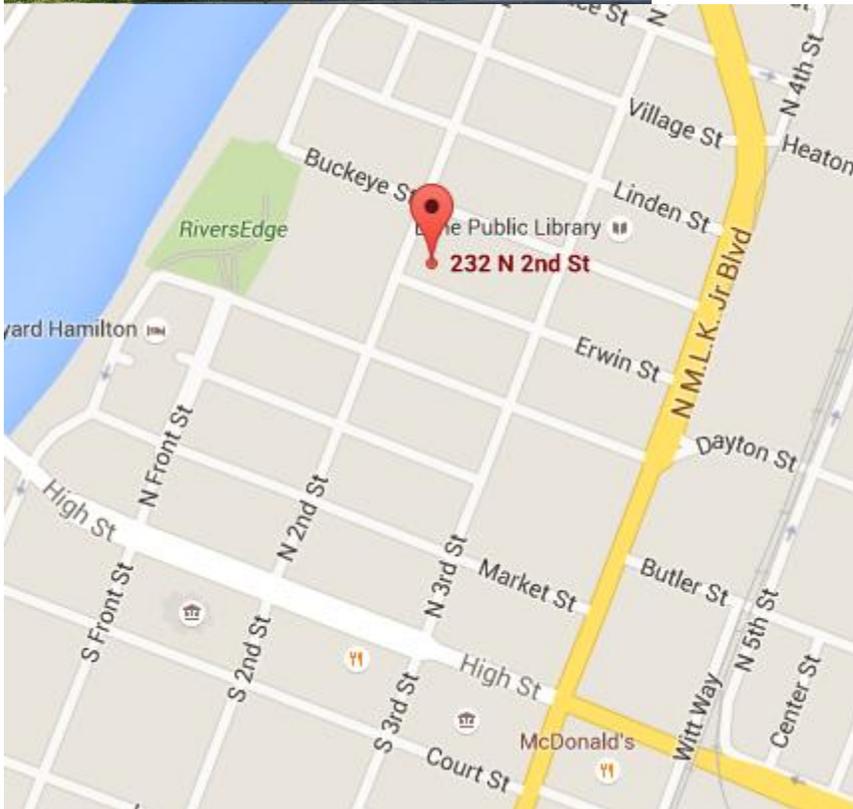
**Introduction:**

The Applicant, Marion Arbino, submitted a Certificate of Appropriateness Application for the property of 232 North Second Street. The proposal proposed involved the replacement of existing gable window with a new rectangular window.

The subject property of 232 North Second Street is part of the German Village Historic District and is Zoned “BPD” – Business Planned Development.



## 232 North Second Street Gable Window Replacement



## **Background:**

The case of 232 North Second Street began with visual confirmation of work occurring without a Certificate of Appropriateness (COA) at the residential structure, April 15, 2016, including issuance of a Stop Work order.

Mr. Arbino submitted a COA application for processing and review at the next available Architectural Design Review Board meeting. The proposal was reviewed by the ADRB at the May 17, 2016 meeting, the outcome of which was muddled though primarily in opposition to the current gable window at 232 North Second Street. This included the defeat of a possible rectification option - utilizing a vertical polar wood strip as an overlay to divide the window symmetrically in an attempt to match the second floor front windows. Summarily, the ADRB tabled the proposal in order for the Applicant to research possibilities that would be more appropriate for the gable and gable window.

Following the meeting, Mr. Arbino discussed with Staff and voiced confusion over what the ADRB wanted as an outcome or remedy to the current situation of 232 North Third Street. Staff noted the broad theme from the ADRB discussion, questions and deliberation – that indications stemmed towards the replacement and reduction of the gable window, as well as the sentiment that the original window was superior to the current window. Mr. Arbino also voiced concern over the amount of time needed to rectify the situation. Staff explained that an issued COA would be valid for 6 months and should the need arise the Applicant can file for a 6-month extension.

During the same discussion, Mr. Arbino proposed a new possibility for the gable window, considering the aforementioned ADRB discussion and prior motion for using a poplar wood divider for the current gable window. Mr. Arbino proposed 1-inch plywood, cut to match the grid of the original/previous window and overlaid on to the current gable window.



Afterward, Mr. Ken Rivera of the City's Construction Services Division met Mr. Arbino on site, at 232 North Second Street. Mr. Rivera confirmed the subject gable was an unfinished attic space, therefore it is unoccupied. Furthermore, Mr. Rivera determined that the existing framing around the window opening must have been original, needed no modifications, and also, the previous gable window and current gable window used the same header that is still currently in place. Incidentally, no further inspections or permits were needed from Construction Services based on this assessment. The assessment is included in this report as an Exhibit Attachment item for review and consideration.

Continuing, Staff took time to ascertain similar formed residential structures with primary front gables, for comparison to the current state of 232 North Second Street, and for possible window configurations for both the Applicant and the ADRB board members to optionally consider. Overall, there was evidence of gable windows being smaller, utilizing less spatial ratio of the gable, being divided into lesser windows, and other configurations that served to compliment the overall elevation of their structures. However, there were some structures with larger gable windows and/or greater spatial ratio in relation to the gable proper. The available examples can be reviewed at the Exhibit Attachment section.

The next development of the case occurred subsequently, as Mr. Arbino inquired Staff related to any available appeals processes in the possible event the window work is denied at the June 7<sup>th</sup> ADRB meeting. Staff provided the Board of Zoning Appeals, process information to Mr. Arbino due to the request.

Subsequently, Mr. Arbino visited the Planning Division office, to obtain the materials of the informational mailout cited by board members at the May 17<sup>th</sup> meeting. Staff provided Mr. Arbino with the 2015 iteration of the Historic District brochure, version German Village. Staff also reminded Mr. Arbino of the previously provided ADRB Policies and Guidelines. Additionally, during this conversation, Mr. Arbino indicated preparations for consulting the Board of Zoning Appeals for appeal. The conversation also yielded further possibilities for the new current gable window, including the possible addition of a header and two overlay grid configurations. These have been included as options for the ADRB to consider, however, Mr. Arbino expressed that the preferred option is the existing new gable window in its present condition.



## **Supplemental Items**

### **Implications for ADRB Policies & Guidelines; and Other Requirements**

As noted in the Background section of this report, the transpired work of 232 North Second Street, broaches the subject of Windows, pertaining to the ADRB Policies & Guidelines. Additionally, the Applicant was provided a copy of the ADRB Policies & Guidelines with emphasis of the subject of Windows.

Note that at present and as could be ascertained from the outcome of the May 17<sup>th</sup> meeting, the ADRB concern regarding 232 North Second Street's current gable window is regarding the size and arguably lacking aesthetic contribution of that window.

In addition to this, there was no clear interpretation or citation of any requirement or policies/guidelines during consideration and deliberation of the gable window, something Mr. Arbino noted to both Planning Division and Construction Services staff.

### **Comparison to Windows – Policies and Guidelines**

This is a comparison of the Windows policy for the ADRB Policies & Guidelines compared to the evaluation and outcome of the May 17<sup>th</sup> meeting, as well as other relevant aspects of the case. The comparison stemmed from Mr. Arbino's hesitations, objections and uncertainty related to what was perceived to be the board's cursory deliberation and evaluation of the gable window. Also note that the policies and guidelines are not hard rules and serve only as potential guidance for evaluations and possibility for historic structures as deemed by current and prior ADRB/HDRB boards.



## **Comparison to Windows – Policies and Guidelines**

- A. All windows on a structure will be considered part of the exterior features of that property.

*At the May 17<sup>th</sup> 2016 ADRB meeting, the gable window was considered by the board and the Applicant in this fashion, though in a general notion.*

- B. The following items will be considered a critical part of the exterior architectural/design elements that should not be altered on a structure:

1. The specific **location** of each individual window

*At the May 17<sup>th</sup> 2016 ADRB meeting, the board considered the location of the window, but no significant qualms were voiced concerning the location. The Applicant noted that the new window was to take advantage of the view to the nearby RiversEdge park space and the adjacent upcoming Marcum Park.*

2. The specific **style** of each individual window

*At the May 17<sup>th</sup> 2016 ADRB meeting, the board considered the style of both the Previous Gable Window and the Current Gable Window. This was the arguably the primary concern expressed by board members at the meeting.*

*The previous gable window consisted of smaller mullion windows flanking a central arched window, which itself contained a grid style matching the mullions for the upper half arch.*

*The current gable window is a simple squared window with no grids.*

*Further, there was a motion of compromise - to divide the existing window using a vertical poplar wood strip overlay, for symmetrical division. However, the motion was defeated. Other than this, the Applicant noted in post-meeting communications that he could not glean any relevant information on what the ADRB desired concerning the gable window.*

*Another point in this matter to consider is the Applicant's revised possibility as a proposal: to cut plywood into a grid as an overlay. Please review the Updated Proposal portion of this report for this item.*



3. The specific **dimensions** of each individual window

*At the May 17<sup>th</sup> 2016 ADRB meeting, the board also considered the dimensions of both the Previous Gable Window and the Current Gable Window.*

*The previous gable window appeared to take less of the gable space.*

*The current gable window appeared to take more of the gable space.*

*Please note however that Construction Services evaluated the window, noting that the current window uses the same header as the previous window, and thus needed no intervention from that division. This is described further in the corresponding portion of the report and an included Exhibit Attachment.*

*In general, the board expressed reservations related to the simple shape of the current gable window, compared to the mullion-arch window-mullion pattern of the previous window. As specified previously, the Applicant expressed on multiple occasions that the current window was to improve the property and take advantage the view of adjacent amenities such as RiversEdge.*

4. The specific **treatment of the framing** for each individual window

*At the May 17<sup>th</sup> 2016 ADRB meeting, the board only briefly considered the framing of the gable window, in a comparative view of the overall deliberation. The current gable window has a white poplar trim frame, forming a moderate visual border. The previous gable window also had thick window frames, though the configuration reflected the separate window assembly of the mullion windows.*

5. The specific **design** of each individual window

*At the May 17<sup>th</sup> 2016 ADRB meeting, the board considered the design of the current gable window, compared to the previous gable window. This was another significant concern of the board during deliberation. However, per the Applicant, there was a lack of clear evaluation and definition as to the problem of the current gable window related to design, for the Applicant to contemplate and address for possible rectification of the matter.*



6. The **relationship of the above elements** and/or related elements for each window in the overall window treatment/design of a structure

*At the May 17<sup>th</sup> 2016 ADRB meeting, the board partially considered the relationship of the above tenets concerning windows. Some of the board also considered other related windows of the structures, in particular the second floor front window configuration.*

- C. Certificates for window replacement may be approved if the existing window is demonstrably beyond repair.

*At the May 17<sup>th</sup> 2016 ADRB meeting and in a prior discussion, the Applicant stated that the window was rotted and nothing could be done. While the Applicant provided no physical documentation either to Staff and/or to the ADRB board at the meeting, a prior photo of 232 North Second Street displayed the previous gable window on the structure with heavy black color through the window framing, a possible and quite likely an indication of rot.*

- D. If approved, replacement windows will conform to the following:

1. The replacement window must match the existing window with regard to location on the structure.

*The current gable window is in the same place as the previous gable window.*

2. The replacement window must match the existing window style.

*At the May 17<sup>th</sup> 2016 ADRB meeting, the board noted the current gable window did not match the style of the previous gable window. As a reprise, the Applicant noted that the new window was to take advantage of the view from the attic, overlooking RiversEdge and the upcoming Marcum Park.*

3. The replacement window must match the existing window dimensions.



*The board noted the visual difference in dimensions between the current gable window and the previous at the May 17<sup>th</sup> ADRB meeting.*

*However, Construction Services evaluated the gable window and noted the current window uses the same header as the previous window.*

*With this it is uncertain if the previous gable window was the original window to the structure, or if it too was also a replacement window, performed at some point prior. Note that the property has been through multiple façade projects, which was discussed generally at the May 17<sup>th</sup> ADRB meeting.*

4. The replacement window must match the existing window design.

*At the May 17<sup>th</sup> 2016 ADRB meeting, the board noted the new and current gable window did not match the previous. This was a discernable point in the discussion and deliberation. Staff also noted to the Applicant the possibility of this point during pre-meeting discussions.*

5. The replacement window should match the existing window in material composition (example: existing window is made from pine, the replacement window should be made from pine).

*At the May 17<sup>th</sup> 2016 ADRB meeting, the Applicant noted the replacement window was vinyl, but that it was trimmed in poplar wood. The general board consensus was that this, along with the exposure of original fishscale siding at the gable were both mitigating circumstances.*

*Please consider that the replacement window only should match the original material of the previous window. This is not a mandatory requirement due to the language of the clause and due to the overarching non-legislative nature of the ADRB Policies and Guidelines.*

*Additionally, the Applicant noted in post-meeting discussions, exacerbation regarding the review process; highlighted existing costs occurred with the gable window project; and expressed concern over the possibility of spending funds on an item that the ADRB will not approve, and the prospect of being mandated to spend possibly exorbitant amounts on a different solution.*



*If the board feels that another replacement window is needed, it is recommended that reasonable and cost-effective solutions be readied for the Applicant's consideration at the meeting, to compliment Staff efforts and ensure an amenable solution for both the Applicant and the ADRB.*

E. Filling in or covering up windows, transoms, or vents is not allowed.

*The Applicant did not fill in or cover up the gable window, nor did the Applicant reduce the window size.*

### **Building Requirements / Construction Services**

Please retain and consider the evaluation by Mr. Rivera of Construction Services, summarized in the Background section of this report.

Summarily, the assessment noted the following points.

1. The space is an unfinished attic, unoccupied, and therefore needs no building code considerations for an occupied room.
2. The existing framing around the opening was original and required no modifications when the windows were replaced.
3. While the previous window was in sections, it was using the same header that is still in place.
4. Resultantly, no permits or further business is necessary with reference to Construction Services.

The correspondence is included as an Exhibit Attachment item, under Exhibit E, for review and consideration.



### **Staff Research**

Staff endeavored to find possible solutions and/or examples related to the status of the gable window. This included general research into gable window configurations, accomplished by viewing different Gablefront housing, particularly structures similar in design and form to 232 North Second Street.

Both the ADRB disinclination towards the size and lack of form of the window; and Mr. Arbino's desire for a large gable window were considered in the research. A separate consequence of the research noted some other relevant aspects to this particular case.

One specific outcome of the research was the lesser number of matching Gablefront housing in Hamilton for reliable comparison. A subsection of the previewed properties included a number of structures unsuitable for comparison for key reasons (too small window{s}; covered or blocked in window{s}; No window present; etc.). The result of which prompted staff to seek Gablefront housing in other communities as time and resources would allow.

The other specific item was the appearance of some structures with large gable windows, be they whole, grid or divided. This included structures with gable windows that appeared to occupy a significant amount of gable space, arguably comparable to the configuration of 232 North Second Street. A subcategory of this group also included gable windows with frames or casements, again appearing to occupy a similar amount of significant space of the gable.

In addition to these conditions, other variables rendered possible gablefront structures invalid for comparison, such as severe damage or heavy use of artificial products.

These items have been included as Exhibit Attachment items under Article EXHIBIT E for consideration with this report.

### **State of Ohio Historic Designation**

This property of 232 North Second Street is not part of the State Historic Inventory.



# **PROPOSAL**

## **Option 1: (Keep Current Gable Window)**

**Applicant Preferred** proposal for the gable window. Confirmed in a walk-in conversation on the afternoon of June 2<sup>nd</sup>, 2016.

Replacement of existing wooden gable window, with a new rectangular vinyl window, trimmed in poplar wood.

- Window Measurement: 69 inches' width by 50 inches' height.
- Per the Applicant, the existing window was rotted and had to be replaced. Construction Services found no fault with the window dimensions and required no permits.
- Applicant also noted the window was an attic space, confirmed by Construction Services, and would provide a nice view of RiversEdge and Marcum Park.
- Post-May 17<sup>th</sup> 2016 ADRB Meeting: Per the Applicant, \$2000 was spent on the current gable window. The Applicant also noted that he does not want to put more money into something that would not be approved or accepted by the ADRB.

## **Option 2: (3x2 Overlay Grid)**

- Erect an overlay grid of 3 by 2
- Per the Applicant, propose placement of cut plywood grid as an overlay on the current gable window
- Erection of a Header in poplar wood for the window.

## **Option 3: (4x3 Overlay Grid)**

- Erect an overlay grid of 4 by 3
- Per the Applicant, propose placement of cut plywood grid as an overlay on the current gable window
- Erection of a Header in poplar wood for the window.



**Attachments:**

1. EXHIBIT A: Images of the Property
2. EXHIBIT B: Comparative Before and After Images of 232 North Second Street
3. EXHIBIT C: Gable Window Assessment by Construction Services
4. EXHIBIT D: Window Sample of Proposal Option 2 and 3 – Staff Provided
5. EXHIBIT E: Samples of Structures as Possible Gable Window Rectification
6. EXHIBIT F: Copy of COA Issued by Hamilton German Village – circa 1977
7. EXHIBIT G: Issued Stop Work Order – April 18, 2016
8. EXHIBIT H: COA Application

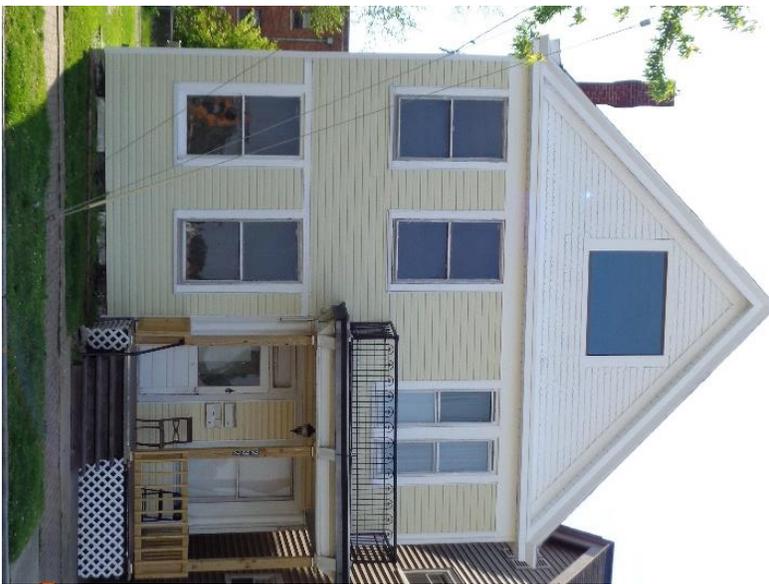
**EXHIBIT A: Images of the Property**



**EXHIBIT B: Comparative Before & After Images of 232 North Second Street**



**Before (03/08/2016)**



**After (04/15/2016)**



## EXHIBIT C: Gable Window Assessment by Construction Services

5/31/2016

City of Hamilton, Ohio Mail - 232 N 2nd St. Attic Window



Edward Wilson <edward.wilson@hamilton-oh.gov>

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### 232 N 2nd St. Attic Window

2 messages

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**Ken Rivera** <ken.rivera@hamilton-oh.gov>  
To: Edward Wilson <edward.wilson@hamilton-oh.gov>  
Cc: nightrider5103@yahoo.com

Wed, May 25, 2016 at 4:41 PM

Ed,

I met Mr. Arbino on site today, and he gave me access to the attic where the window was installed. The space is an unfinished attic space, so it is not occupied. I was able to determine that the existing framing around the window opening must have been original and required no modifications when the windows were replaced. The previous window, while in sections within itself, was utilizing the same header that is still currently in place. As a result of these findings, there are no permits or further inspections required from Construction Services.

During our discussion, Mr. Arbino said that he does not have a clear understanding of what the ADRB is asking him to do with the window. He wanted me to convey that he is asking for clarification on the standards that they're asking him to meet so that he doesn't put money in to something that isn't going to be approved.

I've copied him on this email so that you can send him the information he needs, or you can call him at [513-616-3726](tel:513-616-3726).

If there's anything else I can do to help, please let me know.

-

Ken Rivera, Building Official  
City of Hamilton, Ohio  
Construction Services Division  
(513) 785-7360 Main Office  
(513) 785-7366 Direct  
(513) 785-7359 Fax

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**Edward Wilson** <edward.wilson@hamilton-oh.gov>  
To: Ken Rivera <ken.rivera@hamilton-oh.gov>, nightrider5103@yahoo.com  
Cc: John Creech <john.creech@hamilton-oh.gov>, Heather Hodges <heather.hodges@hamilton-oh.gov>

Tue, May 31, 2016 at 9:29 AM

Thank you for your work and input Ken.

Mr. Arbino, I could only surmise so much from the ADRB deliberation, which I discussed and described to you post-meeting.

1. Summarily, the ADRB preferred the design of the old window compared to the current window.
2. Additionally, there were comments and concerns that the current window was too large.
3. Some sort of design mitigation was needed due to the window's large and arguably monotonous form (such as the dividing the window via poplar board - though recall that the action failed at the meeting).

At the very least, I can include Mr. Rivera's email as an attachment item to the revised report, for the board's review and consideration - with some manner of emphasis toward Mr. Rivera's points.

As always, if you have any further questions, please feel free to contact me.

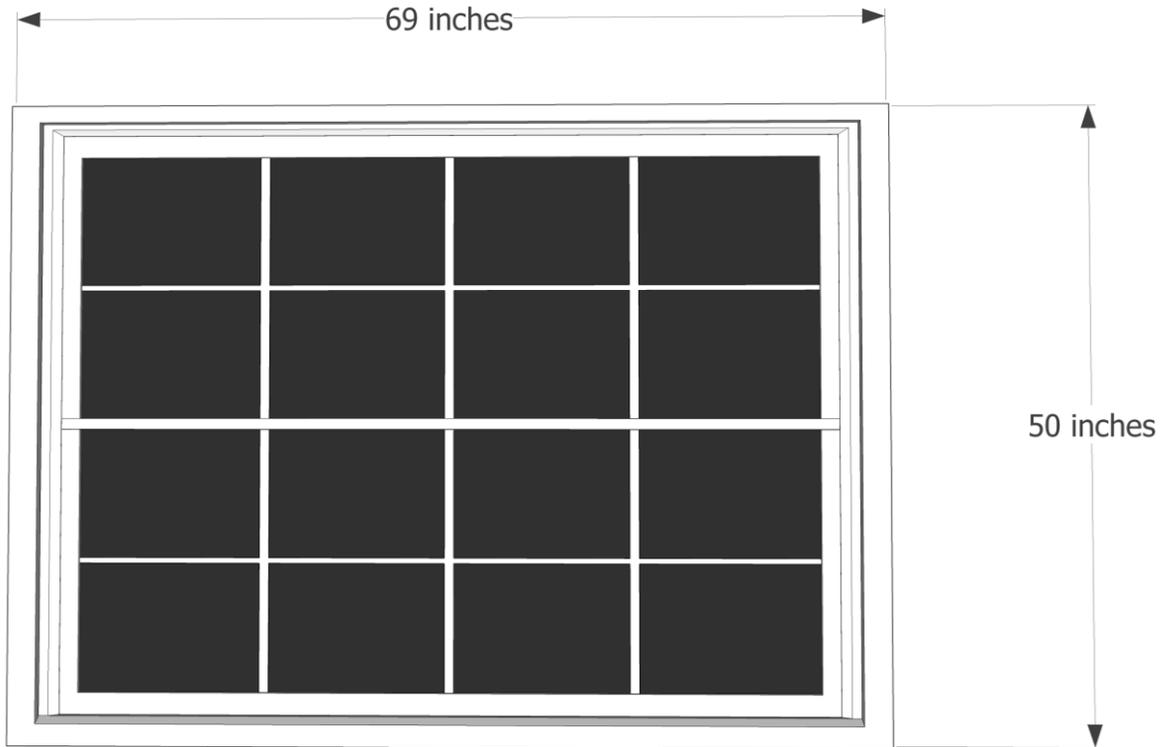
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1/2

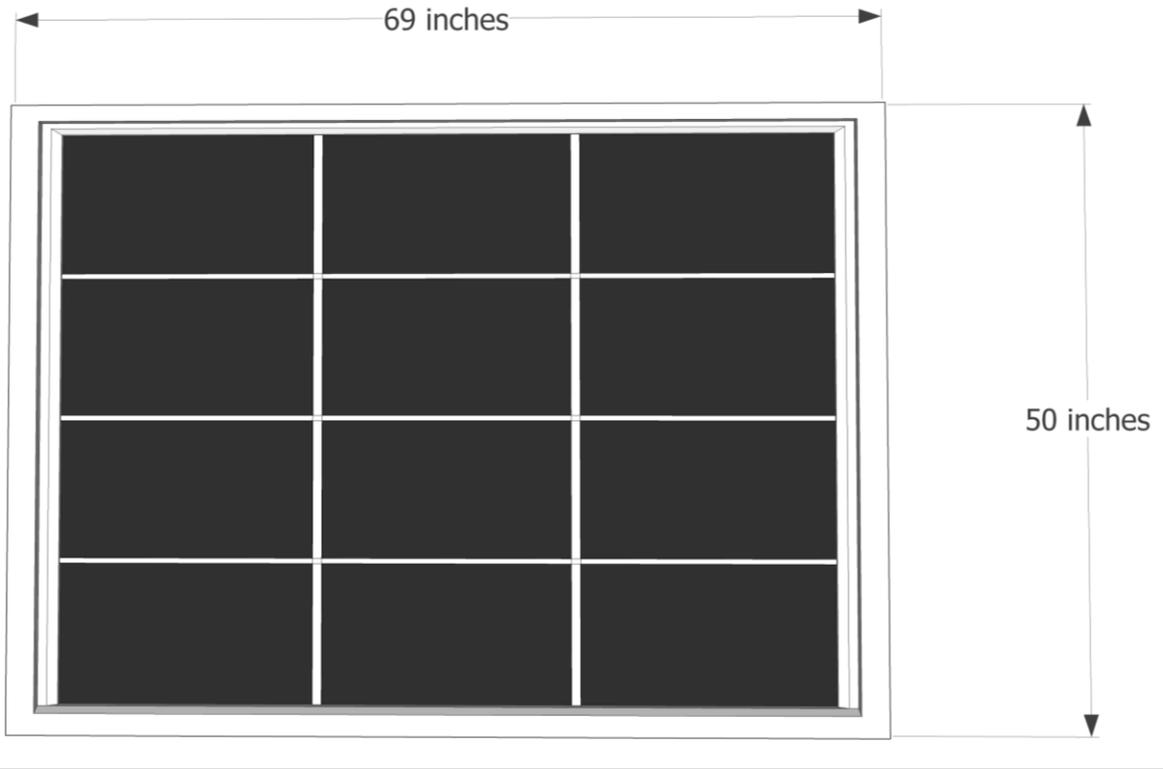


**EXHIBIT D: Window Sample of Proposal Option 2 and 3 – Staff Provided**

***EXHIBIT D1: 4x3 Grid Example***



**EXHIBIT D2: 3x2 Grid Example**



**EXHIBIT E: Samples of Structures as Possible Gable Window Rectification**

<p><b><i>EXHIBIT E1: 309 North Second Street – Hamilton, Ohio (German Village)</i></b></p>	<p><b><i>EXHIBIT E2: 125 South D Street – Hamilton, Ohio (Rossville)</i></b></p>
	
	



**EXHIBIT E3: 644 Dayton Street –  
Hamilton Ohio (Dayton Lane)**



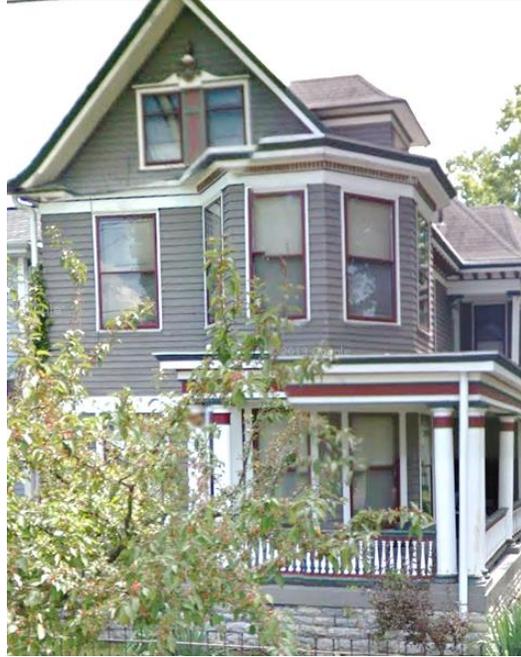
**EXHIBIT E4: 917 Dayton Street –  
Hamilton, Ohio (Dayton Lane)**



**EXHIBIT E5: 842 Campbell Avenue – Hamilton, Ohio (Dayton Lane)**



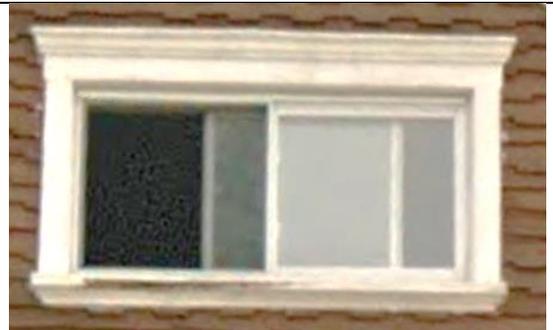
**EXHIBIT E6: 240 North Seventh Street – Hamilton, Ohio (Dayton Lane)**



**EXHIBIT E7: 675 Franklin Street –  
Hamilton, Ohio**



**EXHIBIT E8: 236 North C Street –  
Hamilton, Ohio**



**EXHIBIT E9: 4237 Chambers Street – Cincinnati, Ohio**



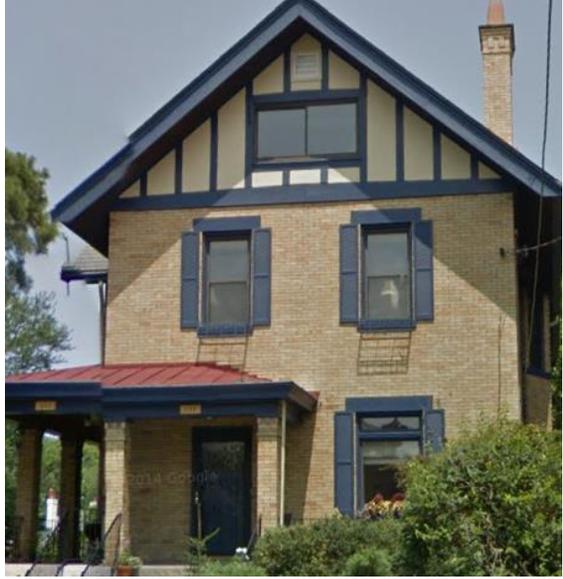
**EXHIBIT E10: 370 Terrace Avenue – Cincinnati, Ohio**



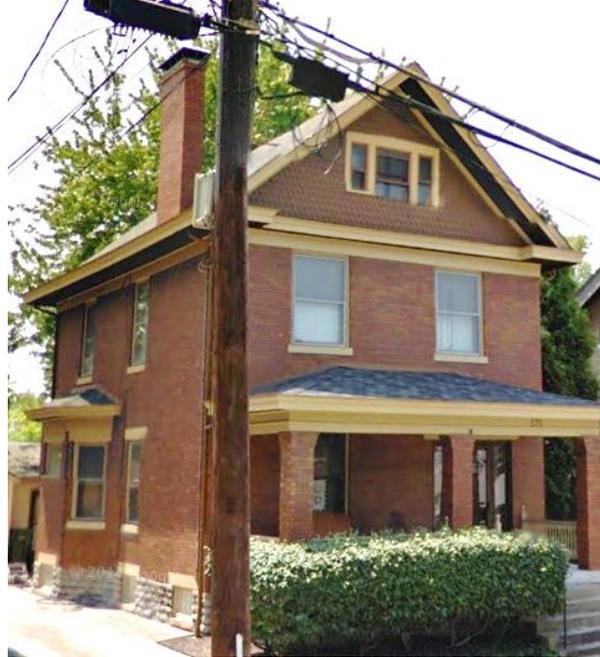
**EXHIBIT E11: Howell Avenue Property  
(500 Block) – Cincinnati, Ohio**



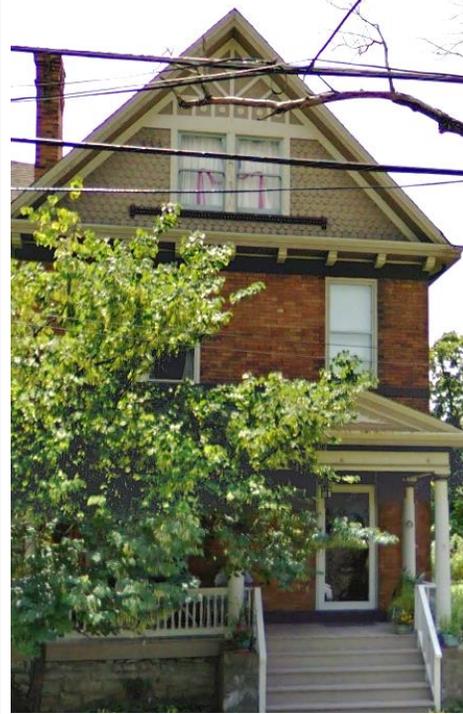
**EXHIBIT E12: 552 Howell Avenue –  
Cincinnati, Ohio**



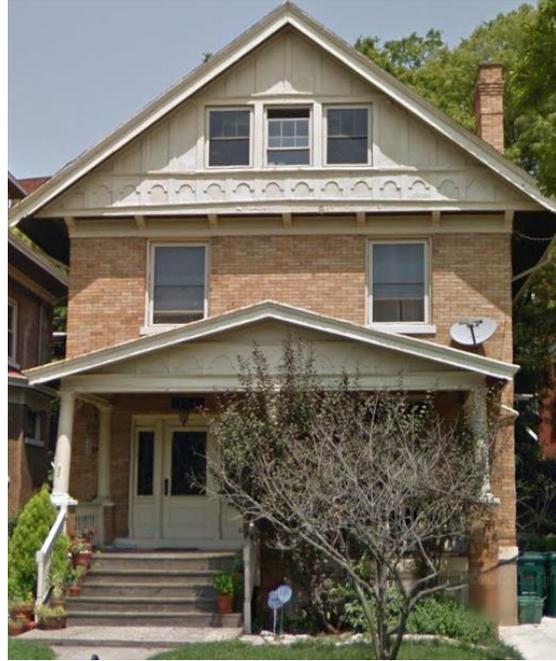
**EXHIBIT E13: 555 Howell Avenue – Cincinnati, Ohio**



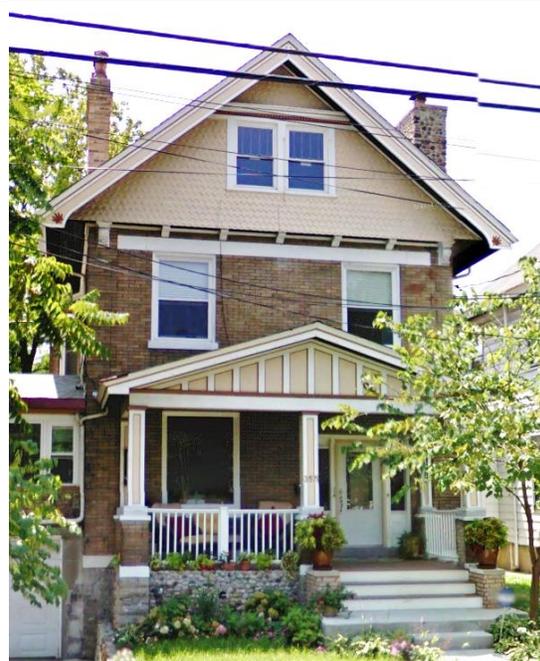
**EXHIBIT E14: Howell Avenue (300 Block) – Cincinnati, Ohio**



**EXHIBIT E15: 356 Howell Avenue – Cincinnati, Ohio**



**EXHIBIT E16: 355 Howell Avenue – Cincinnati, Ohio**



**EXHIBIT E17: East Mitchell Avenue (50 Block) – Cincinnati, Ohio**



**EXHIBIT E18: Corner of 217 East Mitchell Ave – Cincinnati, Ohio**



**EXHIBIT E19: 2214 Highland Avenue – Cincinnati, Ohio**



**EXHIBIT E20: 258 Dorchester Avenue – Cincinnati, Ohio**



**EXHIBIT E21: 254-256 Dorchester Avenue – Cincinnati, Ohio**



**EXHIBIT E22: 2715 Hackberry Street – Cincinnati, Ohio**



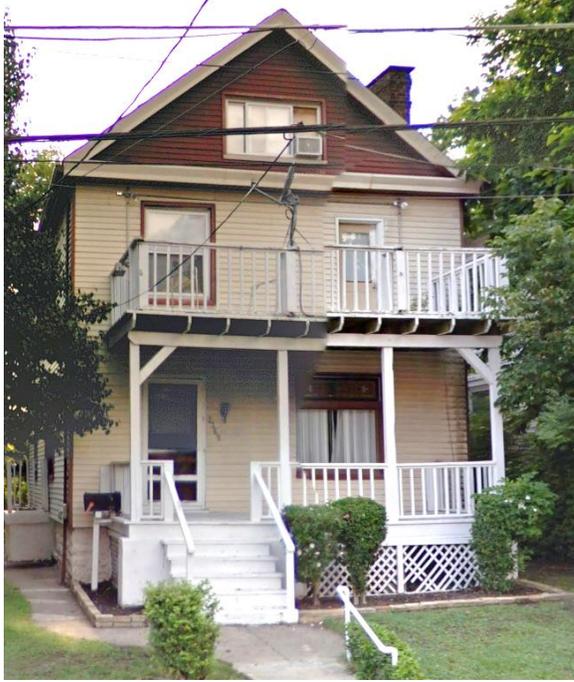
**EXHIBIT E23: 420 Tusculum Avenue – Cincinnati, Ohio**



**EXHIBIT E24: 424 Tusculum Avenue – Cincinnati, Ohio**



**EXHIBIT E25: 2365 Stratford Avenue – Cincinnati, Ohio**



**EXHIBIT E26: 2365 Stratford Avenue – Cincinnati, Ohio**



**EXHIBIT E27: 151 Woolper Avenue – Cincinnati, Ohio**



**EXHIBIT E28: 417 Washington Avenue – Cincinnati, Ohio**



EXHIBIT F: Copy of COA Issued by Hamilton German Village – circa 1977

**Certificate of Appropriateness**  
issued by  
**Hamilton German Village Commission**

On this 19th day of December, 1977, the Hamilton German Village Commission does hereby issue this Certificate of Appropriateness for the property located at: 232 North Second Street Description of changes and/or improvements to structure: the Hamilton German Village Commission has examined plans and approves the following changes and/or improvements to be made to the above referenced structure: To apply aluminum siding to existing wood siding utilizing the same color scheme as now exists.  
All existing details to be left intact and closely followed in the aluminum details.

Above said improvements and/or structural changes do not constitute in themselves waivers from the City of Hamilton building code, zoning code, or other regulations. It is, however, the opinion of this Commission that such proposed changes are in conformance with the character of the Hamilton German Village area and will not be detrimental to the rehabilitation of this area as prescribed by Ordinance No. 7804 of the City Council of the City of Hamilton, Ohio.

Date of Commission Approval

December 19, 1977

  
President, German Village Commission



**EXHIBIT G: Issued Stop Work Order – April 18, 2016**



**Community Development**  
345 High Street, Suite 370  
Hamilton, Ohio 45011

**Certified Mail – First Notice**

April 18, 2016

Marion Arbino  
232 North Second Street  
Hamilton, OH 45011

Dear Marion Arbino,

Re: 232 North Second Street

It has come to our attention that you have recently started or completed some exterior work at your building at 232 North Second Street. The exterior work noted was: Replacement of Gable Window with vinyl/non-original window; Porch Work.

While the City of Hamilton appreciates efforts to improve property; this building is located in the German Village Historic District. It is subject to the regulations as defined in Section 1126.00 of the Hamilton Zoning Ordinance regarding exterior changes, and exterior work must have a Certificate of Appropriateness (COA).

Concerning 232 North Second Street, all exterior work must stop immediately. To resume work:

1. Please contact the City's Community Development Department, Planning Division.
2. Submit a COA Application (a copy is included with this letter).
3. And have the City's Architectural Design Review Board (ADRB) approve the proposed work.

Please complete and submit a COA Application to the Community Development Department, Planning Division by within 14 days of receipt of this letter. Be advised, that failure to submit a COA Application can result in the City seeking legal punitive measures as noted in Section 1126.120 of the Hamilton Zoning Ordinance.

We can provide a detailed overview of this process or you can find additional information, resources, and forms on the City of Hamilton website. (<http://www.hamilton-city.org>).

If we can be of any further assistance to you in the future, or if you have any questions or concerns, please do not hesitate to contact (513) 785-7350.

Sincerely,

*Edward Wilson III*

Ed Wilson  
Preservation Planner, ADRB Secretary  
Community Development Department  
City of Hamilton, Ohio



**EXHIBIT H: COA Application**



**Community Development**  
345 High Street, Suite 370  
Hamilton, Ohio 45011

A161325  
A161326

**Architectural Design Review Board**

Phone: 513-785-7350

Fax: 513-785-7349

Email: hamiltonhistoric@ci.hamilton.oh.us

**APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS**

Exterior changes made to buildings, outbuildings, landscapes, or other exterior features located within one of the City of Hamilton's Historic Areas or properties individually listed by Ordinance shall not be permitted unless and until the Architectural Design Review Board issues a Certificate of Appropriateness for the action. The ADRB will review the plans, monitor the work and administer the Architectural Conservation/Historic District section (Section 1126.00) of the Hamilton City Zoning Ordinance.

**APPLICANTS ARE HIGHLY ENCOURAGED TO APPEAR BEFORE THE BOARD TO SUPPORT THEIR APPLICATION.**  
Please see Page 4 for the Meeting Dates and Application Deadlines.

**A nonrefundable twenty-five dollar (\$25.00) fee for Residential property or fifty dollar (\$50.00) fee for Commercial property is due when a Certificate of Appropriateness application is submitted.**

Property Address: 232 N. 2nd ST.  
 Applicant Name: MARION ARBINO  
 Applicant Mailing Address: 1771 E. HUNTLEY RD. GOSHEN OH 45122  
 Owner/s Name: MARION ARBINO  
 Owner Mailing Address: 1771 E. HUNTLEY RD. GOSHEN OH 45122  
 Daytime Contact Phone: 513 616 3726 Email: \_\_\_\_\_  
 Contractor Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Is this work part of another City of Hamilton function?  
 Health Department     Building Permit     NDD Work     Public Works     Other: \_\_\_\_\_

**DESCRIPTION OF WORK TO BE PERFORMED**

Please specify the exact location on the structure, the nature of the work, the materials to be used, and the existing historic features to be repaired or replaced. Landscape, fence, and out buildings, etc., should include a sketch of the property showing the proposed location. In order to make an appropriate, fair and timely decision the ADRB may request additional detailed information. This may include plans, sketches, photographs, and information about the materials to be used, including brochures, catalog information, and paint chips.

**Please provide as much detail as possible to expedite the review process.**

Work Proposed: (Describe type of work, existing conditions, and methods to be used, materials proposed)  
replace missing gable, refurbish original siding, replace rotted porch wood, replace rotted window. Paint as ordered by City of Hamilton court. Given 3 weeks by court to complete painting.

**Any proposal CAN AND WILL be refused if proper evidence is lacking or deemed insufficient by Staff or the ADRB.**

Applicant Signature: Marion Arbin Date: 4/28/10  
 See Next Page

nightrider 510 3 @ YAHOO.COM  
night rider 5103 @ yahoo.com

Page 1 of 4





**To:** Architectural Design Review Board  
**From:** Ed Wilson, ADRB  
**Subject:** **AGENDA ITEM #1**  
**321 Ross Avenue – Rear Portion, Exterior Work (Roof Work, Box Gutters, Soffit Painted, New Rafter)**  
 Gerry Richter, Applicant  
 Meeting Date: **6/7/2016**  
 Received Application: **5/24/2016**  
**Impacts:** Rossville Historic District

---

Dear Board Members:

**Synopsis**

A Certificate of Appropriateness application has been submitted for 321 Ross Avenue needing Architectural Design Review Board examination and approval.

COA Application includes the following proposal items and **only these items:**

**For the Rear 1-Story Portion of the structure Only**

<b>Proposed Items Needing ADRB COA Approval</b>	<b>Reason</b>
Roof Work	Change of Exterior Appearance Change of Existing Materials
<i>Existing: Multi-Layered, Rolled Asphalt</i>	
Box Gutters / Rebuild of Box Style	Possible Change of Architectural Components Lesser Change of Exterior Appearance Lesser Change of Existing Materials
<i>Existing: Box Style</i>	
Soffit – Painted White Wood	Alteration of Structure (returning to original material)
<i>Existing: Aluminum covering wood</i>	
New Rafter / Increased Roof Pitch	Alteration of Structure Change of Exterior Appearance
<i>Existing: N/A (None)</i>	



The Proposal is also part of, or due to, one of the following City of Hamilton function:

✓ Building Permit (Construction Services)	<i>Staff: Due to proposed Roof Work</i>
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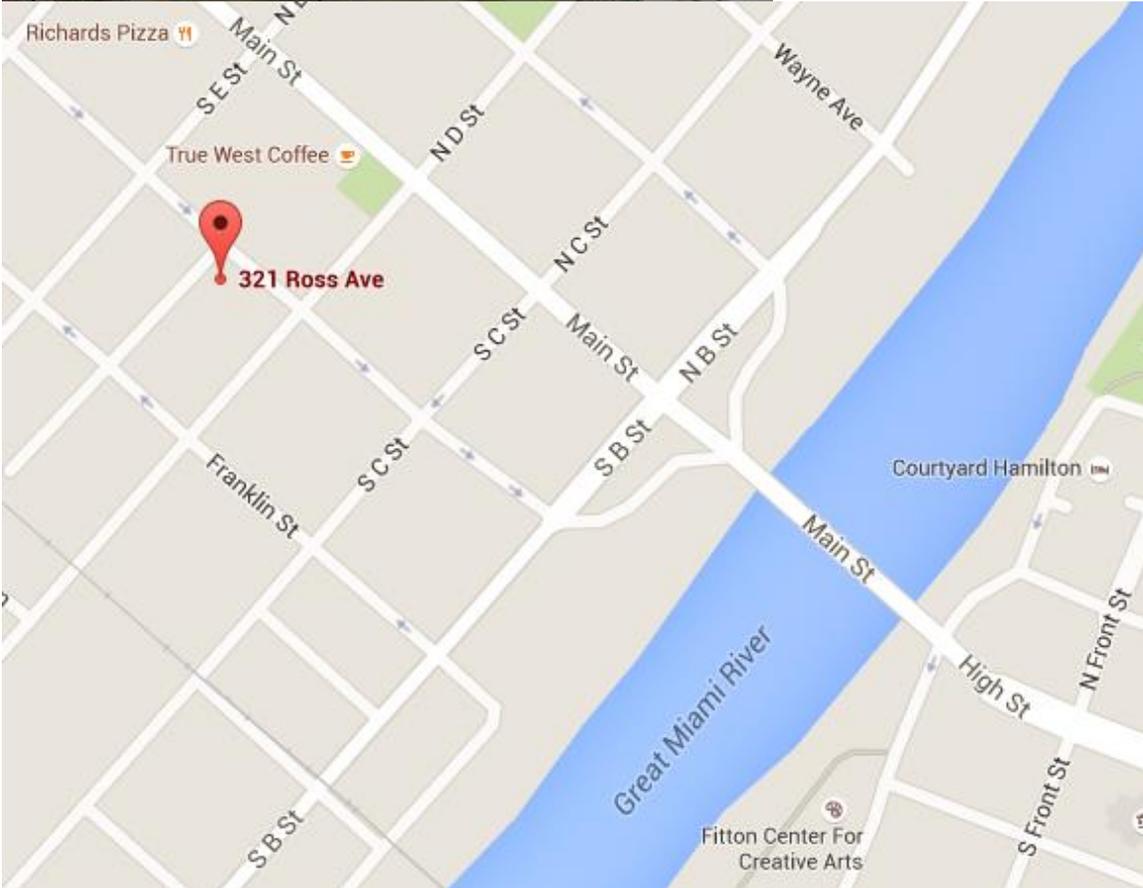
**Introduction:**

The Applicant, Gerry Richter, has submitted a Certificate of Appropriateness Application for the property of 321 Ross Avenue. The proposal involves the following items in need of ADRB review: a new roof, work on the box gutters, and a new rafter for the rear corner additional bedroom of structure. The Applicant proposes this work to address leaking and damage occurring at the location.

The subject property of 321 Ross Avenue is part of the Rossville Historic District and is Zoned “R-4”, Multi-Family Residential Zoning.



**321 Ross Avenue**  
**Roof Work, Box Gutters, New Rafter**



## **Background:**

321 Ross Avenue has been a background item regarding the overall processes and developments pertaining to the general activities of the Architectural Design Review Board.

The first known relevant instance of contact that could be determined originates from Late 2013. The Applicant noted his receipt of City Health Department letters of complaint concerning the gutters, and followed up with a submitted COA Application with a subsequent COA issued in Early 2014.

Sometime afterward, the Applicant contacted Community Development in Spring of 2015, reaching out to both the Construction Services and Planning Divisions. Mr. Richter described tribulations with the structure stemming from the back room roof, and previous owners layering multiple incongruent shingles of roofing. At this point, Mr. Richter revealed his desire to erect a metal roof instead and make the roof more pitched, but noted the portion of changed pitch roof was not so visible from the right-of-way. Mr. Richter also proposed the changes to ease maintenance burdens, claiming that every third or fourth year, the structure required his attention. Staff reminded the Applicant of the need for a COA Application and forwarded the needed materials for Mr. Richter's review.

The next development of the 321 Ross Avenue occurred when the Planning Division office received a COA Application for the property at the end of May 2016. The application included a letter from the Applicant explaining current personal circumstances and supplemental items to further describe the proposed work. Mr. Richter emphasized that portion of the structure in need of work was likely an unoriginal addition, and stressed the need for work due to water related damage.

## **Supplemental Items**

### **Implications for ADRB Policies & Guidelines; and Other Requirements**

The proposal for 321 Ross Avenue broaches subject matters from the ADRB Policies & Guidelines: Roofing and Gutters.

For Gutters, every effort should be made to repair or reconstruct existing original gutters, including box gutters, and retain the existing appearance. For Roofs, the primary focus of the guidelines is towards the subject of slate roofs. However, the policies & guidelines note that Preservation Brief 4 could be considered.



## **State of Ohio Historic Designation**

This property of 321 Ross Avenue is not part of the State of Ohio Historic Inventory.

## **PROPOSAL**

Per the COA Application, Completely Rebuild Roof and Box Gutters for Single Story Back Bedroom, including new rafters, sheathing and metal roofing.

The portion of structure affected is located on the southwestern elevation, facing Hueston Street.

### **Roof**

- Proposed: Ribbed Metal Roofing
- Roof area of the single story back bedroom is approximately 168 square feet, measuring 10 feet x 14 feet. Please see Applicant Diagram #A for the objective area of the project concerning 321 Ross Avenue.
- *Existing: Multi-Layered Roof, including Rolled Asphalt*

### **Gutters**

- Proposed: Rebuild Box Style
- The new gutters include what appears to be a new and slightly more detailed crown molding design. Please see Applicant Diagrams (#B for the existing, and #C for the newer design).
- *Existing: Box Style*

### **Soffit**

- Painted – White Wood
- *Existing: Aluminum covering original wood*

### **Rafter / Pitched Roof**

- Propose Addition of New Rafter Structure
- To increase the Scope of the Current Roof
- Please reference Applicant Diagrams (#A for overall scope and design, and #I for the rafter structure framework).

Further details and diagrams provided by the Applicant have been included as Exhibit Attachment items.



**Attachments:**

1. EXHIBIT A: Images of the Property
2. EXHIBIT B: Applicant Letter to ADRB
3. EXHIBIT C: 321 Ross Ave, Project Description – Applicant Item
  - a. *Diagram A: Depiction of Current Configuration of Bedroom, Roof, Box Gutters*
  - b. *Diagram B: Old Box Gutter Design*
  - c. *Diagram C: New Box Gutter Design*
  - d. *Diagram D: Old Box Gutter End Design*
  - e. *Diagram E: New Box Gutter End Design*
  - f. *Diagram F: Old Box Gutter Corner Design*
  - g. *Diagram G: New Box Gutter Corner Design*
  - h. *Diagram H: New Box Gutter Attachment of Gutter Extensions Support*
  - i. *Diagram I: New Rafter Structure*
  - j. *Diagram J: Miscellaneous Roof Details*
4. EXHIBIT D: COA Application



**EXHIBIT A: Images of the Property**



## **EXHIBIT B: Applicant Letter to ADRB**

Dear Sirs,

Included is a description of the roof project at 321 Ross Avenue, Hamilton, Ohio 41015. Also included is the paperwork and payment to apply for a work permit (Or COA application for the ADRB).

You should be expecting this since I was allowed to get a permit to work on an emergency electrical problem before beginning this project. First I want to apologize for taking as long as it has to get this paperwork submitted. Unfortunately, I was delayed in being able to spend time with this. First of course, I had to arrange to get the electrical work completed. After that however, I had to spend some time in the hospital after having fainted in church.

But now I am ready to pursue the attainment of the necessary permits, COA's, etc, and am ready to begin the actual work on the project as soon as everything is cleared to allow me to start.

I hope the included project description as well as the associated diagrams are sufficient. Of course I am willing to act on any suggestions that you might be making, and I am sure I will have some questions for you as well. I just wanted to let you know that I am eager to finally get this project underway and completed.

Thank You



## EXHIBIT C: 321 Ross Ave, Project Description – Applicant Item

### 321 ROSS AVENUE PROJECT DESCRIPTION – ADDENDUM TO APPLICATION FOR ADRB C.O.A and BUILDING PERMIT

**PROJECT:** Rebuild roof and gutters over single story bedroom structure. Roof square footage is approximately 168 square ft.

**DESCRIPTION:** The lower floor back bedroom has no living space above it on the upper floor (see diagram #A). The bedroom consists of a single floor structure with a very slightly sloped roof immediately above the ceiling joists.

The proposal is to build a rafter structure on top of the current roof to increase the slope slightly (diagram #I). Standard sheathing, tar paper, and metal roofing will be added on top of the rafter structure, and flashing will be installed on the roof edges that meet the outer upper walls.

The current approximate 28 linear feet of box gutter (diagrams #A and #B) attached to the roof's outer edges will be replaced by new box gutters as described below.

#### **PROJECT**

**PURPOSE:** Due to the slight slope of the current roof, it has been very difficult to prevent leakage. Over the years multiple layers of various types of roofing have been applied. The most recent layer is a type of rubber sheathing that is currently rotting and allowing significant leakage. The choice of a metal roof with an increased slope appears the most practical and durable solution.

#### **HISTORY OF**

**STRUCTURE:** I have owned the house for over 40 years. I believe the house itself is over 120 years old. However, the bedroom structure referred to in this document appears to have been added to the house long after the original construction of the house, but prior to my ownership.

This history is mentioned because it indicates that it would be infeasible to attempt to restore the roof to some sort of original condition. Given the history it is not even clear what such a restoration would consist of. My hope is that the choice of a metal roof would be considered as not only a practical solution, but as a solution that would result in an overall attractiveness beyond that of the current configuration.

#### **DIAGRAMS & DESCRIPTIONS**

*See the following attached pages for the following diagrams and descriptions*

**DIAGRAM #A:** Depiction of the current configuration of the bedroom, roof and box gutters referred to in the above documentation.

**DIAGRAM #B:** Old box gutter design

**DIAGRAM #C:** New box gutter design

**DIAGRAM #D:** Old box gutter end design

**DIAGRAM #E:** New box gutter end design

**DIAGRAM #F:** Old box gutter corner design

**DIAGRAM #G:** New box gutter corner design

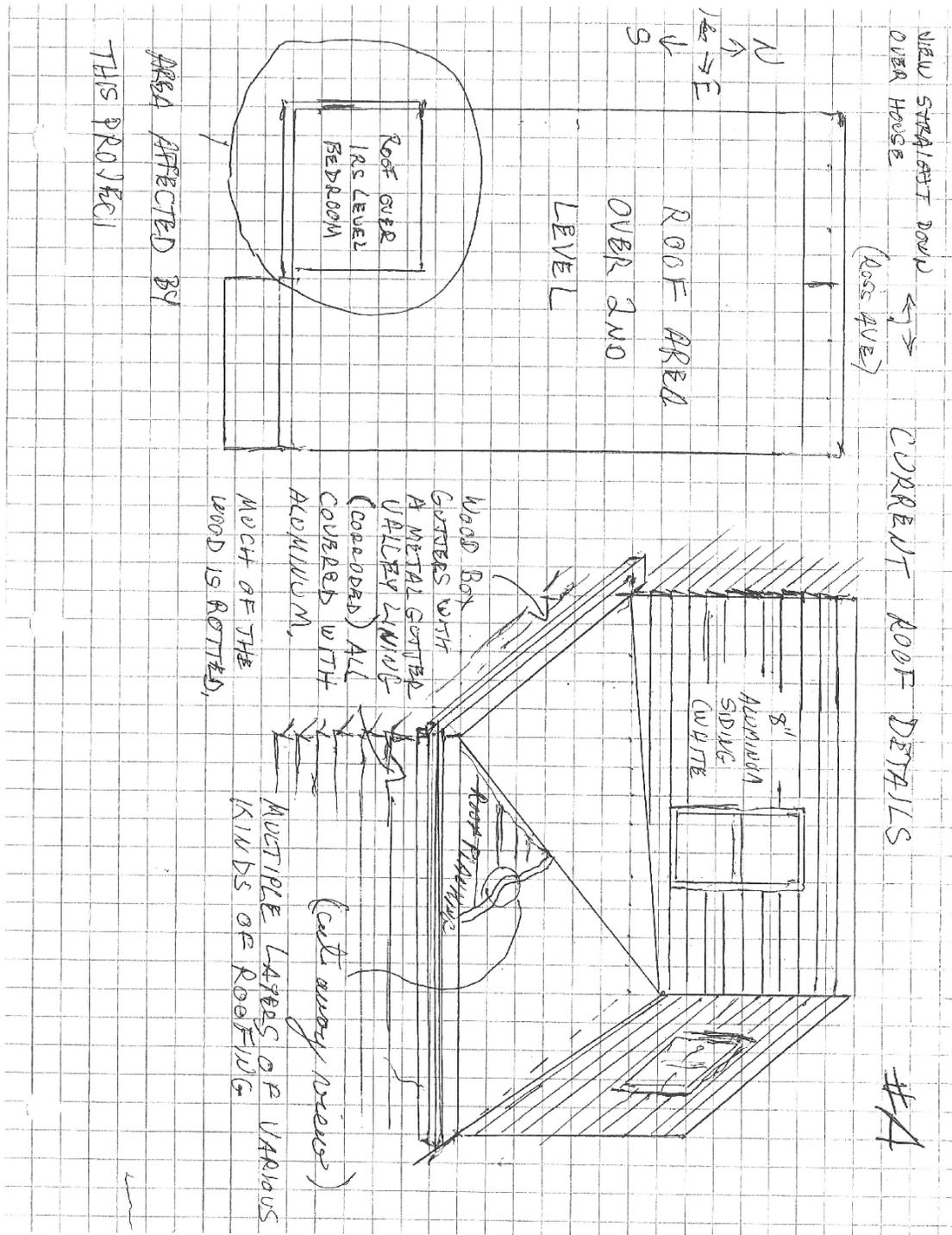
**DIAGRAM #H:** New box gutter attachment of gutter extension supports

**DIAGRAM #I:** New rafter structure

**DIAGRAM #J:** miscellaneous roof details



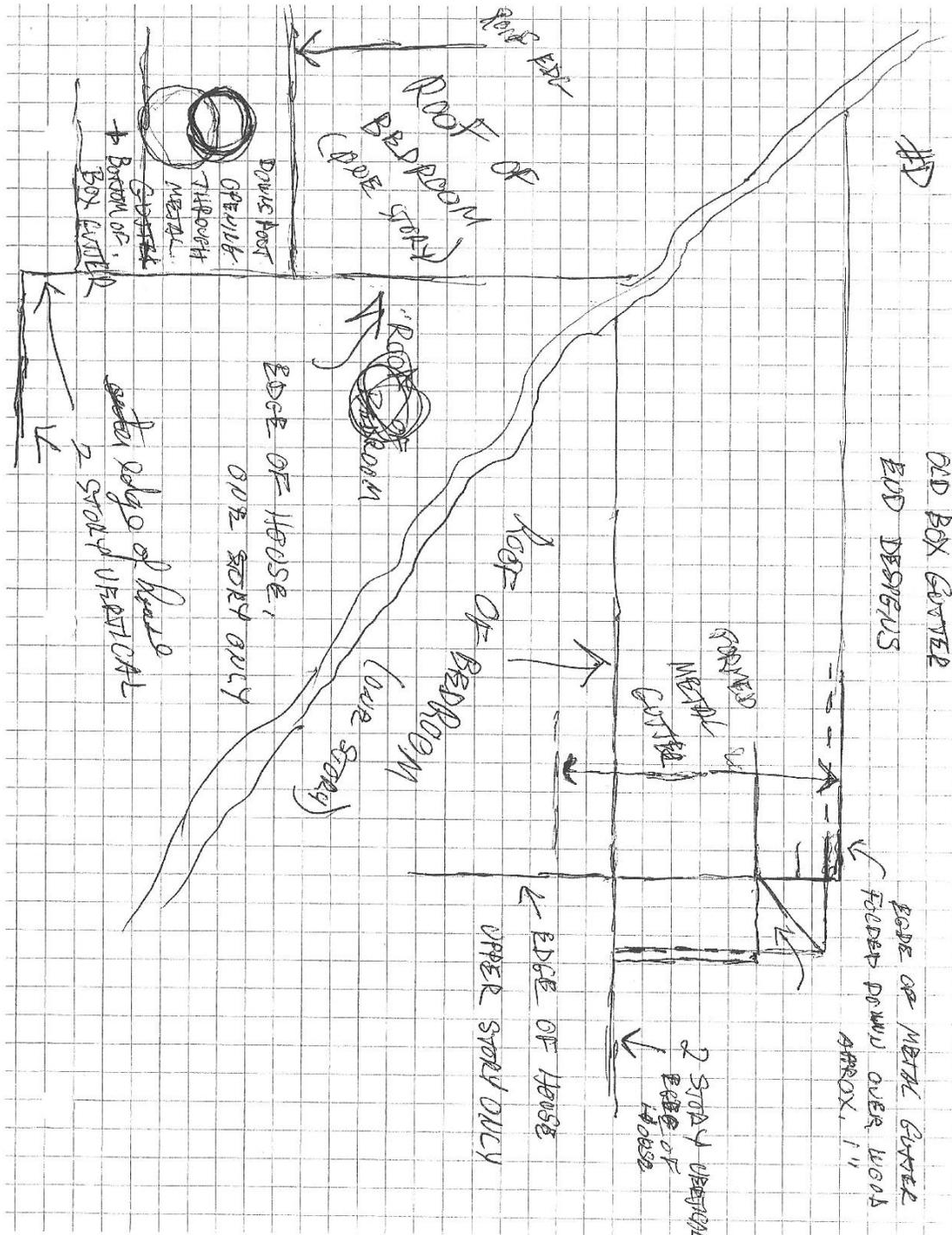
**Diagram A: Depiction of Current Configuration of Bedroom, Roof, Box Gutters**



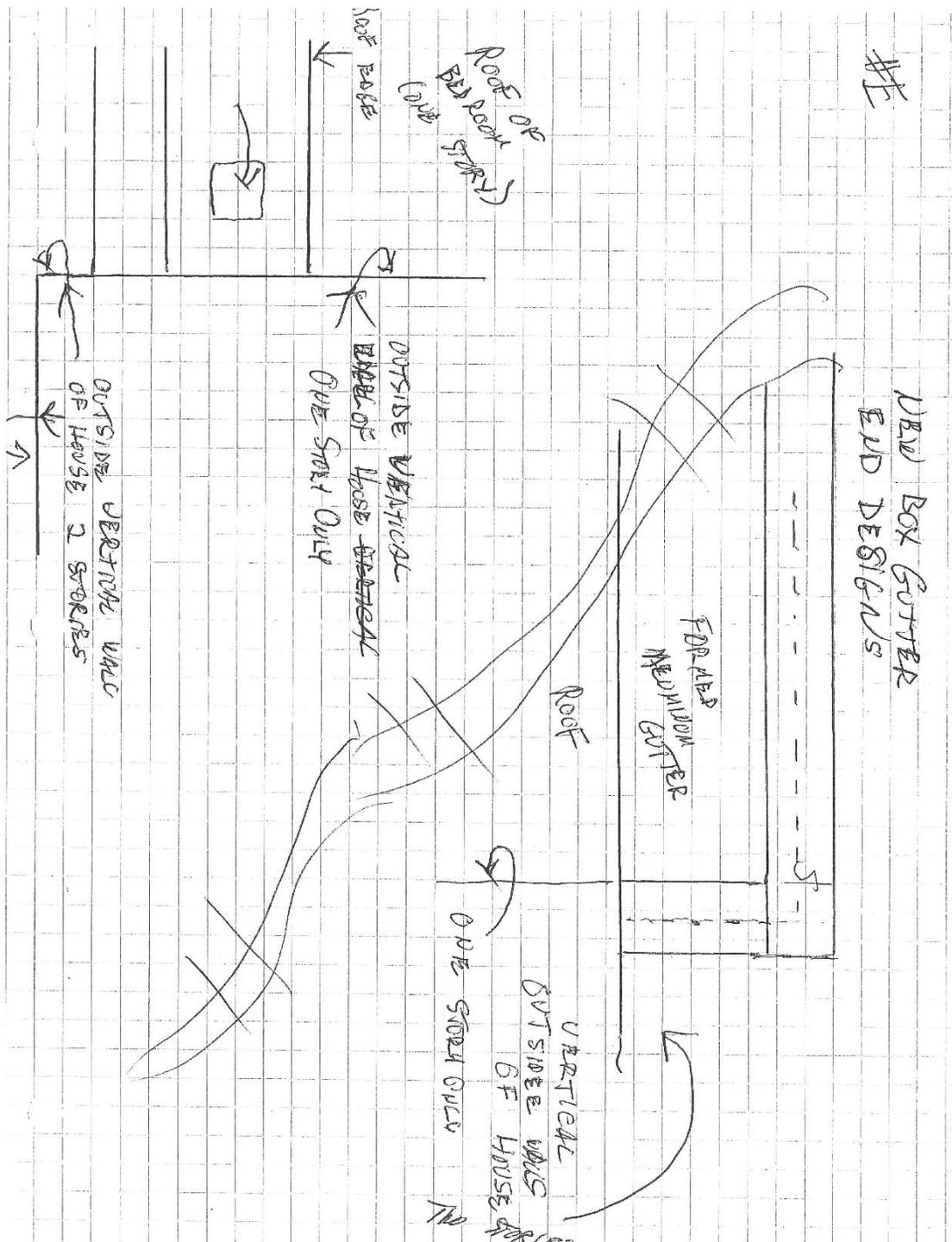




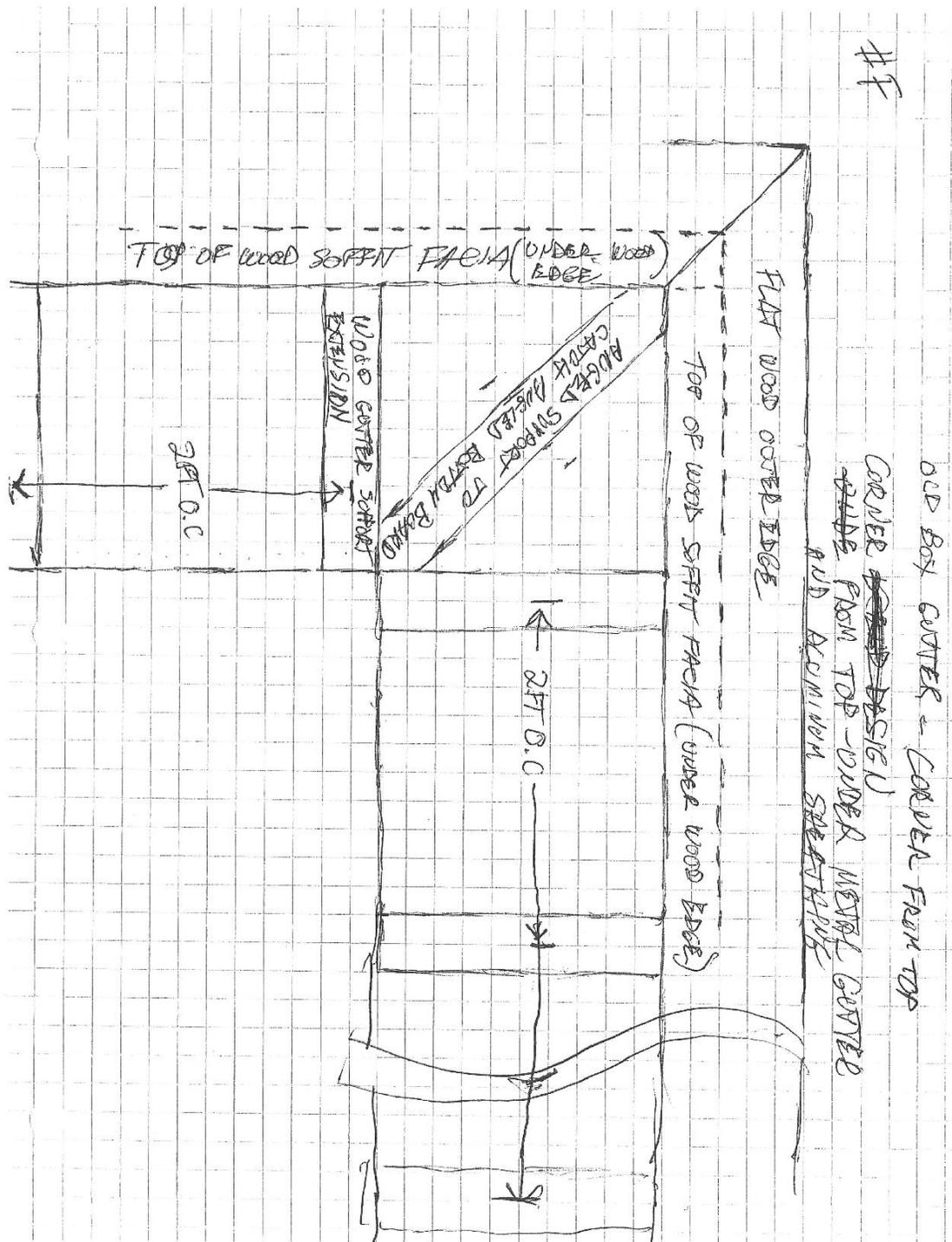
**Diagram D: Old Box Gutter End Design**



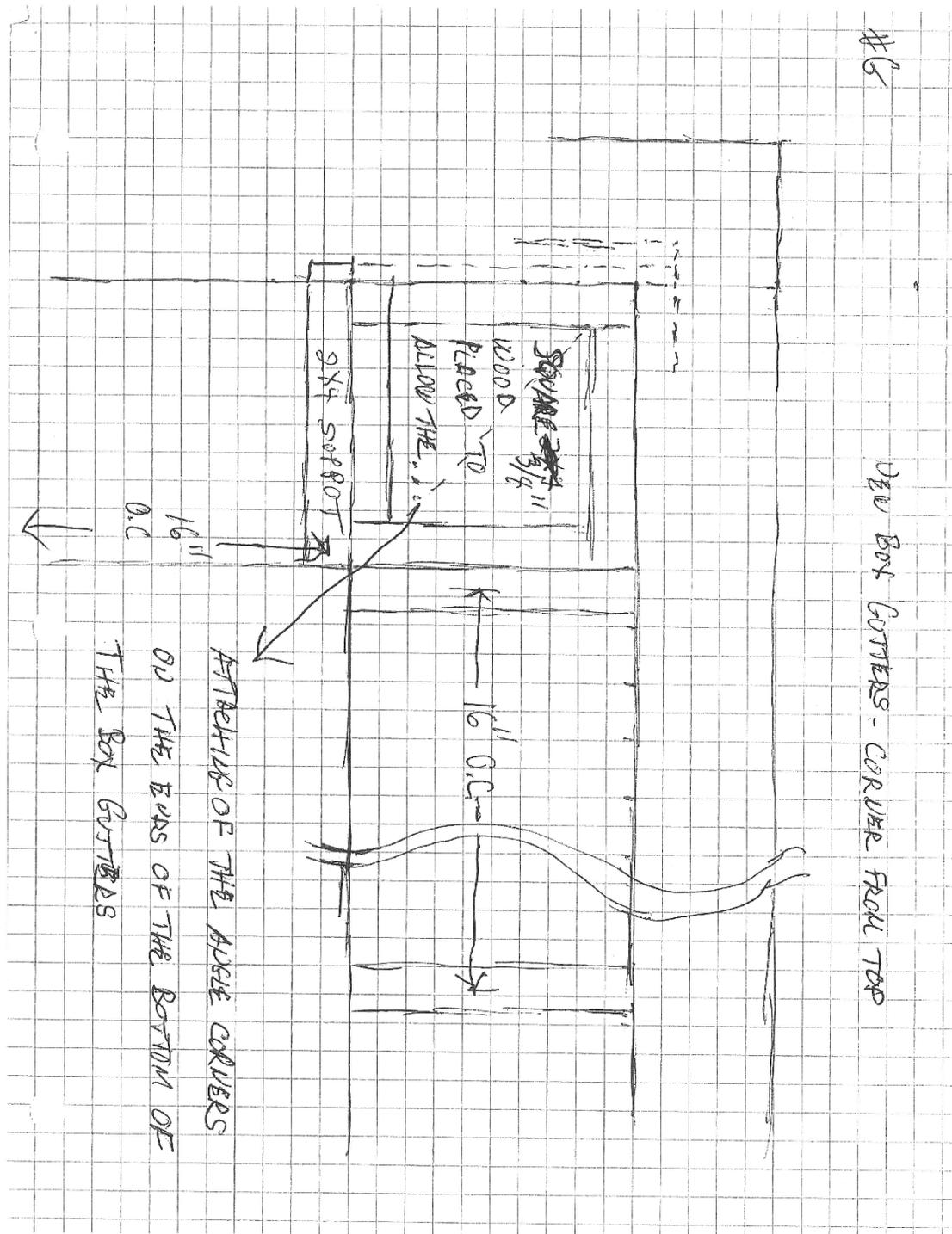
**Diagram E: New Box Gutter End Design**



**Diagram F: Old Box Gutter Corner Design**



**Diagram G: New Box Gutter Corner Design**



**Diagram H: New Box Gutter Attachment of Gutter Extensions Support**

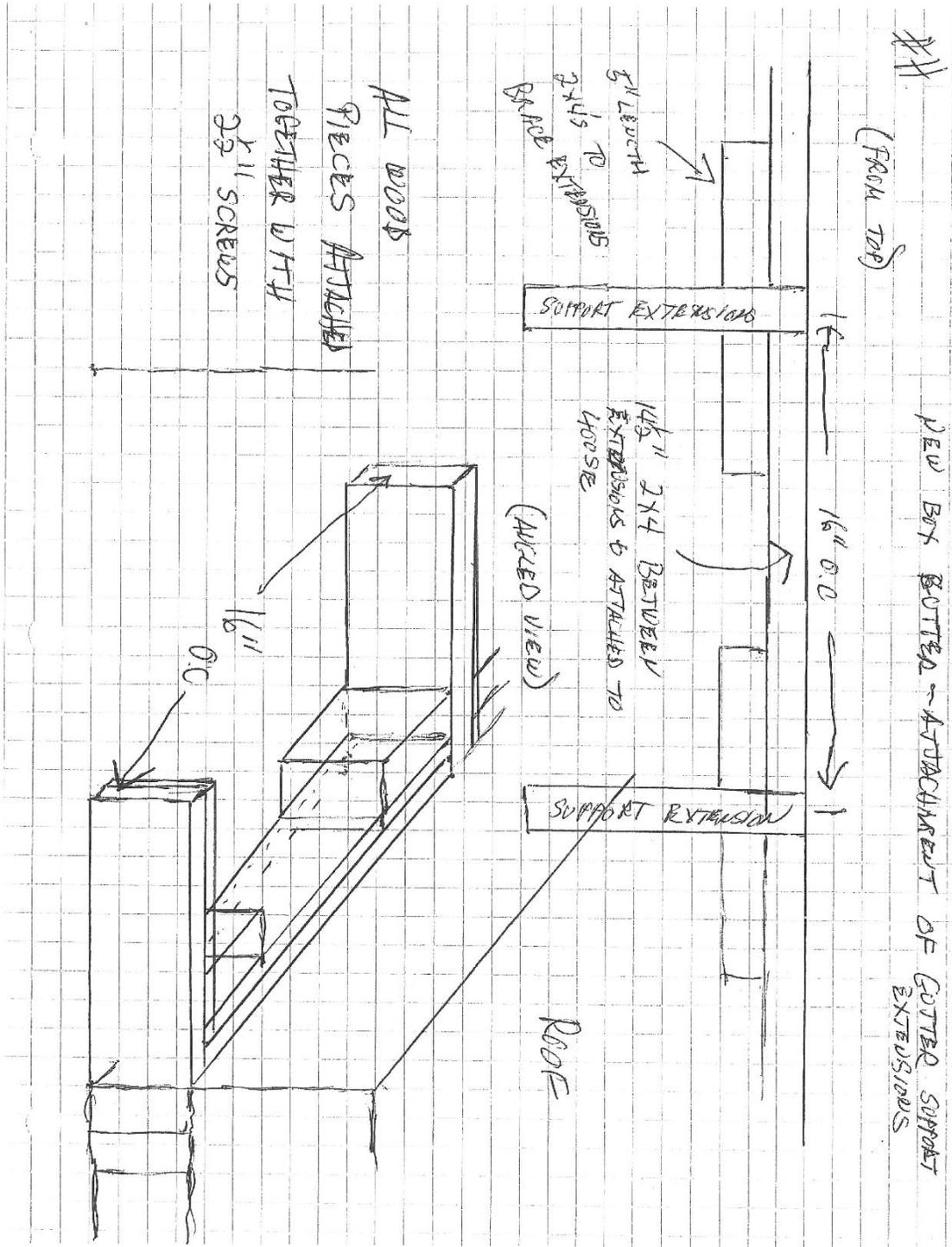
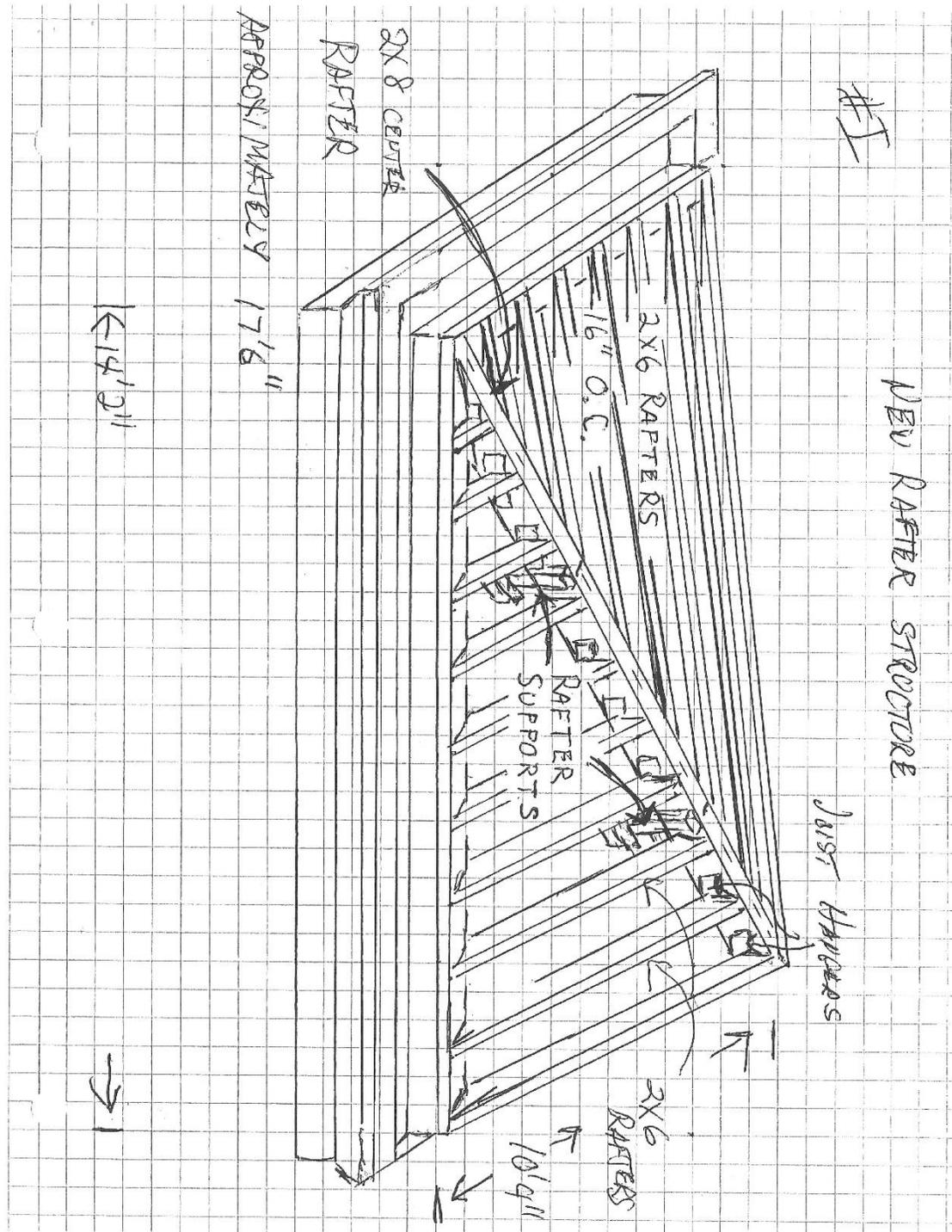
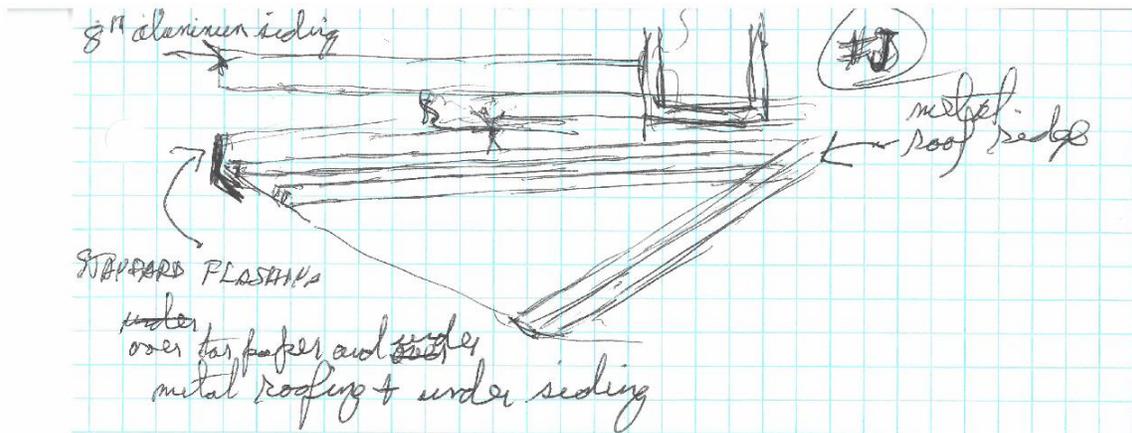


Diagram I: New Rafter Structure



**Diagram J: Miscellaneous Roof Details**

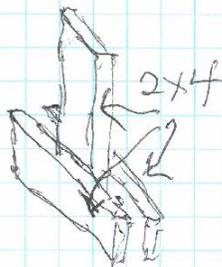


**ROOF EDGE (into GUTTER)**



- ROOFING (TAR) PAPER APPLIED TO THE ENTIRE ROOF PRIOR TO THE PLACEMENT OF THE METAL ROOF SHEETS

**MAIN RAFTER SUPPORTS**



**ROOF SCREWS**

STA SPECIAL SCREWS PROVIDED BY METAL ROOF VENDOR



**EXHIBIT D: COA Application**



**Community Development**  
345 High Street, Suite 370  
Hamilton, Ohio 45011

*Alley 589*

**Architectural Design Review Board**

Phone: 513-785-7350

Fax: 513-785-7349

Email: hamiltonhistoric@ci.hamilton.oh.us

**APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS**

Exterior changes made to buildings, outbuildings, landscapes, or other exterior features located within one of the City of Hamilton's Historic Areas or properties individually listed by Ordinance shall not be permitted unless and until the Architectural Design Review Board issues a Certificate of Appropriateness for the action. The ADRB will review the plans, monitor the work and administer the Architectural Conservation/Historic District section (Section 1126.00) of the Hamilton City Zoning Ordinance.

**APPLICANTS ARE HIGHLY ENCOURAGED TO APPEAR BEFORE THE BOARD TO SUPPORT THEIR APPLICATION.**

Please see Page 4 for the Meeting Dates and Application Deadlines.

**A nonrefundable twenty-five dollar (\$25.00) fee for Residential property or fifty dollar (\$50.00) fee for Commercial property is due when a Certificate of Appropriateness application is submitted.**

Property Address: 321 ROSS AVENUE, HAMILTON, OHIO 45013  
 Applicant Name: GERRY D. RICHTER  
 Applicant Mailing Address: 694 MAPLED DRIVE, TAYLOR HILL, KY 41015  
 Owner/s Name: GERRY D. RICHTER  
 Owner Mailing Address: 694 MAPLED DRIVE, TAYLOR HILL, KY 41015  
 Daytime Contact Phone: 313-455-9403 / 859-801-3510 Email: gerry.richter@ptc.com  
 Contractor Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Is this work part of another City of Hamilton function?  
 Health Department  Building Permit  NDD Work  Public Works  Other: \_\_\_\_\_

**DESCRIPTION OF WORK TO BE PERFORMED**

Please **specify** the exact location on the structure, the nature of the work, the materials to be used, and the existing historic features to be repaired or replaced. Landscape, fence, and out buildings, etc., should include a sketch of the property showing the proposed location. In order to make an appropriate, fair and timely decision the ADRB may request additional detailed information. This may include plans, sketches, photographs, and information about the materials to be used, including brochures, catalog information, and paint chips.

**Please provide as much detail as possible to expedite the review process.**

Work Proposed: (Describe type of work, existing conditions, and methods to be used, materials proposed)

COMPLETELY REBUILD ROOF AND BOV GUTTERS FOR SINGLE STORY BACK BEDROOM INCLUDING NEW RAFTERS, SHEATHING AND METAL ROOFING. PLEASE SEE THE ATTACHED FOR DESIGN DETAILS AND OTHER INFORMATION RELATING TO POSSIBLE HISTORICAL RELEVANCE OF PROJECT.

**Any proposal CAN AND WILL be refused if proper evidence is lacking or deemed insufficient by Staff or the ADRB.**

Applicant Signature: Gerry D. Richter Date: \_\_\_\_\_  
 See Next Page

City of Hamilton  
 Office of Planning & Development  
 Cashier: Consys  
 11/11/2016 8:47 AM  
 \$25.00  
 \$25.00



**CHECK ALL THAT APPLY & FILL IN THE CORRESPONDING INFORMATION**

Paint  Sample Provided N/A  
Appearance of Color: \_\_\_\_\_  
Color Name & Manufacturer: \_\_\_\_\_  
Location (body, window trim, specific trim, accent): \_\_\_\_\_

Siding  Sample Provided  
Existing Siding (style, material, color, location): 8" WHITE ALUMINUM  
Proposed Siding (style, material, color, location): 8" WHITE ALUMINUM ONLY TO REPLACE  
Manufacturer: \_\_\_\_\_ Proposed Size: \_\_\_\_\_

**NOTE: If proposing vinyl or aluminum siding, per ADRB Guidelines, applicant must be provided a copy of Preservation Brief 8, concerning siding. It is HIGHLY recommended that applicant provide pictures and document extensive reasons why vinyl or non-historic siding is being proposed.**

Roof \*Please note, Roofing requires a building permit\*  
Existing Roof (material, style, color): MULTILAYERED INCLUDING ROLLED GREEN ASPHALT  
Proposed Roof (material, style, color): RIBBED METAL  
Manufacturer: \_\_\_\_\_ Location: \_\_\_\_\_

Windows / Door  
Existing Windows/Door (style, material, size, color, location): N/A  
Proposed Windows/Door (style, material, size, color, location): \_\_\_\_\_  
Manufacturer: \_\_\_\_\_ Type (if applicable): \_\_\_\_\_

**NOTE: Per ADRB Guidelines, it is recommended that proposed windows are the same size as the original window opening. Covering of windows is highly discouraged. For vinyl or other non-historic windows, it is recommended to document existing windows, including the condition and reasons why original windows should be replaced.**

Fence  
Existing Fence (type, material, color): N/A  
Proposed Fence (type, material, color, location, course): \_\_\_\_\_

Gutters  
Existing Gutter (material, style, location, color): BOX STYLE  
Proposed Gutter (material, style, location, color): REBUILD OF BOX STYLE  
Manufacturer: N/A

Soffit  
Existing Soffit (style, material, location, color): WHITE ALUMINUM COVERING ORIGINAL WOOD  
Proposed Soffit (style, material, location, color): PAINTED WHITE WOOD AS DESCRIBED IN ATTACHED



Other Work not listed above: ADDITION OF A NEW RAFTER STRUCTURE  
TO INCREASE THE SCOPE OF THE CURRENT ROOF,  
SEE THE ATTACHED FOR DESIGN DETAILS

Demolition

**NOTE: 1126.60 Certificate of Appropriateness – Demolition:** In the event an application for a Certificate of Appropriateness includes demolition of any property in the Architectural Conservation/Historic District the applicant shall be required to submit evidence to the Architectural Design Review Board indicating that at least one of the following conditions prevail:

- That the property proposed for demolition is not inherently consistent with other properties in its area of the Architectural Conservation/Historic District,
- That the property proposed for demolition contains no features of architectural and/or historical significance; or
- That there is no reasonable economic use for the property as it exists or as it might be rehabilitated, that there is no feasible means or prudent alternative to demolition,
- Existing structures listed in section 1126.110 (Central Area Building Inventory) shall be maintained. For buildings listed in that inventory, the cost of rehabilitation must exceed 67% of the replacement cost of the same structure at the time of the proposed demolition based on the **Marshall Swift Construction Cost Index** or a similar industry standard index before a Certificate of Appropriateness for demolition can be issued. No building listed in the Central Area Building Inventory may be demolished without approval by the Architectural Design Review Board regardless of existing building condition. (OR2013-2-22)
- Both the architectural and historical significance of the property, its relation to the street and to the historic district as a whole shall be considered.

Please Explain the selection made above: \_\_\_\_\_  
\_\_\_\_\_  
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**To:** Architectural Design Review Board  
**From:** Heather Hodges, ADRB  
**Subject:** **AGENDA ITEM # 2**  
**116 Main Street – Painting & Signage**  
 Mike Reuter & Cassie Kellum, Applicant  
 Meeting Date: **6/7/2016**  
*Received Application:* **5/26/2016**  
**Impacts:** Rossville Historic District

---

Dear Board Members:

**Synopsis**

A Certificate of Appropriateness application has been submitted for 116 Main Street needing Architectural Design Review Board examination and approval.

COA Application includes the following proposal items and **only these items:**

<b>Proposed Items Needing ADRB COA Approval</b>	<b>Reason</b>
Painting of front façade in Valspar Mark Twain Gray Brick 4005-2C	“Change of Exterior Appearance”
<i>Existing: Lighter gray façade</i>	

<b>Proposed Items Needing ADRB COA Approval</b>	<b>Reason</b>
Signage for IVY Salon	“Change of Exterior Appearance”
<i>Existing: Sandwich board sign</i>	



**116 Main Street**  
**Painting & Signage**



## **Introduction:**

The Applicant, Mike Reuter & Cassie Kellum, have submitted a Certificate of Appropriateness Application for the property of 116 Main Street. The proposal involves painting & new signage for IVY Salon.

The subject property of 116 Main Street is part of the Rossville Historic District and is Zoned “MS-1” Main Street Core District.

## **Background:**

### **Supplemental Items**

### **Implications for ADRB Policies & Guidelines; and Other Requirements**

There are no significant implications for the ADRB Policies & Guidelines concerning this project proposal.

### **State of Ohio Historic Designation**

This property of 116 Main Street is not part of the State of Ohio Historic Inventory.

## **PROPOSAL**

**Painting** of the front façade of the building – Columns, doors, entry way and building face.

- Applicant has proposed using Valspar, National Trust for Historic Preservation, 4005-2C “Mark Twain Gray Brick”
- Sample provided by the Applicant, along with renderings of the changes

**Signage** – Installation of new signage for IVY Salon

- Applicant has proposed a new projecting sign, double-sided panel with bracket
- Sign face measuring 18” by 24” for a total of 3 square feet per side
- Edge of sign painted to match with Sherwin Williams 6990 “Caviar”



**Attachments:**

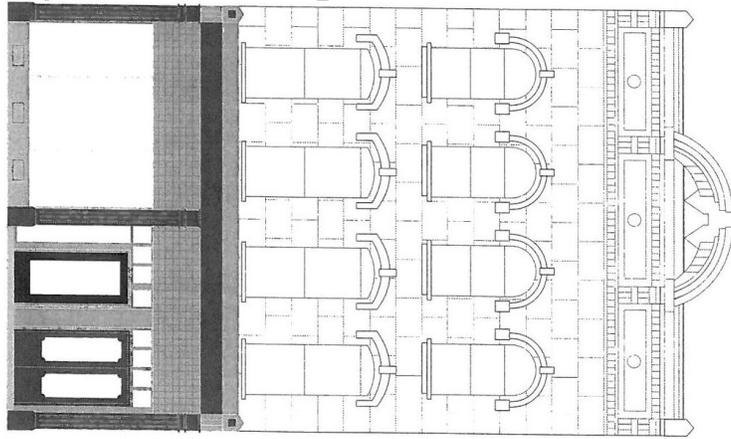
1. EXHIBIT A: Images of the Property
2. EXHIBIT B: Applicant provided renderings of paint & signage
3. EXHIBIT C: Applicant provided sign plans
4. EXHIBIT D: COA Application



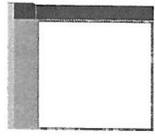
**EXHIBIT A: Images of the Property**



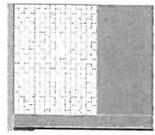
EXISTING PAINT SCHEME



BUILDING FACE

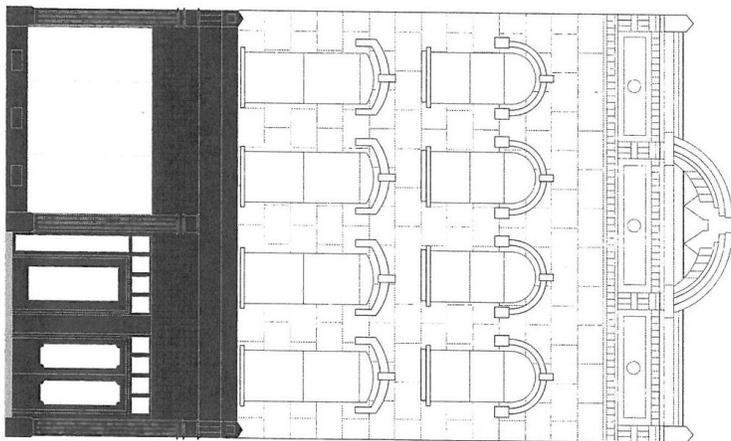


ENTRY WAY LEFT WALL

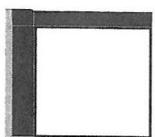


ENTRY WAY RIGHT WALL

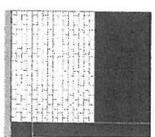
PROPOSED PAINT SCHEME



BUILDING FACE



ENTRY WAY LEFT WALL



ENTRY WAY RIGHT WALL

VASPAR NATIONAL TRUST  
FOR HISTORIC PRESERVATION  
4005-2C MARK TWAIN  
GRAY BRICK

EXHIBIT B: Applicant provided renderings

MICHAEL REUTER  
513.910.9055  
INFO@MICHAELPREUTER.COM





ROPOSED

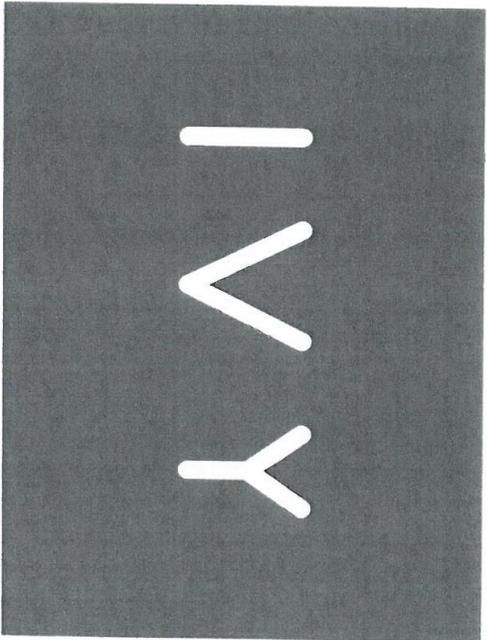


**PROPOSED  
PROJECTING SIGN  
REF. 1138.76  
PANEL AND BRACKET  
FOR IVY SALON LLC**

1138.76 Projecting Signs include all signs, which are mounted on and perpendicular to a building facade.



- A) Zoning: One projecting sign is allowed on permitted non-residential uses in the R-O, B1, B2, B3, BPD, MS-1, MS-2, MS-3, DT-1, DT-2, DT-3, I-1, I-2, and IPD zoning districts where a reasonable alternative for a projecting sign is not practical. Signage that depicts an owner, the name of a business, or a business logo is permitted. Signs for advertising or promotional purposes, except 5 square feet of sign area per linear foot of building facade. Within any UCP-1 or UCP-2 zoning district projecting signs are permitted on building facades that have a public entrance and must maintain a minimum clearance of eight feet above the public right-of-way or private sidewalk area. One projecting sign is allowed per tenant space. Projecting signs may have a maximum area of six square feet and may be illuminated externally, internally or with neon. (OR 2014-1-22)
- B) Setbacks: The inside edge of projecting signs shall be mounted no more than 6 inches from the face of a building. The outside edge shall not project closer than 2 feet of the curb or edge of roadway. Projecting signs must set back at least 5 feet from side property lines. Projecting signs over a right of way shall have a minimum ground clearance of 8 feet and will require joint approval from the Departments of Planning and Public Works.
- C) Illumination: Projecting signs may be illuminated externally, internally, or with neon. Signs utilizing illumination that radiates a glare or light greater than one half foot-candle at the property line on which the sign is located.



Proposed Panel

- 24" x 18" x 1/4"
- Double Sided
- Direct Print
- PVC Panel
- Edge painted to match face
- Painted to match Sherwin Williams 6990 Caviar

**EXHIBIT C: Applicant provided sign plans**



**EXHIBIT D: COA Application**



**Community Development**  
 345 High Street, Suite 370  
 Hamilton, Ohio 45011

*A161644  
 A161645*

**Architectural Design Review Board**

Phone: 513-785-7350

Fax: 513-785-7349

Email: hamiltonhistoric@ci.hamilton.oh.us

**APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS**

Exterior changes made to buildings, outbuildings, landscapes, or other exterior features located within one of the City of Hamilton's Historic Areas or properties individually listed by Ordinance shall not be permitted unless and until the Architectural Design Review Board issues a Certificate of Appropriateness for the action. The ADRB will review the plans, monitor the work and administer the Architectural Conservation/Historic District section (Section 1126.00) of the Hamilton City Zoning Ordinance.

**APPLICANTS ARE HIGHLY ENCOURAGED TO APPEAR BEFORE THE BOARD TO SUPPORT THEIR APPLICATION.**

Please see Page 4 for the Meeting Dates and Application Deadlines.

**A nonrefundable twenty-five dollar (\$25.00) fee for Residential property or fifty dollar (\$50.00) fee for Commercial property is due when a Certificate of Appropriateness application is submitted.**

Property Address: 116 MAIN ST.  
 Applicant Name: MICHAEL REUTER & CASSIE KELLUM  
 Applicant Mailing Address: 401 N. D ST.  
 Owner/s Name: MICHAEL REUTER & CASSIE KELLUM  
 Owner Mailing Address: 401 N. D ST.  
 Daytime Contact Phone: 513-910-9055 Email: INFO@MICHAELPREUTER.COM  
 Contractor Phone: 513-863-2578 Email: SALES@TRIANGLESIGNCOMPANY.COM

Is this work part of another City of Hamilton function?

Health Department  Building Permit  NDD Work  Public Works  Other: \_\_\_\_\_

**DESCRIPTION OF WORK TO BE PERFORMED**

Please **specify** the exact location on the structure, the nature of the work, the materials to be used, and the existing historic features to be repaired or replaced. Landscape, fence, and out buildings, etc., should include a sketch of the property showing the proposed location. In order to make an appropriate, fair and timely decision the ADRB may request additional detailed information. This may include plans, sketches, photographs, and information about the materials to be used, including brochures, catalog information, and paint chips.

**Please provide as much detail as possible to expedite the review process.**

Work Proposed: (Describe type of work, existing conditions, and methods to be used, materials proposed)

INSTALL PROJECTING SIGN (PLEASE SEE ATTACHED SIGN PROPOSAL), SIGN IS DOUBLE SIDED, NO ELECTRIC IS NEEDED, PANEL WILL BE 18"x24" WITH A STEEL BRACK ATTACHING TO BUILDING, PAINT EXTERIOR COLUMNS & BUILDING FACE (ONLY PAINTING WHAT IS CURRENTLY PAINTED).

**Any proposal CAN AND WILL be refused if proper evidence is lacking or deemed insufficient by Staff or the ADRB.**

Applicant Signature: *Michael Reuter* Date: 5-21-16

See Next Page

Page 1 of 4

Date: 5/21/16  
 Arch: 21116  
 Name: 21116  
 Rec'd: 05/18/16  
 04:00  
 5/26/16 11:12 AM  
 \$75.00  
 Hamilton  
 Office  
 Clk  
 CST



**CHECK ALL THAT APPLY & FILL IN THE CORRESPONDING INFORMATION**

Paint  Sample Provided  
Appearance of Color: GRAY  
Color Name & Manufacturer: VALSPAR NATIONAL TRUST HISTORIC PRESERVATION 4005-2C  
Location (body, window trim, specific trim, accent): MARK TWAIN GRAY BRICK.  
COLUMNS, DOORS, FACE, ENTRY WAY

Siding  Sample Provided  
Existing Siding (style, material, color, location): \_\_\_\_\_  
Proposed Siding (style, material, color, location): \_\_\_\_\_  
Manufacturer: \_\_\_\_\_ Proposed Size: \_\_\_\_\_

**NOTE: If proposing vinyl or aluminum siding, per ADRB Guidelines, applicant must be provided a copy of Preservation Brief 8, concerning siding. It is HIGHLY recommended that applicant provide pictures and document extensive reasons why vinyl or non-historic siding is being proposed.**

Roof \*Please note, Roofing requires a building permit\*  
Existing Roof (material, style, color): \_\_\_\_\_  
Proposed Roof (material, style, color): \_\_\_\_\_  
Manufacturer: \_\_\_\_\_ Location: \_\_\_\_\_

Windows / Door  
Existing Windows/Door (style, material, size, color, location): \_\_\_\_\_  
Proposed Windows/Door (style, material, size, color, location): \_\_\_\_\_  
Manufacturer: \_\_\_\_\_ Type (if applicable): \_\_\_\_\_

**NOTE: Per ADRB Guidelines, it is recommended that proposed windows are the same size as the original window opening. Covering of windows is highly discouraged. For vinyl or other non-historic windows, it is recommended to document existing windows, including the condition and reasons why original windows should be replaced.**

Fence  
Existing Fence (type, material, color): \_\_\_\_\_  
Proposed Fence (type, material, color, location, course): \_\_\_\_\_

Gutters  
Existing Gutter (material, style, location, color): \_\_\_\_\_  
Proposed Gutter (material, style, location, color): \_\_\_\_\_  
Manufacturer: \_\_\_\_\_

Soffit  
Existing Soffit (style, material, location, color): \_\_\_\_\_  
Proposed Soffit (style, material, location, color): \_\_\_\_\_

