

CHAPTER 1257

Architectural Review District

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1257.01 PURPOSE.

The purpose of the Architectural Review District is to recognize, preserve, and enhance the historic character of the downtown area of Loudonville, Ohio, by safeguarding the architectural integrity of historic structures. This district is also established to discourage new construction or alterations of existing buildings that are determined to be detrimental to, and incompatible with, the existing architecture, physical form and historic atmosphere of the downtown area of Loudonville. It is also recognized that beyond cultural benefits, the protection of historical resources in the Village will further the economic development of the area and will help maintain and improve area property values. The ARD District is an overlay zoning district that imposes development standards in addition to the standards contained in the underlying district.
(Ord. 75-96. Passed 11-18-96.)

1257.02 CERTIFICATE OF APPROPRIATENESS REQUIRED.

A Certificate of Appropriateness is required prior to:

- (a) Any new construction of a structure.
- (b) Any remodeling which involves the alteration of a foundation, alteration of a roof line, the enclosure of any porch, deck or breezeway, or the replacement of windows, or siding.
- (c) The placement, replacement, or re-construction of any sign.
- (d) The demolition of any structure, except when a structure is declared unsafe and is an imminent peril.
- (e) Exterior painting when colors are changed.

(Ord. 75-96. Passed 11-18-96.)

1257.03 ESTABLISHMENT OF A DESIGN REVIEW BOARD.

There is hereby established a Design Review Board that shall have the authority to issue a Certificate of Appropriateness to those persons who, upon proper application, desire to make any changes other than ordinary maintenance to any structure, objects or property, real or otherwise, within the Architectural Review District.

The issuance of a Certificate of Appropriateness within the District is required before the issuance of a zoning permit by the Village Codes Enforcement Officer.

(Ord. 75-96. Passed 11-18-96.)

1257.04 COMPOSITION AND ORGANIZATION OF THE DESIGN REVIEW BOARD.

The Design Review Board shall be composed of five (5) members, all citizens of the Village, appointed by the Mayor. Three (3) members shall constitute a quorum, and a simple majority vote of all the Board (three members) shall be necessary to pass any motion. The Board shall meet as needed. In case of a tie vote, the Codes Enforcement Officer shall be called upon to cast a deciding vote. Members terms shall be for five (5) years with each term staggered. The chairman shall be appointed by the Mayor. (Ord. 75-96. Passed 11-18-96.)

1257.05 DUTIES OF THE DESIGN REVIEW BOARD.

The Design Review Board shall have the following duties:

- (a) The Board may conduct surveys or otherwise assemble information related to all areas, places, buildings, structures, homes, works of art, or other objects of environmental, architectural and aesthetic interest in the Village.

- (b) The Board shall work for the continuing education of the residents of the Village with respect to the architectural and historic heritage of the Village.
- (c) The Board is hereby authorized to issue, upon compliance with these regulations, a certificate of appropriateness upon application. When a certificate of appropriateness is granted, it shall be directed to the Codes Enforcement Officer who may issue a zoning permit provided all other sections of this Code are complied with. The certificate of appropriateness shall precede the issuance of a zoning permit.

(Ord. 75-96. Passed 11-18-96.)

1257.06 DESIGN REQUIREMENTS AND REVIEW CRITERIA.

In the review of applications for a certificate of appropriateness and other matters, the Board shall be guided by the following requirements and criteria:

- (a) The distinguishing original qualities or character of a period building, structure or site and their environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when feasible.
- (b) All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance inconsistent or inappropriate to the original integrity of the building shall be discouraged.
- (c) If changes to a building that have taken place in the course of time are evidence of the history and development of a building, structure or site and its environment, and these changes are deemed to have acquired significance, then this significance (if any) shall be recognized and respected.
- (d) Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure or site shall be treated with sensitivity.
- (e) Significant architectural features that have deteriorated shall be repaired, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in design, color, texture and other visual qualities. Repair or replacement of architectural features should be based on accurate duplications of features, and if possible, substantiated by historic, physical or pictorial evidence rather than on conjectural, designed or the availability of different architectural elements from other buildings or structures.
- (f) The surface cleaning of structures shall be undertaken with methods designed to minimize damage to historic building materials. Sandblasting and other cleaning methods that will damage historic building materials should be avoided.
- (g) Every reasonable effort shall be made to protect and preserve archeological resources affected by, or next to any project.
- (h) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy historical, architectural or cultural material and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.
- (i) Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the original structure would be unimpaired.
- (j) The Design Review Board may require applicants to explore alternatives to demolition of a building or structure.
- (k) The design of new structures and of additions to existing structures, including new site improvements, shall take into account the architectural style, general design, arrangement, texture, material, and color of other structures and premises within the Architectural Review District.
- (l) All new structures and all reconstruction or remodeling of existing structures shall use natural traditional exterior materials such as brick, stone, masonry and wood, where possible.
- (m) Traditional colors and combinations of those colors that are both identified with the origin or the era in which the area was originally built, should be used for building exteriors for all new construction.
- (n) All signs shall be of such a style or design that is reflected in the district, and shall conform to the requirements of Chapter 1258. Sign size and shape shall also respond to the existing proportions of period structures, and signs shall not be permitted to cover or otherwise hid important architectural features.

(Ord. 75-96. Passed 11-18-96.)

1257.07 PROCEDURES.

Applications for a Certificate of Appropriateness, as adopted by the Design Review Board, shall be filed with the Codes Enforcement Officer, and the Design Review Board shall meet within ten (10) business days following the submission of a complete application. In addition to an application form, the Design Review Board shall specify the type of drawings, materials, sketches and material samples that are required and which must accompany or supplement an application form. The Design Review Board shall review, and approve, disapprove, or modify applications, and upon such approval, or approval with modifications, shall issue a Certificate of Appropriateness. Such a decision must be made within seven (7) days following the initial meeting and review of a completed application, unless an extension is agreed to by the applicant.

(Ord. 75-96. Passed 11-18-96.)

1257.08 APPEALS.

An applicant who has been denied a Certificate of Appropriateness by the Design Review Board may appeal the decision to the Board of Zoning Appeals. The Board of Zoning Appeals shall base their decisions on the appeal criteria set forth in Chapter 1244 of the Codified Ordinances of the Village of Loudonville.

(Ord. 75-96. Passed 11-18-96.)
