



Architectural Design Review Board
March 7, 2023 @ 4:00 p.m.
Council Chambers
First Floor, 345 High Street
Hamilton, Ohio 45011

NOTE: Agenda and Reports may be amended as necessary or as required.
Applicants, Please Review Your Proposal for accuracy.

Board Members

Bloch (Torgersen)	Combs (Powell)	Essman (O'Neill)	Jacobs (Wieland)	Moeller (Vaughn)
Vacant	Sandlin (White)	Schneider (Vacant)	Spurlock (Mills)	Weltzer (Ripperger)

I. Roll Call:

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

1. Notary Public – Liz Hayden

III. New Business – Properties Seeking COAs

1. 29 S D St (Rossville)- Window Replacement

Motions:

ADRB move to approve the COA request to replace the three (3) historic wood windows on the primary residence with Anderson 400 windows as proposed after determining it maintains compliance with Section 2600 of the Hamilton Zoning Ordinance and ADRB Policies & Guidelines.

ADRB move to deny the COA request as proposed, as it is not compliant with Section 2600 of the Hamilton Zoning Ordinance and/or ADRB Policies & Guidelines.

IV. Administrative Approvals

1. 29 S D St (Rossville)- Window Replacement- Replacement of non-historic wood windows on the rear addition and replacement vinyl windows with Anderson 400 windows with exterior muntins. The three original wood windows will need ADRB approval before replacement.

V. Approval of Meeting Minutes:

1. February 21, 2023

VI. Adjourn





To: Architectural Design Review Board
From: Dani Baxter
Subject: **New Business - AGENDA ITEM #1**
29 S D St- Window Replacement
Brian Marischen, Applicant
Meeting Date: March 7, 2023
Received Application: February 13, 2023
Impacts: Rossville-Main Historic District

Introduction:

The Applicant, Brian Marischen, has submitted a Certificate of Appropriateness Application for window replacement proposed at 29 S D Street. The proposal involves replacing three (3) historic wood windows with Anderson 400 windows with exterior muntins.

This property is located within the Rossville-Main Historic District and is Zoned TN-3. This property is located on the State of Ohio Historical Inventory and is listed as the John Longfellow Building (BUT102109).

Proposal

- Existing Windows
 - Material- wood, vinyl, aluminum
 - Color- white trim, beige wood and aluminum windows, white vinyl windows, beige storm window inserts
 - Design- interior and exterior muntins
 - Dimensions- varying, replacing all twelve (12) windows on home
- Proposed
 - Material- Anderson 400
 - Color- white trim as approved on June 20, 2022 by ADRB
 - Design- exterior muntins
 - Dimensions- same as existing

Administrative Approval

- An Administrative COA was issued for the remaining nine (9) non-historic and replacement vinyl windows to be replaced with Anderson 400 windows with exterior muntins.

Hamilton Zoning Ordinance

ADRB Policies & Guidelines

This application broaches the topic of windows in the ADRB Policies and Guidelines.

General Window Regulations & Guidelines

A. Critical Parts of Windows that Shall Not Be Altered

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

1. The specific location of each individual window.
2. The specific style of each individual window.
3. The number of panes (lights/grids/sashes) of each individual window. (example: 2x2 grid/pane, 4x4 grid/pane, 9x9 grid/pane)
4. The specific dimensions of each individual window.
5. The specific treatment of the framing for each individual window.
6. The size, width, and placement of window parts, such as but not limited to the sashes, muntins, rail, casing, stile, stool, and apron shall remain unchanged. If these parts are on the exterior of the window, they shall remain on the exterior of the window, (i.e. exterior muntins shall not be moved to the interior of the window pane).
7. The relationship of the above elements and/or related elements for each window in the overall window treatment/design of a structure.

Non-Historic Window Replacement

Applications for new windows that will replace existing replacement windows that are not considered historic, including but not limited to existing vinyl replacement windows, can be approved administratively if the applicant proposes a window from the “List of Approved Replacements for Significantly Damaged or Missing Windows”



and if they match the historic window in location, style, size, dimensions, grids/sashes/panes, and treatment.

Window Work approval by the Architectural Design Review Board

Replacement of Significantly Damaged or Missing Windows

In the event that the window is significantly damaged or missing, the Architectural Design Review Board may be able to approve a Certificate of Appropriateness for window replacement with a broader list of window types, as long as the proposed window meets the General Window Regulations & Guidelines. This is subject to the following clauses:

1. Window is significantly damaged: This means that the window is damaged or rotted 50% or more, or is missing key components.

- o Half of the window is missing
- o Missing window sash and/or frame
- o Damaged/Missing window sill
- o Photo evidence shall be required. A site visit may be requested.

2. Window is missing: the window is missing, leaving only a window opening in the façade or a bricked in place where the window once was.

- o Photo evidence shall be required. A site visit may be requested.

3. If the window exists but is significantly damaged, the applicant shall provide written or verbal testimony from an experienced window repair contractor or consultant to attest to the window being more than 50% damaged. The ADRB may ask for examples of other projects that the window repair contractor or consultant has completed.

4. The ADRB shall make the determination of whether the windows meet the definition of “Significantly Damaged or Missing Windows.”

List of Approved Replacements for Significantly Damaged or Missing Windows- To the extent the design of the original window is known, the window must meet the General Window Regulations & Guidelines

- o Andersen 400 Series Vinyl Exterior / Wood Interior



Additional Window Guidance

A. In the event that some windows on a structure can be repaired and others have been determined by the Architectural Design Review Board to meet the criteria for “Significantly Damaged or Missing Windows,” the ADRB may ask that, where possible, historic windows be moved to primary facades and the new windows be installed on side and rear facades.

B. Considerations for Window Replacements:

When the ADRB is reviewing a Certificate of Appropriateness for window replacement, the following information will be considered to determine the appropriateness of replacing historic windows:

1. That multiple avenues of preserving the historic windows have been pursued, including consulting a historic window preservation specialist or contractor with demonstrable background and experience in preserving historic windows.
2. Difficulty in repairing the existing wood windows or difficulty in obtaining a contractor to repair the existing wood windows.
3. Difficulty in obtaining new wood windows or wood composite windows that match the existing wood windows.
4. The structure or portion of structure is comparatively more modern or newer than other houses and principal structures in the immediate area. This can include new additions of a structure.
5. That the request for window replacement is part of a large scale renovation project in a building that is substantial disrepair and would be in danger of demolition if not for the renovation project.

ADRB requires that the applicants to provide written evidence to support these considerations, including estimates, quotes, and/or recommendations from a professional and/or letters on letterhead with signature of the professional(s) involved in the assessment.

Staff Comments

1. Planning Department staff met with the applicant on site to assess the extent of the damage on the three (3) wood windows that appear to be original. There is one (1) window that appears to be salvageable and two (2) windows that are missing muntins and have Plexiglas installed as replacement for



- broken windowpanes. It is unknown if the mechanics of the window are operational.
2. There is one window that appears to be original with the possibility of being repaired but it does not fit any window openings on the front façade. The window would be eight (8) inches too tall and two (2) inches too narrow for the first floor, front façade window opening.
 3. The exact same Anderson 400 windows were on the list of “Replacement Windows as Like for Like” 6 months ago when the applicant started the project but were removed without his knowledge. He had already ordered the windows without knowing they had been removed from the list.
 4. The applicant used the same Anderson 400 windows on the adjacent properties (23 & 27 S D St) as “Replacement Windows as Like for Like.”
 5. Applicant would like to note, “Within the 400-series are two windows which have the same frame, but which are made from a little different materials. The Tilt-Wash is Vinyl-Clad Wood on the exterior and wood on the interior. The Woodwright is Vinyl-Clad Wood with Fibrex on the exterior, and wood on the interior. The Fibrex (which is an artificial material) is the only difference in the two windows.”

Motion:

The ADRB may approve, modify, or deny the COA request as presented to the Board. Planning Department staff has prepared the following motions for the Board’s consideration:

- ADRB move to approve the COA request to replace the three (3) historic wood windows on the primary residence with Anderson 400 windows as proposed after determining it maintains compliance with Section 2600 of the Hamilton Zoning Ordinance and ADRB Policies & Guidelines.
- ADRB move to deny the COA request as proposed, as it is not compliant with Section 2600 of the Hamilton Zoning Ordinance and/or ADRB Policies & Guidelines.

Attachments:

1. Exhibit A – Location Map
2. Exhibit B – Certificate of Appropriateness Application
3. Exhibit C – Site Photos
4. Exhibit D – Ohio Historic Inventory document



Exhibit A – Location Map



Exhibit B – Certificate of Appropriateness Application



Architectural Design Review Board

Phone: 513-785-7350 Fax: 513-785-7359 Email: hamiltonhistoric@hamilton-oh.gov

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 2600) of the Hamilton City Zoning Ordinance.

A fee will be charged for any Certificate of Appropriateness application that is required to be heard before the ADRB, unless the proposed change is returning to or restoring to previous or original historic materials that can be referenced in past Architectural Design Review Board or other official City of Hamilton/State of Ohio Historic Inventory records. A proposal that is Like for Like (A repair or improvement in relation to a property in which the repair or improvement utilizes the existing materials/colors and replaces them with matching materials) does not require ADRB review and will be approved by the Secretary.

A nonrefundable fifty-dollar (\$50.00) fee for Residential property or one-hundred-dollar (\$100.00) fee for Commercial property is due when a Certificate of Appropriateness application is submitted.

Fee Schedule		
Proposal:	Residential	Commercial
Exterior Change	\$50	\$100
Like for Like Work (no board review)	\$0	\$0
Return to Original Historic Materials	\$0	\$0
Work without COA Fee (First Occurrence)	\$100	\$200
Work W/O COA Fee (Multiple Occurrences)	\$300	\$600

Property Address: 29 South D Street Hamilton 45013 and 35 South D Street Hamilton 45013

Applicant Name: Brian Marischen

Applicant Mailing Address: 25 N. D Street Hamilton 45013

Owner/s Name: Seven Mile Properties

Owner Mailing Address: 25 N. D Street Hamilton 45013

Daytime Contact Phone: 513-608-8394 Email: brian@realtyfirstohio.com

Applicant Signature: Date: 2/13/2023

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

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

Rev. 01/01/2023



CHECK ALL THAT APPLY & FILL IN THE CORRESPONDING INFORMATION

Architectural Style of Structure/House (put N/A if not known): _____

Paint Sample Provided (often required)

Appearance of Color: _____

Color Name & Manufacturer: _____

Location (body, window trim, specific trim, accent): _____

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 *Roofing may require a building permit from the Building Department*

Existing Roof (material, style, color): _____

Proposed Roof (material, style, color): _____

Manufacturer: _____ Location: _____

Windows / Door

Existing Windows/Door (style, material, size, color, location): Some wood, some vinyl. Entire home

Proposed Windows/Door (style, material, size, color, location): _____

Manufacturer: Anderson Type (if applicable): 400

NOTE: Per ADRB Guidelines, it is recommended that proposed windows are the same size and material 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 *Chain-link is discouraged unless certain conditions are met defined by ADRB*

Existing Fence (type, material, color): _____

Proposed Fence (type, material, color, location, course): _____

Gutters *It is advised that all replaced gutters match the look of the existing*

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): _____

Other:

Applications can be submitted electronically to HamiltonHistoric@hamilton-oh.gov



CHECK ALL THAT APPLY & FILL IN THE CORRESPONDING INFORMATION

DESCRIPTION OF WORK TO BE PERFORMED

Please specify the exact location on the structure, the nature of the work, the materials and methods to be used, and the existing historic features to be repaired or replaced not previously mentioned. 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. The more information provided, the better:

Replacement of all the windows. All current windows are not original to the home. There are vinyl windows in some locations. Numerous broken windows throughout the property. Anderson 400 series windows were on the approved list when this project was started and are currently installed on the adjacent properties. We have the windows for both this property and 35 South D Street. It took four months for us to receive these custom windows.

Demolition

NOTE: 2600 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 two of the following conditions prevail:

- A. That the property proposed for demolition is not inherently consistent with other properties in its area of the Architectural Conservation/Historic District. For example, it may have been built at a time outside of the period of significance of the historic district.
- B. That the property proposed for demolition contains no features of architectural and/or historical significance.
- C. 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,
- D. Existing structures listed in Section 2603.1(Central Area Building Inventory) shall be maintained. No demolition proposal will be accepted:
 - 1. Without evidence showing significant financial infeasibility of preserving, rehabilitating, restoring or reconstructing the structure. An example might be providing a pro forma that documents how the costs of rehabilitation could not be recuperated reasonably through the reuse of the building.
 - 2. Without a detailed plan of demolition and potential reuse of the property.
 - 3. Without a detailed plan of preserving any remaining exterior architectural features and/or historical features of the structure and site.
- E. The demolition of the property would contribute to a significant economic development purpose or proposal that furthers the City of Hamilton's comprehensive plan, Plan Hamilton. That the demolition would have a strategic economic impact to the historic district or neighborhood as a whole beyond the individual property.

Please attach supporting information as a separate document as necessary

Applications can be submitted electronically to HamiltonHistoric@hamilton-oh.gov



Exhibit C – Site Photos



Front Façade Windows









Right Façade Windows











Rear Façade Windows





Left Façade Windows







Exhibit D - Ohio Historic Inventory document

CODED

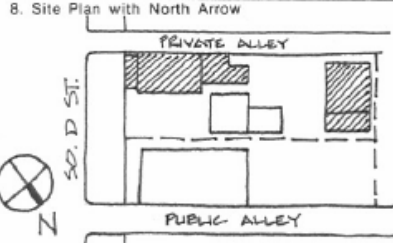
Ohio Historic Preservation Office

1985 Velma Avenue
Columbus, Ohio 43211
614/466-1500



OHIO HISTORICAL SOCIETY
SINCE 1885

OHIO HISTORIC INVENTORY

1. No. <u>BUT-1021-9</u>		4. Present Name(s) <u>John Longfellow Building #2</u>		1. No. <u>1021-9</u>	
2. County <u>Butler</u>		5. Other Name(s)			2. County <u>Butler</u>
3. Location of Negatives <u>Ann Antenen-Restoration, Inc.</u>					
6. Specific Location <u>29 South D Street 1st Ward SS Pt. Lot 4070 Parcel 56</u>		16. Thematic Category		3. U.T.M. Reference <u>60 60</u> <u>16 7092 11 13641 11</u>	
7. City or Town If Rural, Township & Vicinity <u>Hamilton</u>		17. Date(s) or Period <u>1880-1946</u>			10. Zone Easting <input type="checkbox"/> Northing <input type="checkbox"/> Site <input type="checkbox"/> Structure <input type="checkbox"/> Building <input checked="" type="checkbox"/> Object <input type="checkbox"/>
8. Site Plan with North Arrow 		18. Style or Design			
9. U.T.M. Reference		19. Architect or Engineer		15. Name of Established District <u>Rossville Historic District</u>	
10. Zone		20. Contractor or Builder <u>John Longfellow</u>			25. Open to Public? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
11. On National Register?		21. Original Use, if apparent <u>Residence</u>			
12. Is It Eligible?		22. Present Use <u>Residence - Vacant</u>		27. Other Surveys in Which Included <u>NATIONAL REGISTER</u>	
13. Part of Estab. Hist. Dist.?		23. Ownership Public <input type="checkbox"/> Private <input checked="" type="checkbox"/>			38. Preservation Underway? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
14. District Potent'l?		24. Owner's Name & Address, if known <u>Jean E. Wolf 500 Oakwood Hamilton, OH 45013</u>			
15. Name of Established District		25. Open to Public?		40. Visible from Public Road? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
16. Further Description of Important Features (Continue on reverse if necessary) <u>2-story, frame building with lap siding & rubble stone foundation. Gable roof with asphalt shingles and 1 chimney. Box gutters & simple trim. Concrete porch across front with mansard roof with asphalt shingles. Rough 4 x 4 columns & siding covered railings. Scars show original columns were turned & ornamental. Windows have existing shutter pins & are 6/6 on 1st floor & verticle 3/1 on 2nd floor. Flush birch door at front. Glazed door at rear with stone</u>		26. Local Contact Person or Organization			41. Distance from and Frontage on Road <u>16.5' & 16.15' Frontage</u>
17. History and Significance <u>See Enclosed Sheet</u>		27. Other Surveys in Which Included			
18. Description of Environment and Outbuildings <u>Located in a residential neighborhood of 19th & 20th century structures. Two car frame garage with attached carport at the rear of property. (Garage & carport are shared with building at 27 South D Street.)</u>		28. No. of Stories <u>2</u>		47. Organization <u>Ann Antenen-Restoration</u>	
19. Sources of Information <u>See Enclosed Sheet</u>		29. Basement? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			48. Date <u>9/21/84</u>
20. Sources of Information		30. Foundation Material <u>Stone</u>			
21. Sources of Information		31. Wall Construction <u>Frame</u>			
22. Sources of Information		32. Roof Type & Material <u>Asphalt Shingle</u>			
23. Sources of Information		33. No. of Bays Front <u>2</u> Side <u>3</u>			
24. Sources of Information		34. Wall Treatment <u>Lap Siding</u>			
25. Sources of Information		35. Plan Shape <u>Rectangular</u>			
26. Sources of Information		36. Changes (Explain in #42) Addition <input type="checkbox"/> Altered <input checked="" type="checkbox"/> Moved <input type="checkbox"/>			
27. Sources of Information		37. Condition Interior <u>Fair</u> Exterior <u>Fair</u>			
28. Sources of Information		38. Preservation Underway?			
29. Sources of Information		39. Endangered?			
30. Sources of Information		40. Visible from Public Road?			
31. Sources of Information		41. Distance from and Frontage on Road			
32. Sources of Information		46. Prepared by			
33. Sources of Information		47. Organization			
34. Sources of Information		48. Date			
35. Sources of Information		49. Revision Date(s)			



50. House Type No.

Code No. Name

51. Historic Outbuildings and Dependencies

Barn Type(s)

Code No. Type

Corn Crib or Shed Smoke House, Privy
Silo Spring House Carriage House
Summer Kitchen or Ice House

Other _____

52. Archaeological Site on Property?

Yes
No

Basis for Information

Owner Collection
Above Ground Earthworks or Mound
Cultural Materials Noted OAI No. _____

53. Farmstead Plan



54. Photo

Roll No. _____ Picture No(s). _____

42. (Cont'd)

step. One-room, single story frame addition at rear of building. Smaller frame addition to rear of first addition. All windows in both additions are aluminum. Building has been condemned due to non-functioning plumbing in existing 1st floor bathroom.



Continuation Sheet: Specify Section & Item (use additional Continuation Sheets if necessary)

The Ohio Historic Preservation Office files contain additional information for this property. Information may include: newspaper clippings, church bulletins, maps or additional text.

