



Architectural Design Review Board  
August 1, 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

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

I. Roll Call:

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

1. Notary Public – Liz Hayden

III. Conflict of Interest

Prior to consideration of the following agenda items, each member should examine the agenda to determine whether he or she has any conflict of interest with any agenda item. If so, please note the agenda item for which you intend to abstain or recuse yourself as an exception to the upcoming motion. You may not discuss or vote on any item you have a conflict of interest with or act in any way to influence the deliberation or vote.

Motion: I move that a note be made upon the minutes that each member of the ADRB was furnished a copy of the agenda prior to its being considered at this meeting, and that, with the exception of the items so noted, no member has identified any conflict of interest regarding any agenda item.

IV. New Business – Properties Seeking COAs

1. 690 Marcia Ave (Ohio Historic Inventory)- Garage Door Replacement

Motions:

- ADRB move to approve the COA request to install the steel garage door 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.

2. 137 Hueston St (Rossville-Main)- New Front Porch Railing

Motions:

- ADRB move to approve the COA request to install a new brick front porch railing and columns 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.

3. 222 Main St (Rossville-Main & OHI)- Awning Installation

Motions:

- ADRB move to approve the COA request to install a new awning 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.



#### 4. 316 S B St (Rossville-Main)- Porch Removal and Vinyl Siding Replacement

##### Motions:

- ADRB move to approve the COA request to remove the side porch and roof structure as well as install vinyl siding 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.

#### V. Administrative Approvals

1. 232 N 2<sup>nd</sup> St- Like-for-Like repaint and touch up of front façade with white paint.
2. 912 Campbell Ave- Like-for-Like replacement of existing shingles with Certainteed Landmark Pro shingles of similar color (black) on the primary structure and garage.
3. 222 Main St- Paint window trim and diamond accents Tricorn Black (SW6258) and minor accents (door and window recesses) Rookwood Antique Gold (SW2814) (as shown in diagram submitted). Body to stay Garden Gate (SW6167). Proposed awning requires ADRB approval.
4. 336 Ross Ave- Like-for-Like replacement of vinyl storm door. Replacement to be the same color, size, half-light design, and material as previous storm door that was damaged in storm.

#### I. Miscellaneous

- Planning Department staff are working on updating the Roofing section of the Policies & Guidelines based on Board feedback from the July 18, 2023 hearing.



VI. Approval of Meeting Minutes:

1. July 18, 2023

VII. Adjourn





**To:** Architectural Design Review Board  
**From:** Dani Baxter  
**Subject:** New Business - AGENDA ITEM #1  
690 Marcia Ave – Garage Door Replacement  
Mallory Greenham, Applicant  
Meeting Date: August 1, 2023  
Received Application: July 6, 2023  
**Impacts:** Ohio Historic Inventory

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**Introduction:**

The Applicant, Mallory Greenham, has submitted a Certificate of Appropriateness Application for a garage door replacement as proposed at 690 Marcia Ave. The proposal involves removal of the deteriorated, inoperable wood garage door and replacing it with an insulated steel garage door.

This property is Zoned R-1 and is located on the State of Ohio Historical Inventory as the Edwin B. Pierce Residence (BUT082409).

**Proposal**

- Existing
  - Material- wood, glass panes
  - Color- dark green
  - Design- electric, panel design with seven glass panes across second row from top
  - Dimensions- 2 car garage door
  
- Proposed
  - Material- insulated, 3-layer steel door, glass panes
  - Color- Sandstone
  - Design- ProDoor MFG Co, Legacy Collection, classic raised long panels, with stockbridge glass window design on top row.
  - Dimensions- 2 car garage door

## **Hamilton Zoning Ordinance**

### **ADRB Policies & Guidelines**

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

Requests for Certificates of Appropriateness involving new construction/replacement of garage doors will be treated by the Board as follows:

- A. Originally, garage doors were similar to those seen customarily on barns and carriage houses: double doors that were side-hinged or that slid horizontally. In the case of a two-car garage consider using two single doors since they help to retain a sense of human scale and present a less blank look to the street.
- B. Replacement garage doors will replicate, as close as possible, the time period appropriate garage doors in design and material in reference to the onsite primary structure.
- C. New/replacement garage doors that cannot replicate existing doors will have a multi-paneled design.

### **Staff Comments:**

- The current wood garage door is deteriorated and cracked due to water damage and poses a safety concern.
- The existing garage door is not insulated and is mechanically inoperable.
- Applicant proposes the stockbridge window inserts as they best mirror the historic steel casement windows on the primary structure.
- Applicant is proposing the sandstone color to match the stucco around the bottom of the primary structure and complement the surrounding brick.

### **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 install the steel garage door 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 – Rendering & Material Specs
5. Exhibit E – Ohio Historic Inventory Sheet



**Exhibit A – Location Map**





## Exhibit B – Certificate of Appropriateness Application



Planning Department  
345 High Street, 3rd floor  
Hamilton, Ohio 45011

### Architectural Design Review Board

Phone: 513-785-7350

Fax: 513-785-7359

Email: [hamiltonhistoric@hamilton-oh.gov](mailto: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: 690 Marcia Avenue

Applicant Name: Mallory Greenham

Applicant Mailing Address: 690 Marcia Avenue, Hamilton Ohio 45013

Owner/s Name: Mallory Greenham

Owner Mailing Address: 690 Marcia Avenue, Hamilton Ohio 45013

Daytime Contact Phone: 740-525-5813 Email: [greenham.m@gmail.com](mailto:greenham.m@gmail.com)

Applicant Signature: Mallory Greenham Date: July 5, 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): Art Deco

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): \_\_\_\_\_

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 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:

Garage door replacement on the side of our home facing Highland Avenue.  
Current - wood &

Applications can be submitted electronically to [HamiltonHistoric@hamilton-oh.gov](mailto: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:

The garage door that is currently on our home has deteriorated greatly and in need of a full replacement. It is not water tight, not insulated, and cracked on the bottom, allowing chipmunks and other fun wildlife to come inside. It is also direct access to our basement, and is a safety concern. The garage door opener does not work, as well as the garage chain that keeps the door open. We are unsure of the age of the door, but it does not appear to be original, as there are some modern pieces to it that would make me think it was installed in the 80's-90's.

We are proposing a full replacement with an insulated 3-layer decorative steel garage door. The brand is ProDoor MFG Co, from their "Legacy Collection." We are looking at the "long panel" option, with the 'stockbridge' glass insert/window frame. Although the current windows of the garage are not decorative, we felt like the stockbridge insert best mirrored our historic steel casement windows on our home. We are proposing the color 'sandstone' as we feel it best color matches the toasted almond stucco color on the bottom of our home, and compliments the brick. It will be professionally installed by local company, B&A Garagedoor Services.

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](mailto:HamiltonHistoric@hamilton-oh.gov)



**Exhibit C – Site Photos**





Jul 18, 2023 9:47:40 AM  
690 Marcia Avenue  
Hamilton  
Butler County  
Ohio



Jul 18, 2023 9:47:54 AM  
690 Marcia Avenue  
Hamilton  
Butler County  
Ohio



**Exhibit D – Rendering & Material Specs**



## REVIEW DOORS



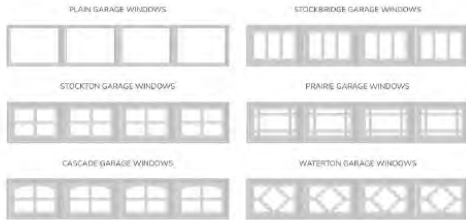
**COLLECTION:** Legacy  
**SERIES:** Long Raised Panel Door  
**INSULATION:** 4211: Insulated Vinyl Back I 24 Ga Steel  
**COLOR:** Sand  
**WINDOWS:** Stockbridge  
**HARDWARE:** None




PREVIOUS



## options



**Exhibit E - Ohio Historic Inventory Sheet**

OHIO HISTORIC INVENTORY		CODED		Ohio Historic Preservation Office Ohio Historical Center Columbus, Ohio 43211	
1. No. <u>BUT-824-9</u>		4. Present Name(s)		1. No. <u>BUT-824-9</u>	
2. County <u>Butler</u>		5. Other Name(s)			
3. Location of Negatives <u>Hamilton Planning Dept.</u>		<u>Edwin B. Pierce Residence</u>		2. County <u>Butler</u>	
6. Specific Location <u>690 Marcia Ave.</u>		16. Thematic Category <u>Social</u>		28. No. of Stories <u>2</u>	
7. City or Town <u>Hamilton</u>		17. Date(s) or Period <u>c1936</u>		29. Basement? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
8. Site Plan with North Arrow 		18. Style or Design <u>Art Deco</u>		30. Foundation Material <u>Concrete</u>	
9. Coordinates Lat. _____ Long. _____ U.T.M. Reference <u>45</u> <u>28</u> <u>11U</u> <u>70816</u> <u>43165</u> <u>649</u>		19. Architect or Engineer <u>Cincinnati Architect*</u>		31. Wall Construction <u>Brick</u>	
10. Zone Easting Northing Site <input type="checkbox"/> Structure <input type="checkbox"/> Building <input checked="" type="checkbox"/> Object <input type="checkbox"/>		20. Contractor or Builder		32. Roof Type & Material <u>Hip/composition</u>	
11. On National Register? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		21. Original Use, if apparent <u>Residence</u>		33. No. of Bays Front <u>3</u> Side <u>2</u>	
12. Is it Eligible? Yes <input type="checkbox"/> No <input type="checkbox"/>		22. Present Use <u>Residence</u>		34. Wall Treatment <u>Common bond</u>	
13. Part of Estab. Hist. Dist.? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		23. Ownership Public <input type="checkbox"/> Private <input checked="" type="checkbox"/>		35. Plan Shape <u>Rectangle</u>	
14. District Potent'? Yes <input type="checkbox"/> No <input type="checkbox"/>		24. Owner's Name & Address, if known		36. Changes (Explain in #42) Addition <input type="checkbox"/> Altered <input type="checkbox"/> Moved <input type="checkbox"/>	
15. Name of Established District		25. Open to Public? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		37. Condition Interior _____ Exterior <u>excellent</u>	
16. Name of Established District		26. Local Contact Person or Organization <u>Hamilton Planning Dept.</u>		38. Preservation Underway? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
17. Name of Established District		27. Other Surveys in Which Included		39. Endangered? By What? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
18. Name of Established District		28. Name of Established District		40. Visible from Public Road? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
19. Name of Established District		29. Name of Established District		41. Distance from and Frontage on Road <u>30'</u>	
20. Name of Established District		20. Name of Established District		5. Other Name(s) <u>Edwin B. Pierce Residence</u>	
21. Name of Established District		21. Name of Established District		42. Further Description of Important Features A chevron design in concrete flanks the second story windows above the entrance. The hip roof is set back and gives the appearance of a flat roof from close up. The fenestration is composed of steel casement windows with brick window surrounds. A brick belt course is located above the first and second story windows. The frontispiece of the entrance is concrete, of a vaguely classical design.	
22. Name of Established District		22. Name of Established District		43. History and Significance This house is significant as a unusual example of Art Deco architecture in Hamilton. This was built for Edwin B. Pierce, a lawyer with Williams, Sohngen, Fitton, and Pierce.	
23. Name of Established District		23. Name of Established District		44. Description of Environment and Outbuildings This house is located in a neighborhood of similar age and scale buildings. The design is extremely unusual and unlike any of its neighbors.	
24. Name of Established District		24. Name of Established District		45. Sources of Information *Mrs. Edwin Pierce-Builder and owner P.O. Williams Hamilton Directory, 1938-39	
25. Name of Established District		25. Name of Established District		46. Prepared by <u>E. Tuttle</u>	
26. Name of Established District		26. Name of Established District		47. Organization <u>Miami Purchase Ass'n</u>	
27. Name of Established District		27. Name of Established District		48. Date of Revision Original <u>1 04</u>	





51. Condition of Property

- Excellent  
 Good/Fair  
 Deteriorated
- Ruin  
 Destroyed/Burned  
 Date \_\_\_\_\_

52. Historic Outbuildings and Dependencies

Barn Type(s)

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- Corn Crib or Shed  
 Summer Kitchen  
 Silo  
 Designed landscape features
- Smoke House  
 Spring House  
 Ice House
- Privy  
 Garage

53. Affiliated OAI Site Number(s) \_\_\_\_\_ one \_\_\_\_\_ multiple

Archaeological Feature:	Observed	Expected on Basis of Archival Research
Well	_____	_____
Privy	_____	_____
Cistern	_____	_____
Foundation	_____	_____
Structural Rubble	_____	_____
Formal Trash Dump	_____	_____
Other _____	_____	_____

54. Farmstead Plan

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42. (Cont'd)

43. (Cont'd)





**To:** Architectural Design Review Board  
**From:** Dani Baxter  
**Subject:** New Business - AGENDA ITEM #2  
137 Hueston St – New Front Porch Railing  
Jane Jacobs, Applicant  
Meeting Date: August 1, 2023  
Received Application: July 3, 2023  
**Impacts:** Rossville-Main Historic District

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### **Introduction:**

The Applicant, Jane Jacobs, has submitted a Certificate of Appropriateness Application for a new brick front porch railing as proposed at 137 Hueston St. The proposal involves removal of the non-original, wooden front porch railing and columns and installation of a new brick railing and columns.

This property is located within the Rossville-Main Historic District and is Zoned TN-1. This property is not located on the State of Ohio Historical Inventory.

### **Proposal**

- Existing
  - Material- wood
  - Color- white
  - Design- spindle railing and columns
- Proposed
  - Material- brick
  - Color- red
  - Design- brick railing and columns, bricks on railing will be spaced apart to allow some transparency
  - Dimensions- same as existing

### **Hamilton Zoning Ordinance**

#### **ADRB Policies & Guidelines**

This application broaches the topic of Decks, Patios, and Porches in the ADRB Policies and Guidelines.

## Decks, Patios & Porches

Porches often emphasize the design expression of the house and serve as the primary feature of the front façade and preserved as original features whenever possible. The addition of porches and decks onto a historic structure or structure located within a Historic District should consider the following elements: roof, steps, columns, balustrading and railings, and architectural details.

Note: Although the term "porch" is broadly discussed in this guide, the recommendations also apply to related structures, such as porticoes, verandahs and decks.

### Guidelines for Decks, Patios & Porches

- A. Replace missing posts and railings when necessary to match the design of the existing porch elements and materials whenever possible.
- B. Match the original proportions and spacing of balusters when replacing missing ones.
- C. Unless used historically, wrought iron, especially the "licorice stick" style that emerged in the 1950s and 1960s, is inappropriate.
- D. Original materials and surfaces, like ceilings, eaves, and columns should not be covered or obscured.
- E. On contributing buildings, for which no evidence of the historic porch exists, a new porch may be considered that is similar in character to those found on comparable buildings.
- F. For the construction of new porches matching original materials is the first choice. Yet if detailed correctly and painted appropriately, new materials such as fiberglass columns and composite decking may be acceptable alternatives.
- G. The height of the railing and the spacing of balusters should appear similar to those used historically.
- H. Whenever construction, modification or alteration is being considered the design of the porch should incorporate elements that complement the architectural style of the existing structure.

### Staff Comments:

- Brad Spurlock researched the front porch on the property for Planning Department staff. Mr. Spurlock found that the front porch was not original to the structure, which was built in 1942. The porch may have been added around the mid-1950s and was installed with a cement porch, black wrought iron railings and columns, and an aluminum roof.
- Mr. Spurlock indicated that the proposed brick porch railings are appropriate to this architectural style as it was built in a period when Minimal Traditional/American Small House homes, such as this one, were transitioning from Bungalow style homes, where brick porches were very common.



- The installation of the brick railing and columns will not expand the footprint of the porch.
- The existing roof will remain.
- Planning Department staff went on site July 17, 2023 for site photos and the front porch railing was already removed and the brick work was being completed.

**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:

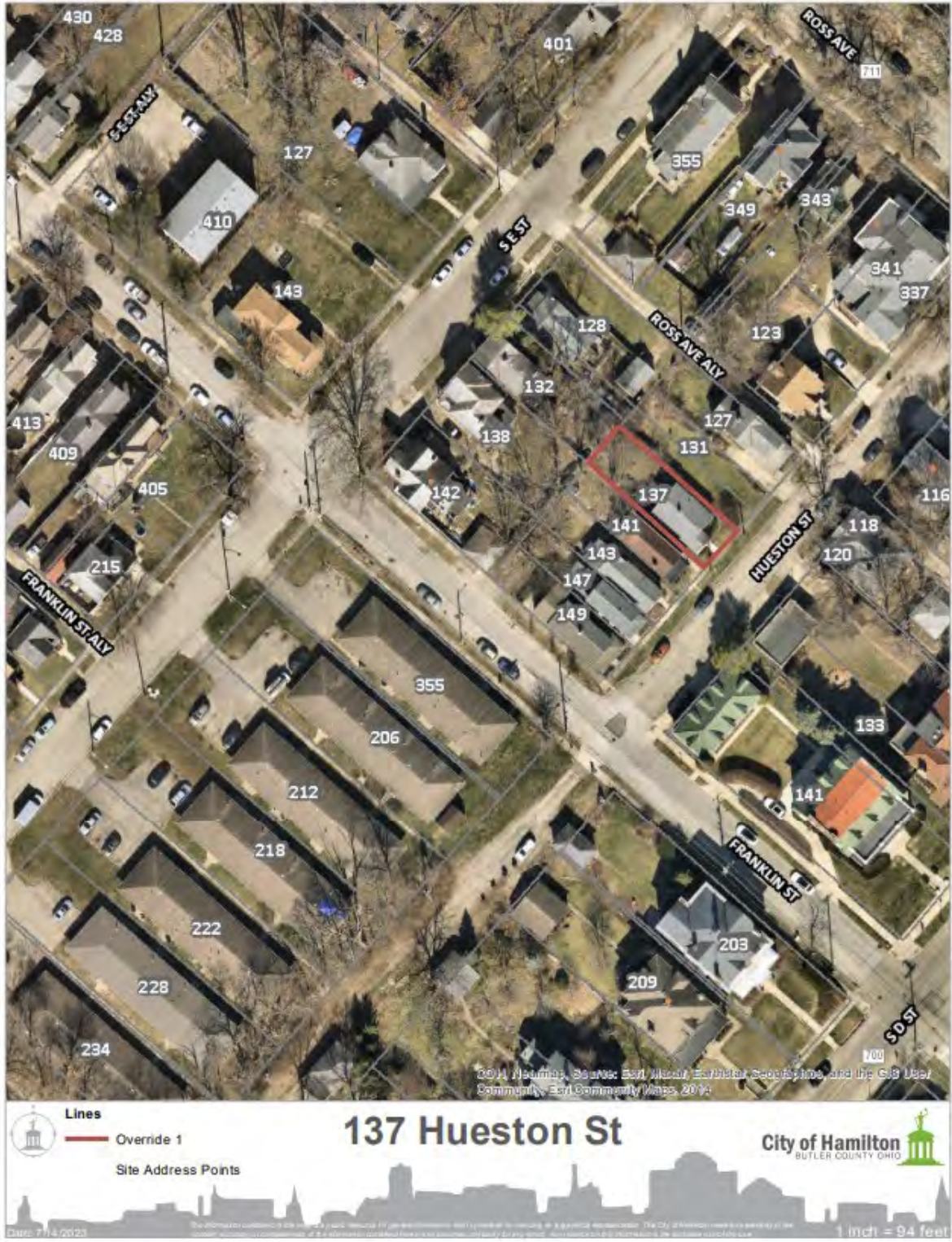
- ADRB move to approve the COA request to install a new brick front porch railing and columns as proposed after determining it maintains compliance with Section 2600 of the Hamilton Zoning Ordinance and ADRB Policies & Guidelines.
- ADRB move to deny the COA request as proposed, as it is not compliant 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 – Example Photos



**Exhibit A – Location Map**



**Exhibit B – Certificate of Appropriateness Application**



**Planning Department**  
345 High Street, 3rd floor  
Hamilton, Ohio 45011

**Architectural Design Review Board**

Phone: 513-785-7350

Fax: 513-785-7359

Email: [hamiltonhistoric@hamilton-oh.gov](mailto:hamiltonhistoric@hamilton-oh.gov)

**APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS**

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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: 137 Huesgen St

Applicant Name: JANE JACOBS

Applicant Mailing Address: 520 CRESCENT RD

Owner's Name: SAME

Owner Mailing Address: SAME

Daytime Contact Phone: 513 560-0090 Email: JANE.JACOBS@CINCINNATI.COM

Applicant Signature: [Signature] Date: 7-3-23

**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): 1940's

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): \_\_\_\_\_

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 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:

porch

Applications can be submitted electronically to [HamiltonHistoric@hamilton-oh.gov](mailto: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:

Brick porch to replace  
rotted railing

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**

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**Exhibit C – Site Photos**



Exhibit D – Applicant Provided Example Photos







**To:** Architectural Design Review Board  
**From:** Dani Baxter  
**Subject:** New Business - AGENDA ITEM #3  
222 Main St – Awning Installation  
Susan Hampton, Applicant  
Meeting Date: August 1, 2023  
Received Application: July 11, 2023  
**Impacts:** Rossville-Main Historic District

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**Introduction:**

The Applicant, Susan Hampton, has submitted a Certificate of Appropriateness Application for the installation of a new awning as proposed at 222 Main Street. The proposal involves the installation of a new awning spanning the width of the storefront.

This property is located within the Rossville-Main Historic District and is Zoned MS-1 (Main Street Core District). This property is located on the State of Ohio Historical Inventory as the William Stephens Residence (BUT050809).

**Proposal**

- Existing- there is currently no awning on the storefront.
- Proposed
  - Material- Sunbrella, solution dyed woven acrylic, weight is 9.25 oz per square yard.
  - Color- Cooper Black (Pattern #4988), black with beige pinstripe
  - Design- Straight hem along bottom
  - Dimensions- 25 feet in length, spanning entire storefront.

**Administrative Approval:**

- July 18, 2023- Paint window trim and diamond accents Tricorn Black (SW6258) and minor accents (door and window recesses) Rookwood Antique Gold (SW2814) (as shown in diagram submitted). Body to stay Garden Gate (SW6167). Proposed awning requires ADRB approval.

## **Hamilton Zoning Ordinance**

Section 1707.3 (F) - Awning Signs. Awning signs are categorized as wall signs. Awning signs must be mounted with a minimum ground clearance of eight feet and shall be subject to the wall sign regulations contained herein.

## **ADRB Policies & Guidelines**

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

### **Awning Sign Guidelines**

- A. Awnings should be attached below the storefront cornice or sign panel and should not cover the piers on either side of the storefront.
- B. The maximum allowable area for graphics on an awning sign should not exceed 50 percent of the area of the front facing flap.
- C. Buildings with multiple tenant spaces should use a consistent placement in the specifications for awning signage.
- D. Awning Materials
  1. Vinyl is not an appropriate material for awnings.
  2. Weather-resistant acrylic fabrics such as solution-dyed acrylic and acrylic-coated polyester-cotton approximate the historic look and can be considered appropriate material.
  3. Quality poly-cotton can also be considered appropriate material.

### **Staff Comments:**

- No advertising is proposed for the awning.
- While there is currently no awning installed at this location Google Street View images show that there was an awning at this location from October 2007 through July 2012.
- Planning Department staff believe the proposed awning will complement the previously administratively approved trim and accent paint colors. The main body color (Garden Gate) is not being repainted.
- Applicant will need to apply for an awning permit with the City of Hamilton Building Department before installation.



**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 install a new awning 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 – Rendering & Material Specs
5. Exhibit E – Ohio Historic Inventory Sheet



Exhibit A – Location Map



**Exhibit B – Certificate of Appropriateness Application**



Planning Department  
 345 High Street, 3rd Floor  
 Hamilton, Ohio 45011

**Architectural Design Review Board**

Phone: 513-785-7350

Fax: 513-785-7359

Email: [hamiltonhistoric@hamilton-oh.gov](mailto: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: 222 Main Street / Hamilton 45013

Applicant Name: Susan Hampton

Applicant Mailing Address: 508 Ridgelawn Ave / Hamilton, 45013

Owner/s Name: Tim Meehan

Owner Mailing Address: 856-Lawn Avenue / Hamilton, 45013

Daytime Contact Phone: 513-673-9352 Email: smhampton128@icloud.com

Applicant Signature: [Signature] Date: July 11, 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): Queen Ann

Paint  Sample Provided (often required)

Appearance of Color: See page 4

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): \_\_\_\_\_

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 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](mailto: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:

Main color "Garden Gate" to remain.  
New trim color: S. Williams "Tricorn Black"  
New door color and background color above 2<sup>nd</sup> floor  
Windows: S. Williams "Rookwood antique gold" (Historical  
paint)  
-OR-  
\*New door color "Tricorn Black" with inside trim "Rookwood  
antique gold"

Demolition

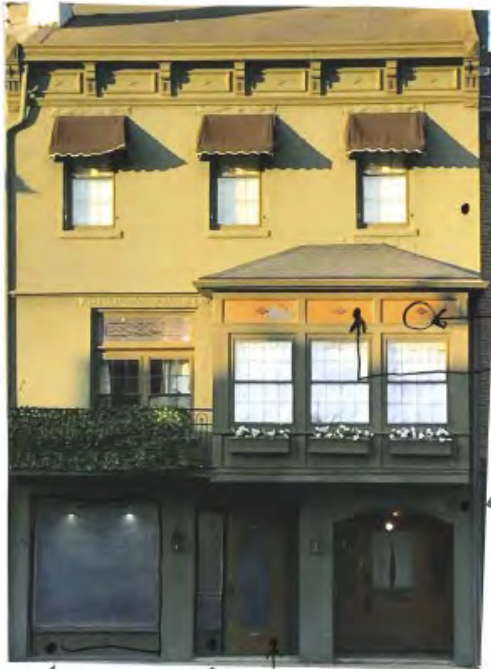
**NOTE: 2600 Certificate of Appropriateness – Demolition:** In the event an application for a Certificate of Appropriateness includes demolition of any property in the Architectural Conservation/Historic District the applicant shall be required to submit evidence to the Architectural Design Review Board 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.

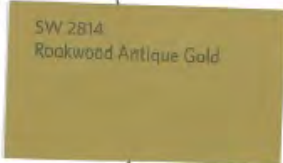
Please attach supporting information as a separate document as necessary

Applications can be submitted electronically to [HamiltonHistoric@hamilton-oh.gov](mailto:HamiltonHistoric@hamilton-oh.gov)





main building color



SW 2814  
Rookwood Antique Gold



SW 6258  
Tricorn Black

251-C1



Exhibit C – Site Photos

Google Street View October 2007



Google Street View March 2009



Google Street View March 2009



Google Street View July 2013



Site Photos July 2023







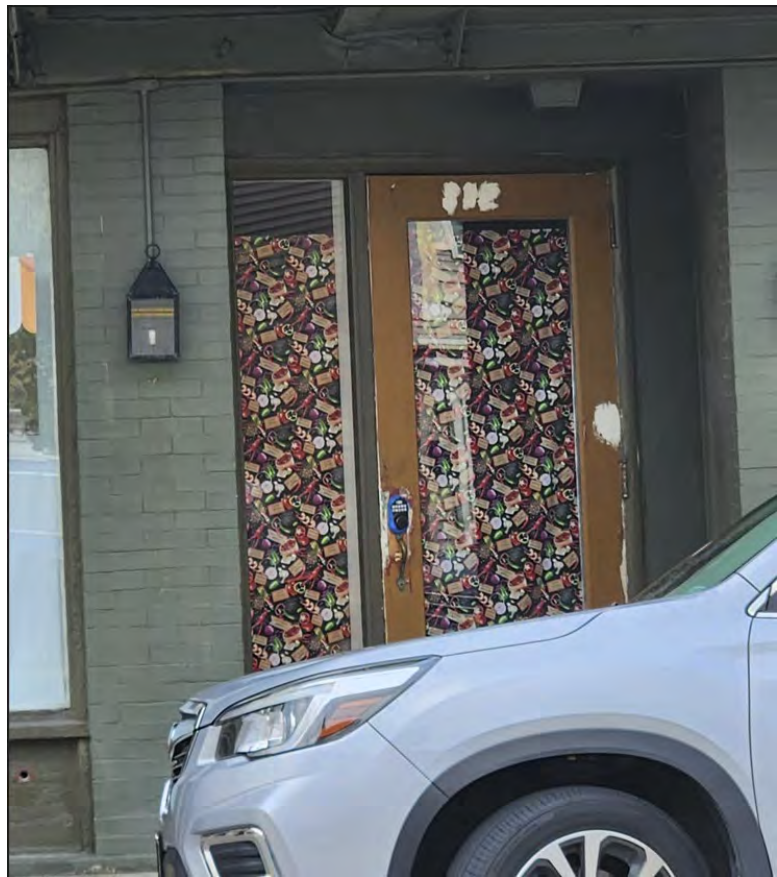






Exhibit D – Rendering & Material Specs



**Brand:** Sunbrella

**Pattern:** 4988

**Color:** Cooper Black

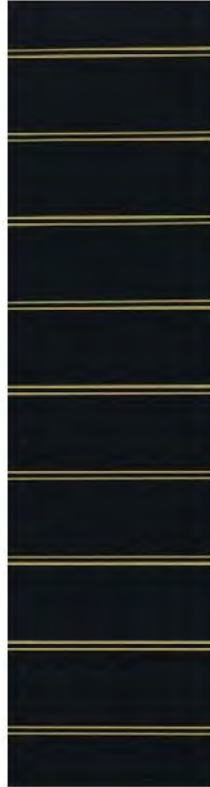
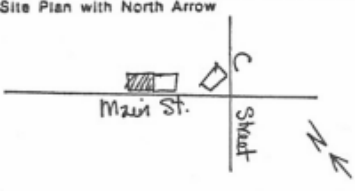



Exhibit E - Ohio Historic Inventory Sheet

OHIO HISTORIC INVENTORY		CODED		Ohio Historic Preservation Office Ohio Historical Center Columbus, Ohio 43211	
1. No. BUT-508-9		4. Present Name(s) William Stephens Residence		1. No BUT-508-9	
2. County Butler		5. Other Name(s)		2. County Butler	
3. Location of Negatives Miami Purchase Assoc.				4. Present Name(s) William Stephens Residence	
6. Specific Location 222 Main St.		16. Thematic Category		28. No. of Stories 3	
7. City or Town If Rural, Township & Vicinity Hamilton		17. Date(s) or Period c. 1895-1900		29. Basement? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
8. Site Plan with North Arrow 		18. Style or Design Queen Anne		30. Foundation Material stone	
9. Coordinates Lat. _____ Long. _____ U.T.M. Reference 3 68 10 709374 4364186		19. Architect or Engineer		31. Wall Construction brick	
10. Zone Easting Northing Site <input type="checkbox"/> Structure <input type="checkbox"/> Building <input checked="" type="checkbox"/> Object <input type="checkbox"/>		20. Contractor or Builder		32. Roof Type & Material gable/asph shingle	
11. On National Register? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		21. Original Use, if apparent commercial/residence		33. No. of Bays Front 3 Side	
12. Is it Eligible? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		22. Present Use same		34. Wall Treatment brick	
13. Part of Estab. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Hist. Dist.? No <input checked="" type="checkbox"/>		23. Ownership Public <input type="checkbox"/> Private <input checked="" type="checkbox"/>		35. Plan Shape rectangle	
14. District Potent? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		24. Owner's Name & Address, if known		36. Changes (Explain in #42) Addition <input type="checkbox"/> Altered <input type="checkbox"/> Moved <input type="checkbox"/>	
15. Name of Established District		25. Open to Public? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		37. Condition Interior fair Exterior good	
16. Name of Established District		26. Local Contact Person or Organization Hamilton Planning Dept.		38. Preservation Underway? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
17. Name of Established District		27. Other Surveys in Which Included		39. Endangered? By What? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
18. Name of Established District				40. Visible from Public Road? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
19. Name of Established District				41. Distance from and Frontage on Road 10'	
42. Further Description of Important Features Bracketed cornice w/ decorative panels. Lintels and sills at 1/1 windows are rock faced stones. Large window on 2nd floor w/ stained glass transom. Large rectangle oriel projects over sidewalk (hip roof, multi-paned windows) Storefront intact. Recessed entrance to stairwell features paneled door with leaded glass transom and 3/4 sidelights. Interior stairs retain the original balustrade, newel post, and a small bench adjacent to the (over)					
43. History and Significance The 1910 census showed William Stephens, a 39 year old meat merchant was the head of the house. He was a native of Ohio and owned this building with a mortgage				5. Other Name(s) William Stephens Residence	
44. Description of Environment and Outbuildings Located in the Rossville commercial area, which is mostly composed of brick buildings from the mid to late 19th century.					
45. Sources of Information P.O. U.S. census, 1910		46. Prepared by J Strasser			
		47. Organization MPA			
		48. Date 11-83		49. Revision Date(s)	



# OHIO HISTORIC INVENTORY CODED

43. balustrade. Spindled frieze across hall.

A. Present Name(s) 43. balustrade. Spindled frieze across hall.		B. Other Name(s)	
C. Location William Stephens Residence		D. Address 555 Main St.	
E. Date of Inventory 1983		F. Date of Listing 1983	
G. Date of Construction c. 1890-1900		H. Date of Design c. 1890-1900	
I. Architect or Engineer Unknown		J. Contractor or Builder Unknown	
K. Original Use or Occupancy Residential		L. Present Use Residential	
M. No. of Stories 2		N. No. of Bays 2	
O. Foundation Material Brick		P. Wall Construction Brick	
Q. Roof Type & Material Gable-end gable shingle		R. Window Treatment None	
S. Porch None		T. Balcony None	
U. Staircase None		V. Other Features None	
W. Orientation East		X. Other None	
Y. Other None		Z. Other None	





**To:** Architectural Design Review Board  
**From:** Dani Baxter  
**Subject:** New Business - AGENDA ITEM #4  
316 S B St- Porch Removal and Vinyl Siding Replacement  
Zachary Anderson, Applicant  
Meeting Date: August 1, 2023  
Received Application: July 5, 2023  
**Impacts:** Rossville-Main Historic District

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**Introduction:**

The Applicant, Zachary Anderson, has submitted a Certificate of Appropriateness Application for vinyl siding replacement as proposed at 316 S B St. The proposal involves work completed without a COA for the removal of a side porch, roof structure, and replacement of the existing vinyl siding with new vinyl siding.

This property is located within the Rossville-Main Historic District and is Zoned MS-3 (Main Street Transition District). This property is not located on the State of Ohio Historical Inventory.

**Proposal for Siding**

- Existing
  - Material- vinyl
  - Color- cream
- Proposed
  - Material- vinyl
  - Color- gray

**Proposal for Porch Removal**

- Existing
  - Material- concrete slab, brick railing and half of column, wood for the top of porch column, shingle roof material
  - Color- white
  - Dimensions- unknown

- Proposed- no porch or roof structure

### **Stop Work Orders Issued:**

1. May 4, 2023- removal of ADA ramp and side porch and roof structure without an approved COA
2. June 27, 2023- replacement of vinyl siding with vinyl siding without an approved COA

### **Administrative Approvals Issued:**

1. July 5, 2023- Like-for-Like repair and replacement of white metal soffits. Approval of gray body color and white trim. Replacement of existing cream color vinyl siding with new gray color vinyl siding and side porch removal requires ADRB approval.

### **ADRB Policies & Guidelines**

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

### **Decks, Patios & Porches**

Porches often emphasize the design expression of the house and serve as the primary feature of the front façade and preserved as original features whenever possible. The addition of porches and decks onto a historic structure or structure located within a Historic District should consider the following elements: roof, steps, columns, balustrading and railings, and architectural details.

Note: Although the term "porch" is broadly discussed in this guide, the recommendations also apply to related structures, such as porticoes, verandahs and decks.

### **Guidelines for Decks, Patios & Porches**

- A. Replace missing posts and railings when necessary to match the design of the existing porch elements and materials whenever possible.
- B. Match the original proportions and spacing of balusters when replacing missing ones.



- C. Unless used historically, wrought iron, especially the “licorice stick” style that emerged in the 1950s and 1960s, is inappropriate.
- D. Original materials and surfaces, like ceilings, eaves, and columns should not be covered or obscured.
- E. On contributing buildings, for which no evidence of the historic porch exists, a new porch may be considered that is similar in character to those found on comparable buildings.
- F. For the construction of new porches matching original materials is the first choice. Yet if detailed correctly and painted appropriately, new materials such as fiberglass columns and composite decking may be acceptable alternatives.
- G. The height of the railing and the spacing of balusters should appear similar to those used historically.
- H. Whenever construction, modification or alteration is being considered the design of the porch should incorporate elements that complement the architectural style of the existing structure.

### Siding

The first preference is to preserve all historic materials and designs focusing on wood lap siding, cedar shake siding and scalloped designs.

The installation of artificial siding or veneers can often damage or require the removal of significant wood casings and trim. The loss of these features can significantly alter the character of a building. Artificial siding installation over existing materials is not appropriate for historic buildings due to the alteration of historical design. Layering siding increases the wall thickness, causing the existing wood trim to appear set back from the wall rather than projecting from it. This can further diminish the visual characteristics of the building.

Requests for Certificates of Appropriateness involving the application of aluminum, vinyl or other siding material not original to a property or the historic district will be treated by the Board as follows:

- A. Applications involving a building that has been wrapped in aluminum or vinyl siding or otherwise non original material, and there is evidence of wood siding underneath, the applicant may be required to expose the siding underneath prior to the approval of any material other than wood.
- B. Application of a non-original siding material to a property will be approved only as a measure of last resort and when extenuating circumstances justify the application. If non-original siding material is approved, the Board will identify the extenuating circumstances in its official minutes. (Example: fire damage to an entire side of a structure would be an extenuating circumstance.)
- C. In the event existing 50% or more of the underlayment of wood siding is in good enough condition to remain on the building, the Board’s preference is for



the applicant to utilize wood siding instead of a non-original material. The applicant shall obtain a quote for the replacement of any existing wood siding that has experienced wood rot or decay.

Quotes shall include the following:

1. Specified facades of wood deteriorations,
2. Specified location of wood deterioration (i.e. siding, trim, soffits, fascia, eaves, decorative elements, etc.)
3. Any repairs or replacement to wood siding caused by a need due to blown in insulation.

Documentation shall also include any decorative elements or designs revealed that are contributing to the buildings historical context, period or significance or are architecturally relevant.

- D. A copy of Preservation Brief No. 8, Aluminum and Vinyl Siding on Historic Buildings (U.S. Department of the Interior, Technical Preservation Service Division, 1984) will be made available to every property owner considering/requesting a Certificate for aluminum, vinyl, or vinyl aluminum siding once the Board has been made aware of the desire by the property owner and before the request for Certificate is considered by the Board.
- E. The Board will not approve the application of siding materials over brick.
- F. In all cases involving the application of non-original siding material, the Board will require an actual sample of material(s) and a written contract proposal for installation before approval will be given. [Revised: September 2009 – ADRB Meeting]
- G. If approved, the new siding material must have an appearance as close to the original siding as possible and have a minimum thickness of 04-inch. It is understood that this requirement will generally preclude the application of very wide sidings, vertical sidings in 4 x 8 panels, and raised wood-grain “look” sidings. [Amended: September 2009 – ADRB Meeting]
- H. The Board may require certain application methods and/or materials to mitigate the effect of the new siding on a property and/or its environs.
- I. New products will be treated as such by the Board and may be approved on an experimental basis, after any one or more of the following:
  1. Review and/or investigation of the manufacturer’s specification/claims for the product.
  2. Consultation with the U.S. Department of Interior, Technical Preservation Services Division.
  3. Consultation with the Ohio Historic Preservation Office.
  4. Consultation with other preservation/design commissions, contractors, and/or architects who may have experience with or knowledge of the product.
- J. For technical items not covered above, the Board may rely on Preservation Brief No. 8, Aluminum and Vinyl Siding on Historic Buildings (Technical Preservation Services Division, the U.S. Department of the Interior, 1984), the



U.S. Department of the Interior, the Ohio Historic Preservation Office, and/or references from the above.

**Staff Comments:**

- On May 4, 2023 Planning Department Director, Liz Hayden, had an initial phone conversation with the applicant regarding the stop work order posted on the property and the possibility of historic wood siding under the existing vinyl, which should be salvaged, before the vinyl siding was replaced. Ms. Hayden emailed the applicant the new siding regulations within the ADRB Policies & Guidelines and a COA application after the call.
- On May 11, 2023 ADRB Secretary, Dani Baxter, emailed the applicant regarding the COA application Ms. Hayden sent and also included the full Policies & Guidelines.
- On June 27, 2023 Planning Department staff was notified that the vinyl siding on the building was being replaced with vinyl siding. There was no COA issued for the vinyl replacement. Ms. Baxter went on site to photograph the exterior siding work being completed and posted a stop work order on the door.
- On June 29, 2023 Ms. Hayden and Ms. Baxter met with the property owner on site to discuss the vinyl siding replacement and stop work orders posted on the property.
- While on site Planning Department staff noticed damage to the existing wood siding along the southwest side of the home where the porch structure was removed. The northeast (side), southeast (rear), and some of the southwest (side) facades were already covered with the new vinyl material so additional damage could not be photographed. Staff believed that the wood siding on the front of the building, which was partially exposed, appeared to be in good condition.
- No quotes were provided regarding repair or replacing the existing wood siding that was under the vinyl siding.
- There was no documentation provided to indicate that over 50% of the covered wood siding was damaged.
- 1892 Sanborn Map indicates that the side porch was existing at that time; the porch was probably original to the home. There was also a rear porch and three accessory structures noted on the map, which have since been removed.
- Brad Spurlock researched the property and determined it was an early wood frame building constructed between 1840-1846. Based on the build date the building is a Federal/Neoclassical period of architecture. The building could be classified as an I-House or Federal Transitional with a Saltbox addition, there is a slim possibility this is a log house under the wood siding.





- The new ADRB Policies & Guidelines were effective June 23, 2023 and this application was received July 5, 2023. Had the Planning Department received this application before June 23 the vinyl siding replacement would have been a like for like administrative approval.

**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 remove the side porch and roof structure as well as install vinyl siding 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



**Exhibit A – Location Map**



**Exhibit B – Certificate of Appropriateness Application**

A 232603  
A 232604



**Planning Department**  
345 High Street, 3rd floor  
Hamilton, Ohio 45011

**Architectural Design Review Board**

Phone: 513-785-7350

Fax: 513-785-7359

Email: [hamiltonhistoric@hamilton-oh.gov](mailto: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 2800) 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: 316 S. B. St. (DPA)

Applicant Name: Zachary Anderson - Anderson Acquisitions

Applicant Mailing Address: 432 E. Home Ave. Trenton OH. 45067

Owner/s Name: Anderson Acquisitions

Owner Mailing Address: 432 E. Home Ave Trenton OH 45067

Daytime Contact Phone: 513-888-9988 Email: Andersonsacquisitions@gmail.com

Applicant Signature: [Signature] Date: 7-3-23

**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): N/A

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): Vinyl, Cream  
Proposed Siding (style, material, color, location): Vinyl, Gray  
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): \_\_\_\_\_  
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 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): White, going back exact same  
Proposed Soffit (style, material, location, color): White, Metal/same as existing

Other:  
\_\_\_\_\_

Applications can be submitted electronically to [HamiltonHistoric@hamilton-oh.gov](mailto: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.

The Only thing being done; - To Replace Vinyl Existing Siding with New Vinyl - New Gray Color, - Existing Green Color Soffit Metal being Replace with new, same color White as existing as well

**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](mailto:HamiltonHistoric@hamilton-oh.gov)



**Exhibit C – Site Photos**

**Google Street View Images of Property- May 2019**



May 3, 2023- Site Inspection Photos











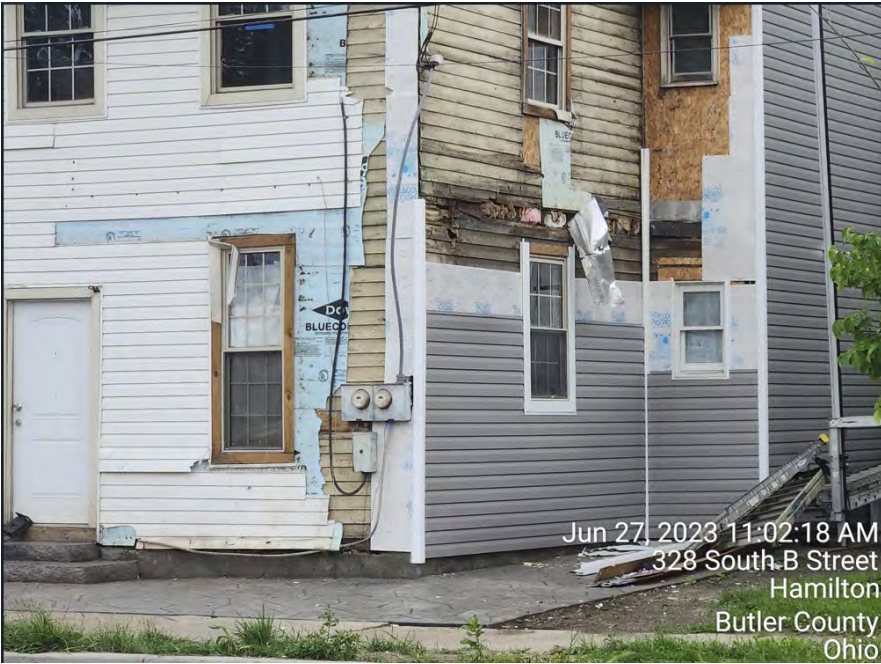


June 27, 2023- Site Inspection Photos





Jun 27, 2023 11:02:16 AM  
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Hamilton  
Butler County  
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June 29, 2023- Site Inspection





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Butler County  
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July 17, 2023- Site Inspection Photos





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Hamilton  
Butler County  
Ohio



Jul 17, 2023 10:57:19 AM  
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